SHIRE OF MANJIMUP

AGENDA

Bush Fire Advisory Committee

4 June 2026

Notice of Meeting

Please be advised that a meeting of the Shire of Manjimup Bush Fire Advisory Committee will be held on Thursday, 4 June 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

18 May 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 24 February 2026.**
6. **Council's Response to Minutes of the General Meeting held 24 February 2026.**

COUNCIL RESOLUTION

MOVED: Shire President Buegge SECONDED: Cr Tempra

29867

That Council:

1. **Receive and note the unconfirmed minutes of the Bush Fire Advisory Committee (BFAC) meeting held Tuesday 24 February 2026 as shown in Attachment 9.16.1 (1).**
2. **Instruct the Shire of Manjimup Chief Executive Officer to write to the Department of Fire and Emergency Services requesting that the Shire of Manjimup be issued its own Fire Weather District removing the Shire of Nannup, and to name that Fire Weather District "Southern Forest".**
3. **Instruct the Shire of Manjimup Chief Executive Officer to request that the Department of Fire and Emergency Services undertake a review of the Bush Fires Act 1954 to allow for the creation of Sub-Fire Weather Districts.**
4. **Release the Manjimup Emergency Services Co-Location Facility under a Management Order to the Department of Fire and Emergency Services (DFES).**
5. **Instruct the Shire of Manjimup Chief Executive Officer to facilitate the Shire of Manjimup and the Bush Fire Brigade network to exit the facility, including the Bush Fire Brigade bay.**
6. **Instruct the Shire of Manjimup Chief Executive Officer to investigate options for an appropriate facility to house Shire of Manjimup Bush Fire Brigade equipment and emergency services operations, including consideration of a training/meeting room with capacity to manage Level 1 and Level 2 incidents, then prepare a report to Council outlining the findings and recommendations for a facility prior to the 2026/2027 Shire of Manjimup Budget Review.**
7. **Endorse the draft Shire of Manjimup Bushfire Mitigation Plan 2026-2030 as shown in Attachment 9.16.1 (2).**

CARRIED: 7/0

For: Shire President Buegge, Cr Bettink, Cr Burns, 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
10. General Business
    - 10.1 Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice 2026/2027
    - 10.2 FCO and Captains Meeting 2026
    - 10.3 General Matters from Members without Notice
11. Next Meeting to be held 4 November 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
23/04 **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: Update** – still 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 this at both the Thank a Volunteer Event and next FCO & Captains Meeting.	In Progress	Todd Ridley

		***04/06/26: Update** – still 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: Update –** Waiting on inspection by contractor.*	In Progress	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: Update –** nothing received.*	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: Update***	In Progress	Todd Ridley & Chiefs
25/Task6 **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:** Awaiting appointment of FPC's Fire Coordinator, who has now been appointed. Look at inviting Alison Raper, combined group FIFWA to next BFAC Meeting. ***ACTION: "That Shire Administration to invite FPC and FIFWA representatives to next BFAC Meeting, to discuss their Fire Strategy Plans for Plantations.".*** ***04/06/26: Update** – Email sent to Alison with request.*	In Progress	Todd Ridley

26/Task1	**Thank a Volunteer Event**	**24.02.26:** Commence planning the Thank a Volunteer Event ***04/06/26: Update –*** *Email sent out requesting ideas.*	IP	Todd Ridley

5. Confirmation of the Minutes of the General Meeting held Tuesday 24 February 2026.

RECOMMENDATION/BFAC DECISION 2026/XX

"That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held Tuesday, 24 February 2026 be confirmed as a true and correct record."
Moved: **TBA**
Seconded: **TBA**

CARRIED: XX/0

10.2 Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice 2026/2027

RECOMMENDATION/BFAC DECISION 2026/XX

"That Council endorse the *Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice 2026/2027* ."
Moved: **TBA**
Seconded: **TBA**

CARRIED:XX/0