SHIRE OF
MANJIMUP

AGENDA

Bush Fire Advisory Committee

24 February 2026

Notice of Meeting

Please be advised that a meeting of the Shire of Manjimup Bush Fire Advisory Committee will be held on Tuesday, 24 February 2026 commencing at 7.00pm.

Manjimup Emergency Services Collocation Building
46 Bath Street
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

3 February 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 & Membership and Contact Details**
4. **Declaration of Financial Interest**
5. **Confirmation of the Minutes of the General Meeting held Wednesday 16 July 2025.**
6. **Council's Response to Minutes of the General Meeting held Wednesday 16 July 2025.**

COUNCIL RESOLUTION

MOVED: Cr Eiby SECONDED: Cr De Campo

29711

That Council:

1. **Receive and note the unconfirmed minutes of the Bush Fire Advisory Committee (BFAC) meeting held Wednesday 16 July 2025 as shown in Attachment: 9.16.3().**

2. **Amend the Terms of Reference as recommended by the Bush Fire Advisory Committee to reflect the change of Appointments for the two year period commencing 18 October 2023 being, accept the resignation of Eric R Beckett – Coastal Zone with the position now Vacant in accordance with Attachment: 9.16.3().**

ADOPTED BY EN BLOC RESOLUTION: 9/0

COUNCIL RESOLUTION

MOVED: Cr Eiby SECONDED: Cr De Campo

29707

That Council adopt the 2025/2026 Annual Firebreak and Fuel Hazard Reduction Notice pursuant to Section 33 of the *Bush Fires Act 1954*, as shown at Attachment 9.7.1 (1).

ADOPTED BY EN BLOC RESOLUTION: 9/0

COUNCIL RESOLUTION

MOVED: Cr De Campo SECONDED: Cr Buegge

29718

That Council:

1. **Adopt the revised Council Policy 5.3.2 - Chief and Deputy Chief Bush Fire Control Officer Honorarium and Volunteer Training Officer as shown at Attachment: 9.7.2(1).**

2. **Adopt the revised Council Policy 5.3.16 - Resource to Risk Fire Fighting as shown at Attachment: 9.7.2(1).**

3. **Adopt the revised Council Policy 5.3.25 – Fire Protection Shire Brigade owned Fire Fighting Appliances as shown at Attachment: 9.7.2(1).**

4. **Direct the Chief Executive Officer to increase the honorariums paid to the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer by an additional $1,500 each, for the 2025-26 year onwards.**

5. **Direct the Chief Executive Officer to review the Honorarium Budget allocation item for the 2025/26 Shire Budget as part of the annual Budget Review in January / February 2026.**

6. **Direct the Chief Executive Officer to annually review the honorarium paid to the Shire's volunteer bush fire brigade officers in the lead up to the adoption of each Annual Budget.**

Reasons:

- **The Shire of Manjimup carries perhaps the greatest bush fire risk of all local governments in Western Australia. This is evidenced by the scale and impact of bush fires in recent years (O'Sullivan, Chesapeake).**
- **Regularly reviewing the honorarium ensures that the payment acknowledges the significant time, skill, and risk these volunteers undertake every fire season.**
- **It also acknowledges their vital service to the community and may help retain experienced officers by showing that their contributions are valued. This also prevents the honorarium from becoming stagnant and losing its symbolic value over time due to inflation.**

CARRIED: 9/0

For: Shire President Buegge, Cr Darin, Cr De Campo, Cr Eiby, Cr Miolin, Cr Omodei, Cr Ventris, Cr Willcox, Cr Winfield.

Against: Nil.

COUNCIL RESOLUTION

MOVED: Cr Eiby **SECONDED: Cr De Campo**

29708

That Council adopt the Shire of Manjimup Bushfire Risk Management Plan 2025 – 2027 as shown at Attachment 9.7.3 (2).

ADOPTED BY EN BLOC RESOLUTION: 9/0

COUNCIL RESOLUTION

MOVED: Cr Darin **SECONDED: Cr Burns**

29750

That Council:

1. **Appoint the following representatives to the Bush Fire Advisory Committee for the biennial period 21 October 2025 to 16 October 2027.**

Cr Buegge	Council Member
Todd Ridley	Community Emergency Services Manager
Remo Pessotto	Chief Bush Fire Control Officer
Richard Williams	Walpole Zone (Walpole)
Peter Hill	Coastal Zone (Northcliffe)
Keith Scott	Pemberton West Zone (Springfield)
Shane Otway	Pemberton North Zone (Pemberton Rural)
Tom Muir	Manjimup East Zone (Perup, Dunreath & Mordalup)
Brad Wren	Manjimup West Zone (Yanmah & Glenoran)
Frank Shaw	Manjimup North West Zone (Ringbarkers)
Josh Kanny	Manjimup Central East Zone (Balbarrup, Dingup & Diamond)
Peter Parker	Manjimup South West Zone (Seven Day Road)
Bill Rice	Manjimup South East Zone (Quinninup, Quinninup Town, Upper Warren & Smithbrook)

PROXIES

Cr Willcox	Council Member (proxy)
Stephen Burch	Senior Ranger (proxy)
Brad Wren	Deputy Chief Bush Fire Control Officer (proxy)
Glen Burton	Walpole Zone (proxy)
Mark Batty	Coastal Zone (proxy)
Vacant	Pemberton West Zone (proxy)
Vacant	Pemberton North Zone (proxy)
Kent Muir	Manjimup East Zone (proxy)
Steve Vidovich	Manjimup West Zone (proxy)
Paul Tempra	Manjimup North West Zone (proxy)
Robert Thorn	Manjimup Central East Zone (proxy)
Drew Carruthers	Manjimup South West Zone (proxy)
Vacant	Manjimup South East Zone (proxy)

NON-VOTING

Department of Fire and Emergency Services
Department of Biodiversity, Conservation and Attractions
Bush Fire Brigade Training Coordinator

2. **Appoint Shire President Buegge as Presiding Member of the Bush Fire Advisory Committee.**

3. **Appoint Cr Willcox as Deputy Presiding Member of the Bush Fire Advisory Committee.**

CARRIED: 9/0

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

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**

9.6

10. General Business
    - 10.1 ADFRS, Fire Weather District Review Summer 2026
    - 10.2 Manjimup Emergency Services Colocation Building – Ownership Review
    - 10.3 Thank a Volunteer Event Discussion
    - 10.4 Election Funding Commitment $20,000 -Telstra Cel-fi for Bush Fire Brigades.
    - 10.5 Shire of Manjimup Fuel Hazard Reduction and Mitigation Plan 2026-2030
    - 10.6 General Matters from Members without Notice
11. Next Meeting to be held 3 June 2026.
12. Declaration of Close of Meeting

7. Business Arising from Previous Minutes

7.1 Action List

Action & Meeting Date	Action	Update	Status	Person Responsible
23/03 22/03/2023	**Shire of Manjimup Bush Fire Brigade Local Laws**	**22/03/23:** Recommendation that Council accept and proceed with the legal requirements of the Local government Act 1995 in implementation. **BFAC DECISION 2023/04** **12/07/23:** Presented at Council meeting ……..**COUNCIL RESOLUTION 29098**, Advised Ministers and went to advertising as per agenda item, now waiting on Ministers comments and then it goes to Joint Standing Committee. **17/04/24:** Joint Standing Committee commented and amendments were required in regard to Appointment of Members. Draft being submitted to Council at meeting 11 April 2024. **24/07/24:** Went to Council for Consideration of Submissions and Final Adoption of Shire of Manjimup Bush Fire Brigade Amendment Local law 2024 and has now gone to be Gazetted and then will go back to State. Ongoing. **30/10/24:** Local Laws Gazetted, waiting on a response/comment from Joint Standing Committee. Ongoing **16/07/25:** Ongoing **24/02/26: Ongoing**	In progress	Todd Ridley
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	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:** Update – Discuss this at both the Thank a Volunteer Event and next FCO & Captains Meeting	In Progress	Todd Ridley
24/03 **24/07/2024**	**Amalgamation of Yanmah & Glenoran BFBs**	**24/07/24:** Shire Administration to proceed with advertising for the Amalgamation of Yanmah and Glenoran Bush Fire Brigades, with the name to remain as Yanmah Bush Fire Brigade. **30/10/24:** Advertising completed on 21 August with no submissions received. Discussed in General Business for Report and Recommendation where it was voted and accepted with Recommendation "That Council approve the amalgamation of Yanmah and Glenoran Bush Fire Brigades and name that brigade Yanmah. **BFAC RECOMMENDATION 2024/09** **16/07/25:** Went to Council on 12 December and was adopted Now needs to be lodged with DFES to complete registration. **COUNCIL RESOLUTION 29601** Donelle Buegge, Shire President, asked regarding the Glenoran BFB Shed as she has someone who would like to have this asset. The committee advised that they need to retain this for the Glenoran community to house their fire fighting assets. **24/02/26:** This is now completed and DFES have actioned.	Completed	Todd Ridley
25/Task **16/07/2025**	**Strategic Water Tank Repairs - Thompson Road**	**16.07.25**: CBFCO requested repairs to leaning tank off Thompson Road, CESM advised it is not ELS funded but will add to Budget. **24/02/26:** Update – Need to request additional Capital Funding of $6,500 from Council in the 26/27 Budget for Repairs to Strategic Water Tank.	In Progress	Todd Ridley

25/Task 16/07/2025	**Pemberton Rural BFB – Deregistering a Brigade from ATO**	**16.07.25:** That Shire Administration provide information from finance regarding deregistering a Brigade from ATO. **24/02/26:** Update – Todd responded to Brigade with the information that was requested regarding deregistering the Brigade from ATO.	Completed	Todd Ridley
25/Task 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:** Update still in progress	In Progress	Todd Ridley
25/Task 16/07/2025	**FCO & Captains Meeting**	**16.07.25:** That Shire Administration commence planning of the FCO & Captains Meeting in October. **24/02/26:** Update – Due to low numbers the 2025 Meeting was cancelled.	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:** Update – The Shire lodged appeal and there was a pre-appeal meeting held between CEO, Director, CESM and DFES Finance lead. Now awaiting appeal information from DFES. Ongoing.	In Progress	Todd Ridley
25/Task 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:** Update – CBFCO's discussed with Quinninup Town and they were reluctant to amalgamate, no resolution yet, look at inviting Brigades to BFAC Meeting to discuss. Ongoing.	In Progress	Todd Ridley & Chiefs
25/Task 16/07/2025	**Meeting with Plantation Companies**	**16.07.25:** That Shire Administration invite Plantation representatives to BFAC Meeting, to discuss their Fire Strategy Plans. **24/02/26:** Update – Awaiting appointment of FPC's Fire Coordinator, once they commence Shire admin will send invite. Ongoing.	In Progress	Todd Ridley