SHIRE OF MANJIMUP

AGENDA

Bush Fire Advisory Committee

11 November 2026

Notice of Meeting

Please be advised that a meeting of the Shire of Manjimup Bush Fire Advisory Committee will be held on Wednesday, 11 November 2026 commencing at 7.00pm.

Shire of Manjimup – JC Rose Room
Robbies Lane
Manjimup WA 6258

If you are unable to attend, please advise Nicole Favero, Emergency Services Officer:

P: 08 9771 7777
E: nicole.favero@manjimup.wa.gov.au.

Benjamin (Ben) Rose
Chief Executive Officer

22 October 2026

Important Matters for the Attention of Meeting Attendees:

- To ensure the proceedings are accurately recorded, this meeting may be electronically recorded in accordance with clause 6.16 of the *Shire of Manjimup's Standing Orders Local Law 2013*; and
- Any recommendations in this meeting are unable to be acted upon until such time as the recommendations are endorsed by Council, with the exception of recommendations that are of an administrative nature.

Function of Committee

Pursuant to *Section 67 of the Bush Fires Act 1954* the of the Shire of Manjimup Bush Fire Advisory Committee is a committee of Council and reports on strategic matters of fire control and management of the bush fire network. The Bush Fire Advisory Committee is to represent Volunteer Bush Fire Brigades within the Municipality and to make recommendations to Council on the following:

1. Annual bushfire budget and relevant financial matters.
2. General management and communication within the Bushfire organisation.
3. Planning, setting standards and works program for fire prevention within the Shire.
4. Formation, rationalisation or winding up of any Bush Fire Brigades within the Shire.
5. Standards of equipment that should be provided and maintained under Brigade control.
6. Distribution of firefighting equipment and funding between Brigades.
7. Coordination of training to ensure Brigades can work together efficiently.
8. Review of Council's Fire Protection Strategy.
9. Any other matter relating to bushfire control.
10. The committee will establish working groups as necessary.

AGENDA

1. **Declaration of Opening the Meeting**
   ACKNOWLEDGEMENT OF COUNTRY
   The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.
2. **Announcements by Presiding Member**
3. **Attendance / Apologies & Review Membership and Contact Details**
4. **Declaration of Financial Interest**
5. **Confirmation of the Minutes of the General Meeting held 4 June 2026.**
6. **Council's Response to Minutes of the General Meeting held 4 June 2026.**

Ordinary Meeting

COUNCIL RESOLUTION

MOVED: Cr Darin SECONDED: Cr Bettink

29941

That Council receive and note the unconfirmed minutes of the Bush Fire Advisory committee (BFAC) meeting held 4 June 2026 as shown in Attachment: 9.16.2 (1).

ADOPTED BY EN BLOC RESOLUTION: 6/0

For: Shire President Buegge, Cr Bettink, Cr Darin, Cr De Campo, Cr Miolin, Cr Tempra.

Against: Nil.

COUNCIL RESOLUTION

MOVED: Cr Darin SECONDED: Cr Bettink

29936

That Council adopt the annual *Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice 2026-2027* pursuant to Section 33 of the *Bush Fires Act 1954,* as shown at Attachment 9.7.1 (1).

ADOPTED BY EN BLOC RESOLUTION: 6/0

For: Shire President Buegge, Cr Bettink, Cr Darin, Cr De Campo, Cr Miolin, Cr Tempra.

Against: Nil.

7. **Business Arising from Previous Minutes**
   7.1 Action List
8. **Correspondence**
9. **Members Reports**
   9.1 Chief Bush Fire Control Officer

- 9.2 CESM and Training Coordinator
- 9.3 Department Fire and Emergency Services
- 9.4 DBCA Parks and Wildlife Services
- 9.5 Zone Delegate Reports

10. General Business
    - 10.1 FIFWA – Plantations Update
    - 10.2 SOP BFB 3.12 Lithium-Ion Battery Response
    - 10.3 General Matters from Members without Notice
11. Next Meeting to be held early 2027 date to be advised.
12. Declaration of Close of Meeting

7. Business Arising from Previous Minutes

7.1 Action List

Action & Meeting Date	Action	Update	Status	Person Responsible
23/04 **22/03/2023**	**Brigade/Shire owned Slip On Units**	**22/03/23:** In Item 10.3 BFAC recommendation for CESM to inspect all Brigade/Shire owned slip on units and report to BFAC in July. **BFAC DECISION 2023/05** **12/07/23:** Commenced work, designed new *Form 5.3.24 Appliance – Brigade Owned Slip-ons and Fast Fill Trailers – Report* and currently still compiling these together with photos for report which will present at next BFAC meeting. **17/04/24:** Work in progress. **24/07/24:** Slowly building a list. Ongoing. **30/10/24:** The list is gradually being completed. Ongoing **16/07/25:** Ongoing. **24/02/26:** Ongoing **04/06/26:** Ongoing **11/11/26: Ongoing**	In progress	Todd Ridley
23/11 **12/07/2023**	**Contingency Plan for Chief & Deputy CBFCO's**	**12/07/23:** Shire Administration to add this to FCO & Captain Meeting as an Agenda Item to address if there is a contingency plan for the Chief's or if there is a need to reintroduce Senior FCO or Chief in Training for succession planning. **17/04/24:** This was part of the FCO and Captains Meeting presentation that was held in October 2023 with no clear direction received from members. Ongoing. **24/07/24:** Discussion with some options of looking at a second Deputy but the Act doesn't allow for two, could look at ranking FCOs with a Senior FCO who could learn and assist with skeds and at incidents. ACTION: CESM to prepare a recommendation on this for next BFAC Meeting. **30/10/24:** CESM requested BFAC Members to give more thought to this and also see what the new Act says when it comes out. Ongoing **16/07/25:** Ongoing **24/02/26:** Discuss at both the Thank a Volunteer Event and next FCO & Captains Meeting.	In Progress	Todd Ridley

		04/06/26: Just waiting for the event to be held and will raise it at that time. **11/11/26: Ongoing**		
25/Task3 **16/07/2025**	**Ringbarkers BFB – Removal of Back Wall and Add Bars to Window**	**16.07.25:** That Shire Administration remove the back internal wall in Ringbarkers BFB Shed and look at placing bars on window. **24/02/26:** This went out to quote last week, in progress. **04/06/26:** Waiting on inspection by contractor **11/11/26: Now Complete and can be removed.**	Completed	Todd Ridley
25/06 **16/07/2025**	**Appeal LGGS Decision to Not Fund Additional Appliances**	**16.07.25:** That Shire Administration appeal the Local Government Grant Scheme 2025-2026 Capital Grants decision to not fund a 2.4 Broadacre for the Dunreath BFB or Diamond BFB. **24/02/26:** The Shire lodged appeal and there was a pre-appeal teams meeting held between CEO, Director, CESM and DFES Finance lead. Now awaiting appeal information from DFES. Chris Sousa DFES, advised there was no contact to LWS DFES for comment from the Appeals committee but they meet in March/April so may be waiting til this time. Ongoing. **04/06/26:** Nothing yet received. Chris Sousa advised a Determination has been made and the Shire should receive the outcome in coming weeks. **11/11/26: Will email SEMC on date.**	In Progress	Todd Ridley
25/Task5 **16/07/2025**	**Amalgamation of Upper Warren, Quinninup & Quinninup Town**	**16.07.25:** That Shire Administration and Chief's to pursue the request for amalgamation between Upper Warren, Quinninup & Quinninup Town BFB's. **24/02/26:** CBFCO's discussed with Quinninup Town and they were reluctant to amalgamate, no resolution yet, look at inviting Brigades to BFAC Meeting to discuss. It was decided to call a meeting with these Brigades, CESM and Chief's. Ongoing. ***ACTION: "That Shire Administration to send invite to Quinninup Town, Quinninup Rural and Upper Warren to meet with Chief's and CESM to discuss the best action regarding Amalgamation of Brigades."*** **04/06/26:** This is still to be actioned, Chiefs will arrange with CESM and Brigades. **11/11/26: Not Actioned from Brigades. Look at completing?**	In Progress	Todd Ridley & Chiefs
26/Task1	**Thank a Volunteer Event inc FCO & Captains Meeting**	**24.02.26:** Commence planning the Thank a Volunteer Event	In Progress	Todd Ridley

		04/06/26: Emailed Brigades requested feedback and ideas, received a couple of responses and ideas ie show and tell. Incorporate FCO & Captain Meeting together with the Thank a Volunteer Event, members all agreed. Event to be held at the Pemberton Golf Club first weekend of October and have various appliances and other equipment on show, Guest speakers, possible medals dependant on timeline and also requested everyone wears name tags. An invite is to be sent out to brigades and then they will be responsible for supplying the number of attendees from their own brigade for catering purposes. **11/11/26: Due to lack of response this was postponed until end of season.**		

5. Confirmation of the Minutes of the General Meeting held 4 June 2026.

RECOMMENDATION/BFAC DECISION 2026/XX

"That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held 4 June 2026 be confirmed as a true and correct record."
Moved: **TBA**
Seconded: **TBA**

CARRIED: XX/0

10.2 SOP BFB 3.12 Lithium-Ion Battery Response

RECOMMENDATION/BFAC DECISION 2026/XX

"That Bush Fire Advisory Committee authorise and accept the new Safe Operation Procedures *SOP BFB 3.12 – Lithium-Ion Battery Response.*"
Moved: **TBA**
Seconded: **TBA**

CARRIED:XX/0