



Minutes

**Bush Fire Advisory Committee Meeting to be held
Monday 1 September 2025**

Commencing at 7.00pm

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

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire of Nannup must obtain, and should only rely on, written notice of the Shire of Nannup's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council meeting.

Any advice provided by an employee of the Shire of Nannup on the operation of a written law, or the performance of a function by the Shire of Nannup, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire of Nannup. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire of Nannup should be sought in writing and should make clear the purpose of the request. Any plans or documents in Agendas and Minutes may be subject to copyright.

Contents

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS/ACKNOWLEDGEMENT OF COUNTRY:	2
2. ATTENDANCE/APOLOGIES:	2
3. PETITIONS/DEPUTATIONS/PRESENTATIONS:	3
4. CONFIRMATION OF MINUTES:	3
4.1 Bush Fire Advisory Committee meeting – 5 May 2025	3
5. DISCLOSURE OF INTEREST:	3
6. BUSINESS ARISING FROM THE PREVIOUS MINUTES:	3
7. REPORTS OF COMMITTEE MEMBERS:	4
7.1 Chief Bush Fire Control Officer	4
7.2 Deputy Chief Bush Fire Control Officers	4
7.3 Bush Fire Control Officer	4
7.3.1 Balingup Road Bush Fire Control Officer	4
7.3.2 Carlotta Bush Fire Control Officer (Attachment 7.3.2)	4
7.3.3 Cundinup Bush Fire Control Officer	4
7.3.4 Darradup Bush Fire Control Officer (Attachment 7.3.4)	4
7.3.5 East Nannup Bush Fire Control Officer	4
7.3.6 Nannup Brook Bush Fire Control Officer	4
7.3.7 North Nannup Bush Fire Control Officer	4
7.3.8 Peerabeelup Fire Control Officer (Vacant Position)	5
7.3.9 Peerabeelup Coastal Fire Control Officer	5
7.3.10 Scott River/Lake Jasper Bush Fire Control Officer	5
8. REPORTS OF OFFICERS:	5
9. REPORTS OF OTHER ATTENDEES:	5
9.1 Department of Fire and Emergency Services	5
9.2 Department of Biodiversity Conservation and Attractions	5
9.3 Forest Products Commission	6
10. STANDING ITEMS:	7
10.1 Emergency Services Levy (ESL)	6
11. GENERAL BUSINESS:	8
12. PROPOSED DATE FOR NEXT MEETING:	10
13. CLOSURE OF MEETING	10

Bush Fire Advisory Committee Meeting Minutes

Monday 1 September 2025

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

The Presiding Member Cr Cheryle Brown declared the meeting open at 7.11pm.

Welcome to country was acknowledged by presiding member at the Bush Fire Advisory Committee Annual General Meeting held directly prior to this meeting.

Presiding Member, Cr Cheryle Brown advised the Committee that the meeting would be recorded for minute purposes only.

2. ATTENDANCE/APOLOGIES:

Councillors	Staff
Cr Cheryle Brown (Presiding Member)	Geoff Allam – Community Emergency Services Manager (CESM)
Cr Patricia Fraser (Deputy Presiding Member)	Lisa Atkinson – Executive Support Officer
	Liam Freedman, Ranger, Shire of Nannup

Members (Full Voting rights)
Mark Scott – Deputy Chief Bush Fire Control Officer and Balingup Road FCO (DCBFCO)
Robert Marshall – Carlotta FCO
Gerald Brown – Cundinup FCO
Jesse Francis – Darradup FCO
Vic Lorkiewicz – East Nannup FCO
Geoff Allam – Nannup Townsite FCO/CESM
Mike Vasey – Deputy Chief Bush Fire Control Officer and North Nannup FCO (DCBFCO)
Andrew McNab – Scott River/Lake Jasper FCO

Other Attendees (Non-Voting rights)
John Thompson – Captain, North Nannup
Bryce Edwards – Forest Products Commission (FPC)
Peter Grubb, President, Nannup Brook Volunteer Bush Fire Brigade
Alistair McIlroy – Scott River/Lake Jasper Volunteer Bush Fire Brigade
Steve Fraser, Balingup Road Volunteer Bush Fire Brigade
John Fishwick – Acting Fire Coordinator Donnelly District, Parks and Wildlife (DFES)
Keith Traver, Officer in Charge, Nannup Police
Peter Thomas – District Officer - Department of Fire and Emergency Services (DFES)

2.2 Apologies

Members (Full Voting rights)
John Patman, Deputy Chief Bush Fire Control Officer (DCBFCO)
John Jonker, Peerabeelup Coastal FCO
Leigh Fletcher, Nannup Brook FCO

Councillors	Staff
	David Taylor, Chief Executive Officer

3. PETITIONS/DEPUTATIONS/PRESENTATIONS:

Nil.

4. CONFIRMATION OF MINUTES:

4.1 Bush Fire Advisory Committee meeting – 5 May 2025

That the Minutes from the Bush Fire Advisory Committee held 5 May 2025 be confirmed as a true and correct record (Attachment 4.1).

Presiding Member noted that Gerald Brown, Cundinup FCO attended the meeting on the 5 May 2025 but was not listed as attending. The Minutes will to be amended to reflect that

<i>MOVED: ANDREW MCNAB</i>	<i>SECONDED: GEOFF ALLAM</i>
-----------------------------------	-------------------------------------

CARRIED

5. DISCLOSURE OF INTEREST:

Nil.

6. BUSINESS ARISING FROM THE PREVIOUS MINUTES:

6.1 *Actions from previous meeting*

11.2 Shire of Nannup to define the roles of FCO's within Brigades in the Local Law

This will be reflected in the Bush Fire Operating Procedures.

11.3 Shire of Nannup to follow up on Gold Gully Road and Stellar Road with DBCA – Road's need Graded

Damon in discussion with DBCA as Gold Gully is a DBCA managed road. Damon to inspect the road and project a cost to repair so it is safe for the East Nannup BFB truck to use when attending incidents.

11.4 Geoff Allam to mark World Fire Fighters Day on the calendar so that the Shire is prepared for it next year and can notify Brigades so that they can attend next year if they wish

Increased awareness to brigades to put in calendars and any events for World Fire Fighters Day.

7. REPORTS OF COMMITTEE MEMBERS:

7.1 Chief Bush Fire Control Officer

John Patman was an apology and provided a report. The Presiding Member, Cr Brown read John's report to the committee.

7.2 Deputy Chief Bush Fire Control Officers

Mark Scott (DCBFCO) advised he had nothing to report.

Mike Vasey (DCBFCO) advised he had nothing to report.

7.3 Bush Fire Control Officer

7.3.1 Balingup Road Bush Fire Control Officer

Nil.

7.3.2 Carlotta Bush Fire Control Officer (Attachment 7.3.2)

Robert Marshall advised his report was provided.

7.3.3 Cundinup Bush Fire Control Officer

Nil.

7.3.4 Darradup Bush Fire Control Officer (Attachment 7.3.4)

Jesse Francis advised his report was provided.

7.3.5 East Nannup Bush Fire Control Officer

Nil.

7.3.6 Nannup Brook Bush Fire Control Officer

Nil.

7.3.7 North Nannup Bush Fire Control Officer

Mike Vasey (North Nannup FCO) reported that the 4.4 appliance is back in service with its door repaired. Successfully conducted the first weekend of formalised training for the combined Bush Fire Safety Awareness course.

7.3.8 Peerabeelup Fire Control Officer (Vacant Position)

Nil.

7.3.9 Peerabeelup Coastal Fire Control Officer

Nil.

7.3.10 Scott River/Lake Jasper Bush Fire Control Officer

Andrew McNab (Scott River/Lake Jasper FCO) reported the arrival of a new 1.4 Tanker Fire Unit.

8. REPORTS OF OFFICERS:

8.1 Community Emergency Services Manager (Attachment 8.1)

Geoff Allam advised his report is attached.

8.2 CESM Agenda Items (Attachment 8.2)

State Hazard Plan – Fire – Comprehensive Summary (Attachment 8.2.1)

State Hazard Plan - Fire (Attachment 8.2.2)

Geoff Allam (CESM) advised that State Hazard plan has been circulated. If anyone needs another copy, please request it. Amendments have been made to several sections, that included a near full rewrite. It now outlines additional responsibilities regarding land tenures.

9. REPORTS OF OTHER ATTENDEES:

9.1 Department of Fire and Emergency Services

Peter Thomas (DFES) reported they have been focused on training, rollout of new equipment across brigades, and skill development. Storm activity has been manageable despite heavy rainfall. Key point from the State Hazard Plan is improving documentation during agency handovers. Suggested this be discussed further at the next BFAC meeting. The plan also outlines minimum training standards—no concerns, just refinement for clarity.

9.2 Department of Biodiversity Conservation and Attractions

John Fishwick advised he had no formal report but distributed maps of two proposed burns in the Donnelly District.

- Donnelly 164 (Yetic Burn): A new addition to the program near Donnelly Mill Settlement, bounded by Sears Road and gravel roads. It includes mixed forest types (Jarrah to Karri regrowth). DBCA is working through approvals; burn likely later in the year, not spring/summer. Main concern is settlement protection and older fuels to the south.
- Donnelly 108 (Lake Jasper Burn): Coastal heathland area, planned for late autumn (May onwards). Builds on previous burns and a wildfire from 2022. Paperwork is complete; timing depends on autumn rains.

Andrew McNab (Lake Jasper/Scott River FCO) asked John Fishwick (DBCA) what are DBCA's plans for land north/northwest of the map. John confirmed DBCA has an inter-agency agreement to burn the area, which is believed to be leased land.

Mark Scott (Balingup Road FCO) raised concerns about repeated 000 calls during burns, suggesting an agreement with COMSEN to better manage public notifications. John Fishwick (DBCA) responded burns are logged in the system, but misinterpretation by Perth operators can occur. Peter Thomas (DFES) added comments are included to indicate smoke generation. Vic Lorkiewicz (East Nannup FCO) suggested signage; John Fishwick (DBCA) confirmed signs are used but don't always prevent calls.

John Fishwick (DBC) also provided a DBCA staffing update he is Acting Fire Coordinator for Steve Mills (Donnolly area), Steve Mills is Acting for Jeff Bennett (retired), Ed Hatherley has moved to State and there is no confirmed Blackwood Fire Coordinator at present.

9.3 Forest Products Commission

Bryce Edwards (FPC) reported that some duty officers have left the FES unit due to retirement or career changes. While FPC considered internalising rosters, it was decided to maintain DBCA district support to avoid leaving districts like Wellington and Blackwood understaffed. This is a change from earlier advice given by Greg Hodgeson.

There is strong interest in support and liaison roles, with 5–6 new staff joining the FES unit, which now totals 45. HR is incorporating fire responsibilities into JDFs, especially for fuel-based roles, with all staff expected to contribute in some capacity.

FPC is building contract capacity, aiming for completion by December 2025. Training is ongoing and will continue until January; Bryce can assist Brigades or Shires needing support

Greg Hodgeson's role has been advertised and interviews held. The successful candidate will be introduced at the next BFAC meeting.

Small asset protection burns have commenced, and heap burning was completed by mid-June. Fire unit servicing is nearly complete, with Cundinup's vehicle almost ready. Planting season is finished.

Concerns were raised by Vic Lorkiewicz (East Nannup FCO) about unburnt heaps in East Nannup. Bryce Edwards (FPC) responded and confirmed some will be used for biomass, and private land issues should be raised with the Shire. FPC is working to increase biomass and residue removal to reduce reliance on traditional burning.

Planting densities remain at 1,330 stems/ha on high-capacity sites, with other areas reduced to 1,000 stems/ha to offset drought losses and reduce fire risk. The impact of these changes is still being monitored.

10. STANDING ITEMS:

10.1 Emergency Services Levy (ESL)

Geoff reported the ESL was acquitted in August, with expenditure over by less than \$19,000 due to AED purchases. Some servicing tasks were missed last financial year and are now being caught up. This financial year's budget is just over \$176,000, with planned purchases including two fast fill trailers, a computer for one Brigade, and 65" TVs for training.

11. GENERAL BUSINESS:

- 11.1** Mike Vasey (North Nannup FCO) reported that lower-level training is under a five-year review, with changes expected. By year-end, bush fire safety awareness and bushfire fighting skills will be combined into a two-day course, with online components completed beforehand. Last year, volunteers attended 529 courses, with 7,490 participants trained. Pre-season refresher cards have been highlighted and align with the new State Fire Hazard Plan.

Mike Vasey also raised concerns about the Golf Course pump and Brigade access, noting ongoing issues with locks, missing keys, and pump functionality. The Shire had previously committed to investigating.

Action: The Shire to follow up on the operational status of the Golf Course pump for the upcoming fire season.

- 11.2** Mark Scott (FCO) thanked DFES for the new radios fitted to vehicle dashboards, noting improved communication. Peter Thomas (DFES) responded that while the radios are a positive upgrade, the scan function is unsafe and should not be used, as it can cause critical information to be missed. He noted the radios include GPS and talk around features, which are now activated with a simple button press.

Mike Vasey (North Nannup FCO) added that scan mode only includes 10 channels and requires manual input for more. Peter Thomas (DFES) responded stating scan should not be used on operational appliances due to safety risks, referencing a past incident where vital information was missed during a fire.

- 11.3** Geoff Allam (CESM) reported that the local law was passed by Council on 28 August 2025 and is still a week away from the public comment period. While some were disappointed by the limited changes, it was decided that following the WALGA template would avoid a lengthy process. Suggestions for changes will instead be incorporated into the Shire's operating procedures, which can be updated at any time without needing to amend the law. These procedures haven't been updated yet, but Geoff has started the process and will share them once complete.

The Shire plan to apply for a grant for Variable Message Boards (VMB), which cost between \$20,000 and \$25,000 each. The plan is to purchase two VMB for the entrances to town. Fire danger rating signs are priced at around \$1,700 each, plus extras like installation. Geoff has identified five key locations for these signs, aiming to replace the smaller, often-overlooked signs with larger, changeable ones that reflect current conditions. Coordination with Main Roads and the Shire's signage policy is ongoing.

Geoff Allam (CESM) added Fire break compliance will be a major focus this year. The Shire Ranger, Liam Freedman will assist, and fines will be issued for non-compliance. Property owners will be given time to complete works, after which the Shire will arrange the work and add the cost to rates. An awareness campaign is underway, and the website will be updated to better present the compliance notice that currently appears with rates.

Geoff Allam (CESM) reported The Bush Fire Risk Management Plan has been circulated and endorsed by Council and Office of Bushfire Risk Management and is valid until 2027. Most FCOs and Captains have received the compliance notice, with only minor date changes made for consistency, such as aligning end dates to Fridays.

Geoff Allam (CESM) circulated an email about the State Bushfire Exercise scheduled for 11 September 2025. Invitations have been extended to Chiefs, Deputy Chiefs, Captains, and emerging leaders, with RSVPs due by 3 September. 2025 The exercise includes visits to the Manjimup Office, the State Operations Centre in Cockburn, and the DBCA facility, offering valuable insight into how major bushfires are managed and supported at the state level.

Geoff Allam (CESM) also discussed the MAF program, which includes 12 approved treatments for 2025/26, including planned burns and chemical treatments, with total funding of \$127,346.

Skills maintenance is a priority this year. Volunteers without current basic skills training will not be allowed on the fireground. Geoff emphasised the importance of P2 masks and WHS compliance, citing health risks from bushfire smoke discussed at the recent WAFAC conference. He acknowledged this may upset some, but safety must come first.

Mark Scott (Balingup Road FCO) raised concerns about what happens during a 000 call if only untrained members are available. Geoff Allam (CESM) responded that those in brigades should already have their basic skills and that he will be flexible and work with brigades that are struggling. Mark Scott (Balingup Road) pointed out that some members may have done training in the past but haven't attended recent sessions. Geoff Allam (CESM) responded that it's his responsibility to ensure brigades are compliant and trained.

Mike Vasey (North Nannup FCO) noted that despite planning multiple training sessions, attendance is low, with only about 50% of members responding. Geoff Allam (CESM) responded whether untrained members should be attending incidents at all. Mark Scott (Balingup Road) responded that experienced firefighters should still be allowed to attend, depending on their role at the scene, and expressed concern that the requirements are turning volunteers into unpaid staff. Geoff Allam (CESM) responded and acknowledged the challenge and said he would continue working with brigades to ensure readiness.

Vic Lorkiewicz (East Nannup FCO) asked for clarification on whether members without basic training can attend fires. Geoff Allam (CESM) responded that this will be implemented and ideally completed before the fire season. He's willing to work with those who have genuine reasons for not completing training but expects active members to be compliant. Mark Scott (Balingup Road FCO) concluded by flagging the risk of reduced response capacity if only trained members are allowed to attend, and Geoff Allam (CESM) confirmed that ensuring training and compliance is his responsibility.

Andrew McNab (Scott River/Lake Jasper FCO) raised concerns about the accuracy of brigade member lists, noting that many listed as active may not have PPE or attended a fire in 5–10 years. He suggested reviewing the lists to retain those involved in the last five years and consider removing those inactive for a decade.

Peter Thomas (DFES) agreed, highlighting the importance of maintaining up-to-date records, especially as insurance is involved. He stressed the safety risks of working with individuals who haven't maintained their skills, comparing it to changes in equipment like radios. Regular training is essential to protect crews and ensure operational safety.

Bryce Edwards (FPC) shared that the Shire of Denmark implemented a similar system five years ago. While there was initial resistance—especially in smaller, rural brigades—flexibility in training delivery eventually led to better outcomes and acceptance.

12. PROPOSED DATE FOR NEXT MEETING:

Monday 3 November 2025 starting at 7pm at the Nannup SES.

13. CLOSURE OF MEETING

Presiding Member, Cr Brown declared the meeting closed at 8.01pm.

Attachments

Attachments	Title
4.1	Minutes from the Bush Fire Advisory Committee Annual General Meeting held 5 May 2025
6.1	Actions from previous meeting 3 February 2025
8.1	Community Emergency Services Manager (CESM) Report
8.2	CESM Agenda Items
8.2.1	State Hazard Plan – Fire – Comprehensive Summary
8.2.2	State Hazard Plan – Fire