



# **CONFIRMED**

# **MINUTES**

## **BUSHFIRE ADVISORY COMMITTEE MEETING**

held

**9<sup>th</sup> July 2025**

At

Shire of Dardanup  
Administration Centre Eaton  
1 Council Drive - EATON



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## **VISION STATEMENT**

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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**COMMITTEE MEMBERS:**

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District (Deputy Chairperson)
Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Lyndon Skeers	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup District
Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Brendon Putt	-	FCO Dardanup Central District
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Russel Harvie	-	FCO Wellington Mill District
Mr Alan Charlton	-	Fire Weather Officer
Mr Ricky Southgate	-	Department of Fire & Emergency Services
Mr Jewell Crossberg	-	Department of Biodiversity, Conservation and Attractions
Cr. T Gardiner	-	Elected Member (Chairperson)
Cr. A Jenour	-	Elected Member
Cr. T Bell	-	Elected Member (Proxy)

**STAFF MEMBERS**

Mr Stephen Loiterton	-	Coordinator Health, Emergency and Ranger Services
Mr Dallas Brennan	-	Emergency Management Officer
Mr Paul Sydney-Smith	-	Senior Ranger

**OBSERVERS**

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Patrick Hughes	-	Manager Development Services

## COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.  Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

## DISCLAIMER

"Any statement, comment or decision made at a Council or Committee 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 that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, 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. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

## SHIRE OF DARDANUP

### **MINUTES FOR THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 9<sup>TH</sup> JULY 2025, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.**

#### **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Chairperson, Cr T Gardiner declared the meeting open at 7.04pm welcomed those in attendance and referred to the Disclaimer and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

##### *Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.*

##### *Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

*Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.*

*The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.*

*Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.*

##### *Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).*

<b>2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED</b>
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**2.1 Attendance**

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District (Deputy Chairperson)
Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Neil Dyer	-	FCO West Dardanup District
Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Brendan Putt	-	FCO Dardanup Central District
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Russel Harvie	-	FCO Wellington Mill District
Mr Alan Charlton	-	Fire Weather Officer
Mr Anthony Congdon	-	Capt Ferguson District – Proxy
Mr Rowan Hunter	-	Department of Fire & Emergency Services
Mr Jewell Crossberg	-	Dept of Biodiversity, Conservation and Attractions (Teams)
Cr. T Gardiner	-	Elected Member (Chairperson)
Cr. A Jenour	-	Elected Member (Teams)

**STAFF MEMBERS**

Mr Stephen Loiterton	-	Coordinator Health, Emergency and Ranger Services
Mr Dallas Brennan	-	Emergency Management Officer
Mr Paul Sydney-Smith	-	Senior Ranger
Mrs Donna Bailye	-	Manager Governance
Ms Amy Bywaters	-	Executive Assistant – CEO & Shire President

**OBSERVERS**

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Patrick Hughes	-	Manager Development Services
Mr Fin Dau	-	Captain – Dardanup Central

**2.2 Apologies**

Mr Lyndon Skeers	-	FCO Ferguson District
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<b>3. PRESENTATIONS</b>
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None.

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**4.1 Bushfire Advisory Committee Meeting Held 12<sup>th</sup> of March 2025**

**BFAC RECOMMENDED RESOLUTION**

BFAC 03-25      MOVED -      Mr Grant Ratcliffe      SECONDED -      Mr Russell Harvie

**THAT the Minutes of the Bushfire Advisory Committee Meeting held on 12<sup>th</sup> March 2025, be confirmed as true and correct subject to no corrections.**

CARRIED

**5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

**6. DECLARATION OF INTEREST**

"Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

*Discussion:*

*The Chairperson, Cr. T G Gardiner asked if there were any Declarations of Interest to be made.*

*There were no Declarations of Interest made*

**7. ACTION SHEET UPDATE**

No actions outstanding.

<b>8</b>	<b>REPORTS OF OFFICERS AND COMMITTEES</b>
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8.1

Title: Update Report from Chief Bush Fire Control Officer

**Reporting Department** CBFCO - Dardanup  
**Reporting Officer** Mr Chris Hynes

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

**Activity Report since Last BFAC Meeting**

<i>Fire Call Outs</i>	Moore Road Laminex multiple fires. Attendance to fires outside of Dardanup. Brigades have attended incidents and have been praised for their efforts.
<i>Appliance and Equipment</i>	Brigades will have to be patient waiting for replacement appliances. No known dates.
<i>Training</i>	Attended training officers meeting at Ferguson. I'm pleased with the good work being done by the group.
<i>Meetings Held</i>	Regional operational advisory committee ROAC 6 June Chiefs Forum 11 <sup>th</sup> to 13 <sup>th</sup> June Fire prevention order meeting Question for fire notices dates. Should we extend our restricted date out to May?
<i>Membership – Recruitment/Resignation</i>	
<i>Concerns</i>	<p>LGGS budget over spend 2024/2025 what was the outcome. Has the Shire received all the full amount back from DFES.</p> <p>If the overspend has been received back in full could some of that money be put into a fund to pay for items not covered by LGGS like funding for expenditure that isn't covered under the LGGS for items such as traffic management, road side burns and Shire reserves that are not covered under MAF.</p> <p>High season appliances, concerns about the reduced standard equipment on these appliances. Each appliance should replicate similar appliances with the same number of hoses and fittings equipment as a standard appliance would have that is allocated to any operational brigade. If you are trained to work on a similar appliance the High season should be equipped the same.</p>

	<p>This is a safety issue for crews to have the correct equipment regardless of its role (High season).</p> <p>Call outs concern that if a neighboring Shire request a brigade direct from within our Shire there is no protocol that Comcentre must call our Group call or the Chief or other Deputy's, this is not ideal. It is up to the Shires leadership as to which brigade attends incidents outside the Shire. Noting that we are always ready to help other Shires, and other Shires are experiencing the same problem. Need to raise this to the next level. I'll raise this item at the next ROAC.</p>
<p><i>Initiatives</i></p>	<p>Mapper I have been using the mapper APP. This is a handy tool for mapping fires and planned burns. I strongly recommend Brigades start getting their members on to it, ASAP. Each brigade received an email from Ricky Southgate on how to install it.</p> <p>MAF funding identifying new mitigation projects arrange meeting with Mel Howard.</p>
<p><i>Other News</i></p>	

#### Item/s For BFAC Discussion

1. *Item One – Fire Prevention Order*

Dates stay with the existing dates or extend out into May. This has been the trend for as long as I have been CBFCO. The need to extend the restricted period.

*Discussion:*

*Mr Chris Hynes sought clarity on funding from DFES for the 2024/25 budget allocation. It was confirmed that the funds in question had been paid to the Shire by DFES.*

*Mr Chris Hynes reported to the Committee the poor equipment status for the High Season appliance allocated to the Brigade. He advised that this matter has been raised at the recent Chiefs Forum, and has also been discussed further with the Shire of Dardanup FCO's.*

*Mr Chris Hynes updated the Committee on the procedures for mobilisations to adjoining Shires. It has now been established that neighbouring Chief Fire Control Officers will contact the Shire of Dardanup Chief or Deputy Chief to approve any mobilisations.*

## 8.2 Title: Department of Biodiversity, Conservation & Attractions – Officer Report

**Reporting Department** Department of Biodiversity, Conservation and Attractions  
**Reporting Officer** Mr Jewell Crossberg

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

### FURTHER INFORMATION

#### Officer Comment

*Following the distribution of the Agenda the Department of Biodiversity, Conservation & Attractions has submitted the following updated report. The report was tabled at the meeting.*

#### **Shire of Dardanup - BFAC Meeting, 9 July 2025** **DBCA, Parks and Wildlife Service, Wellington District Report**

##### *1. Prescribed Burning Autumn 2025*

Wellington District: 6 Burns Commenced/Completed.  
Approx. 6,656 ha total.

WTN\_074 – Western (Continuing) – 95 ha.

WTN\_102 – Bennelaking (Completed) – 4016 ha.

WTN\_139 – Fleays (Continuing) – 63 ha.

WTN\_142 – Leach (Continuing) – 2099 ha.

WTN\_144 – Shotts (Continuing) – 16 ha.

WTN\_143 – FPC 2R Heaps (Continuing) – Mungalup 29 ha.

– McLarty 338 ha.

##### *2. Prescribed Burning Planned 2025-26*

The district has recently had its annual Burn Options Program corporately approved.

There are six burn options within our annual Burn Options Plan falling within the Shire of Dardanup, with priorities reflecting South-West Regional Fuel Management Plan objectives. We will continue to extend invitations for brigades to participate alongside our crews closer to implementation.

Members will soon be able to familiarise themselves with the new Burn Options Program, available through the Prescribed Burning section of the DBCA website.

##### *3. Bushfires*

As of the 30th of June, we have had 141 bushfires in the Wellington District, 19 within the Shire of Dardanup. As we ramp up to another fire season, we would like to extend our thanks to our brigade counterparts for their historic assistance and look forward to continuing our working relationship.

#### 4. Staff/ Staff Changes

**District Fire Coordinator Collie** – Jewell Crossberg. (0427 412 828).  
**Fire Operations Officer Harvey** – Darren Harvey (0428 552 793).  
**Fire Operations Officer Collie** – Garth Grimsley (0460 621 431).  
**Acting Road Management Officer** – Afie Jazreen (0437 806 867).  
**Acting Fire Operations Officer Collie** – Jayden Cull (0418 125 657).

#### DBCA, Parks and Wildlife Service, Wellington District Report

##### 8.2.1 Prescribed Burning - Autumn 2025

- Based on the current weather forecast, Wellington District's Autumn burn program is rapidly coming to an end.
- From April 2025 to date, approximately 6540ha have been treated across the district.
- The link below is a good source to identify prescribed burns currently in the DBCA Burn Options Program (BOP). Please note these are burn options and not all areas listed will be treated in the FY.
- When inquiring about a specific area, use the prescribed burn number listed on the website. For example, WTN\_146.

[Burn Options Program | Department of Biodiversity, Conservation and Attractions](#)

##### 8.2.2. Bushfires

As at 26<sup>th</sup> May 2025, 136 bushfires have been recorded on DBCA managed tenure since the start of the financial year, 18 within the Shire of Dardanup.

Thank you to all contributing agencies for the efforts with your local fires and the essential assistance with other DBCA and DFES fires.

##### 8.2.3 Staff/ Staff Changes

**District Fire Coordinator Collie** – Jewell Crossberg. (0427 412 828).  
**Fire Operations Officer** – Darren Harvey (0428 552 793).  
**Fire Operations Officer** – Garth Grimsley (0460 621 431).  
**Fire Operations Officer** – Afie Jazreen (0437 806 867).

Received

8.3 *Title: Department of Fire & Emergency Services (DFES) – Mr Ricky Southgate*

**Reporting Department** DFES

**Reporting Officer** Mr Ricky Southgate

**(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)**

8.3.1 *Fire Season 24/25*

Conditions are starting to ease with the SDI still sitting around 1700 in Harvey and 1500 in Collie. While conditions are easing, we are much drier than the 5-year average and still sitting in dryer conditions than this time last year. This has been evident with the increase in lost prescribed burn on private property across the Southwest district.

We have had a consistent season across the Southwest and the Department acknowledges and thanks every volunteer and staff member from the Shire of Dardanup that has aided across the Southwest. The professionalism, organisation and effective response has seen fires controlled effectively.

8.3.2 *Training*

The DFES Southwest region has emailed the 2025 training calendar, please make sure this has been emailed to all members, and they are aware of the application process through Eacademy for additional training requirements.

8.3.3 *Brigade training Nights*

I would like to congratulate all the Shire brigades on the work to facilitate brigade level training. The uptake of training has been well received and as always, I am happy to attend brigade training nights to support and assist as required.

8.3.4 *High Season Fleet*

The Shire of Dardanup had a high season fleet 2.4 and have crewed this when required this fire season supporting fires within and outside the Shire of Dardanup. This work from Shire of Dardanup crews has been extensive and extremely appreciated by the Department and surrounding LGA.

DFES SW have managed to keep 2x LT and 1 x 2.4 for mitigation fleet. Should the Shire require them to assist in completing prescribed burns, please reach out.

*RECEIVED*

**8.4 Title: Burekup District Fire Control Officer Report – Mr Clay Rose**

<b>Reporting Department</b>	<i>Burekup BFB</i>
<b>Reporting Officer</b>	<i>Mr Clay Rose - FCO</i>

**(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)**

**Activity Report Since Last BFAC Meeting**

<i>Fire Call Outs</i>	23-3-25 Dowdells Line north ( Burekup ). 27-3-25. Henty Road south ( Ferguson) 2-4-25 . Moore Road , Cobble Stone Road (West Dardanup) . 11-4-25 Palmer / shots (Collie) 1-5-25 Preston settlement (Collie) 18-5-25 Simpson Road (Burekup) Butcher Road (Upper Ferguson )
<i>Appliance and Equipment</i>	No issues besides air compressor.
<i>Training</i>	None.
<i>Meetings Held</i>	AGM on 10 <sup>th</sup> April 2025.
<i>Membership – Recruitment/Resignation</i>	Steady.
<i>Concerns</i>	2 Resignations.
<i>Initiatives</i>	Attended ANZAC service at River Valley Primary Burekup.
<i>Other News</i>	None.

**Item/s For BFAC Discussion**

*Discussion:*

*Mr Clay Rose provided the Committee with an update on a recent fire incident at Dowdells Line and reported a decline in the number of permits issued.*

8.5 Title: Dardanup Central District Fire Control Officer Report – Mr Brendon Putt

**Reporting Department** Dardanup Central BFB  
**Reporting Officer** Mr Brendon Putt

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

**Activity Report since Last BFAC Meeting**

<i>Fire Call Outs</i>	Six call outs since last BFAC.
<i>Appliance and Equipment</i>	Appliance in good working order no outstanding faults
<i>Training</i>	Training, every two weeks, in fire season since the AGM we are having monthly meeting.
<i>Meetings Held</i>	Cadets Program details.
<i>Membership – Recruitment/Resignation</i>	1 Resignation.  Wayne Cross a member of 23 years has stepped down as Captain. He has been an amazing volunteer, over a long time and we wish him all the best on retirement
<i>Concerns</i>	None.
<i>Initiatives</i>	Cadets program meeting held program is up and running again.

**Item/s For BFAC Discussion**

1. *Item One – DFES Fuel Card*

The brigade would like to know if there would be support to request the fuel card be an option for providing food for brigade events.

We currently fund raise and spend over a \$1000 per year on annual Xmas party, AGM and monthly sausage sizzles. These events are very important for building community engagement with the brigade. Regularly after training we would do a sausage sizzle for 15 to 20 members which generally cost about \$50. We buy a Coles card and this is used for food only and no alcohol.

The existing fuel card is shared between approx. 30 x members of about \$30 dollars each, the brigade voted in full support to request this motion.

*Discussion*

*The Committee discussed the request for an allocation of funding to each Bushfire Brigade to allow for the provision of food being supplied at Brigade training programs. Mr Brendan Putt put forward a Committee resolution for Council endorsement of this recommendation. Mr Neil Dwyer seconded the motion with an amendment to define that funding is for training related purposes.*

**BFAC RECOMMENDED RESOLUTION**

BFAC 04-25      MOVED -      Mr Brendan Putt      SECONDED -      Mr Neil Dwyer

**THAT the Bushfire Advisory Committee recommends that Council supports the allocation of \$500 per brigade for provision of funding for training related purposes.**

**CARRIED.**

8.6

Title: Ferguson Fire Control Officer Report – Mr Lyndon Skeers

**Reporting Department** Ferguson BFB  
**Reporting Officer** Mr Lyndon Skeers

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report since Last BFAC Meeting

<i>Fire Call Outs</i>	Six.
<i>Appliance and Equipment</i>	OUTSTANDING – repairs to stand pump.
<i>Training</i>	Monthly training is progressing, a number of members have completed additional training as per the DFES regional training calendar.
<i>Meetings Held</i>	3 (AGM + 2 Leadership Meetings).
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	The deadline for finalisation of the tender for shed upgrade is imminent. Concerns that we will not be able to meet the final date of 30 <sup>th</sup> June as advised by DFES and that we will lose funding. We request that this becomes a high priority.
<i>Initiatives</i>	None.
<i>Other News</i>	Received grant from South32 for handheld radios

Item/s For BFAC Discussion

## 1. Item One – Fuel Cards

We would appreciate an update on the fuel card issue/alternative fuel supplier.

*Discussion*

*Mr Anthony Congdon requested an update on the fuel card issues.*

*Director Sustainable Development, Mr Ashwin Nair advised that the matter was still being investigated and that steps were being put in place. Further advice on this would be forwarded when available.*

8.7 Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Mr Jeff Duncombe

**Reporting Department** Joshua Creek / Crooked Brook BFB  
**Reporting Officer** Mr Jeff Duncombe

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

**Activity Report Since Last BFAC Meeting**

<i>Fire Call Outs</i>	One.
<i>Appliance and Equipment</i>	None.
<i>Training</i>	Training with West Dardanup Burn off.
<i>Meetings Held</i>	AGM.
<i>Membership – Recruitment/Resignation</i>	None.
<i>Concerns</i>	None.
<i>Initiatives</i>	None.
<i>Other News</i>	None.

**Item/s For BFAC Discussion**

None.

8.8 Title: Upper Ferguson District Fire Control Officer Report – Mr Ryan Gibbs

**Reporting Department** Upper Ferguson BFB  
**Reporting Officer** Mr Ryan Gibbs - Captain

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

**Activity Report Since Last BFAC Meeting**

<i>Fire Call Outs</i>	5 since last meeting
<i>Appliance and Equipment</i>	Foam system offline – to be repaired at scheduled service.
<i>Training</i>	Difficult to engage members.
<i>Meetings Held</i>	AGM.
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	Roadside vegetation burning – many years of built up material without burning is a concern. Is it possible to formulate a simple and clear plan/program across the shire for roadside burning?
<i>Initiatives</i>	None.
<i>Other News</i>	None.

**Item/s For BFAC Discussion**

None

*Discussion:*

*The Committee discussed the corners raised regarding roadside vegetation burning.*

*Shire President, Mr Tyrrell Gardiner advised that money was allocated in the 2025-26 budget to assist with roadside burning.*

*Chief Executive Officer, Mr André Schönfeldt advised the Committee that the Director Infrastructure and Director Sustainable Development were working towards assisting the Brigades in this matter. There is a requirement for Traffic Management on all public roads. The Shire will assist in the development of these plans, however there will be a requirement for qualified personal to man and maintain traffic management during the burn process. It is critical that due processes for the roadside burns is undertaken, if not, this then causes Work Health and Safety issues. Working collaboratively on this is a Shire directive.*

8.9 Title: Waterloo District Fire Control Officer Report – Mr Rob Drennan

<b>Reporting Department</b>	Waterloo BFB
<b>Reporting Officer</b>	Mr Rob Drennan

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

#### Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	10 Call outs, 35 crew positions filled and approximately 18 hours on fire grounds.
<i>Appliance and Equipment</i>	Waterloo 3.4 reflective decals on both sides of the cab are scorched, Fire harrow holder bent.  Waterloo LT Handbrake needs adjusting.
<i>Training</i>	Training now reduced to once a month.
<i>Meetings Held</i>	National Volunteer Week Diner was held on 23 May 2025 with pizza van and ice cream van. A great night. Could have been better attended.
<i>Membership – Recruitment/Resignation</i>	None.
<i>Concerns</i>	The Bore that was put in to secure clean and reliable water source to the Waterloo station in the event of a sustained fire, or evacuation point, or incident Control point, is salty and not able to be used for this purpose.  What options are available going forward? Deepen Bore for better water quality? Desalination/ Filtration?
<i>Initiatives</i>	None.
<i>Other News</i>	None.

#### Item/s For BFAC Discussion

##### *Discussion*

*Mr Rob Drennan requested direction from the Committee on how to deal with the saline water being produced by the new bore put in place at Waterloo.*

*Director Sustainable Development, Mr Ashwin Nair advised that to qualify for an exemption the Bore can only go to a certain depth. It would need more investigation to see if this can go deeper. The matter would need to be taken on notice and to work out what is the best option for the Brigade.*

**ACTION 01/25**

**Director Sustainable Development to investigate Saline water issue at the Waterloo Bushfire Brigade Bore.**

**8.10**      *Title: Wellington Mill District Fire Control Officer Report – Mr Russell Harvie*

**Reporting Department**      *Wellington Mill BFB*

**Reporting Officer**      *Mr Russell Harvie*

**(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)**

No Report submitted.

**8.11**      *Title: West Dardanup District Fire Control Officer Report – Mr Neil Dyer*

**Reporting Department**      *West Dardanup BFB*

**Reporting Officer**      *Mr Neil Dyer*

**(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)**

**Activity Report Since Last BFAC Meeting**

<i>Fire Call Outs</i>	Since the last meeting, appliances have been deployed 19 times, three of these were related to local incidents.
<i>Appliance and Equipment</i>	The 1.4 is still operational and has attended fires, we have also had a seasonal 2.4 for the season which has been a great assistance to the brigade.
<i>Training</i>	From June, training will cut back to once per month for the winter season. We will return to twice a month in September to ensure all required training is able to be completed by crews prior to the start of the fire season.
<i>Meetings Held</i>	The executive have continued to hold its monthly meetings to ensure the smooth running of the brigade and that any issues raised are addressed in a timely manner.
<i>Membership – Recruitment/Resignation</i>	We have had two new members join the brigade, one as a new recruit and one was previously in a Capel brigade but has recently moved to Dardanup West.
<i>Concerns</i>	Seeking clarification whether or not the Shire is not providing food for the required BFB training conducted by the Shire for members outside of the DFES training program.
<i>Initiatives</i>	None.
<i>Other News</i>	None.

**Item/s For BFAC Discussion**

None.

8.12 Title: Coordinator Health, Emergency & Ranger Services Report – Mr Stephen Loiterton

**Reporting Department** Shire of Dardanup  
**Reporting Officer** Mr Stephen Loiterton – Coordinator Health Emergency & Ranger Services

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

**Summary of 2024/25**

The Shire's Bush Fire Brigades reported that they attended 63 operational responses over the past year. One incident was for a rescue operation, the remainder were for bushfires. Of those, 42 occurred during the restricted/prohibited periods.

The most significant response was to a bushfire on Moore Road which lasted 7 days, with 6 brigades involved on the first day.

Of the Shire's fire fighters:

- 89 attended at least 1 operational response

of those

- 59 attended between 1 and 5 operations;
- 14 attended between 6 and 10 operations;
- 13 attended between 11 and 20 operations; and
- 3 attended more than 20 operations

There were more operational responses than the previous year (up from 55). Less members participated in responses than the previous year (down from 111).

Other statistics to note over the past year:

- 30 new volunteers joined the brigades;
- 48 DFES long service awards were received by members;
- 66 national long service awards were received by members; and
- 47 Brigade training events were reported.

The breakdown of awards received by Brigade is:

Brigade	DFES Medal/Clasp	National Medal/Clasp
Burekup	6	1
Dardanup Central	13	8
Ferguson	12	2
Joshua Crooked-Brook	2	2
Upper Ferguson	0	16
Waterloo	7	13
Wellinton Mills	22	0
West Dardanup	4	4

\* If a volunteer is a member of 2 brigades they will be counted twice in this table

A full list of members who received awards is in Confidential Attachment A. Congratulations to all those volunteers for their medals and thank you for your service.

The Restricted Burning period commenced on 2<sup>nd</sup> November 2024. The Prohibited Burning period commenced on 15 December 2024 and concluded 11 April after being extended from 14<sup>th</sup> March. The Restricted Buning period concluded on 26<sup>th</sup> April 2025.

There were 25 infringements issued for failing to comply with the Shire's Fire Prevention Order, with an additional 68 warnings issued.

### **Mitigation Activity Fund**

The Western Australian government has established the Mitigation Activity Fund Grants Program (MAFGP) to reduce bushfire hazards that present a high risk to assets throughout the State. The program supports local governments with endorsed Bushfire Risk Management Plans to treat bushfire risk in their communities on State land that they manage.

The Shire of Dardanup has been granted \$242,350 for FY2024/25 to assist in undertaking 27 bushfire mitigation activities. Mitigation activities include mechanical treatments to reduce fuel levels, the creation of firebreaks and planned burns.

***Table of Approved Treatments***

25974 Mechanical works	Gavins Gully, West Dardanup	Completed
25975 Mechanical works	Maquire Place, Dardanup West	Completed
27010 Planned burn	Marri Reserve, Tulip Grove Eaton	Completed
27011 Chemical works	Marri Reserve, Millard St, Eaton	In progress
27012 Mechanical works	Reserve, Hale Street, Eaton	Completed
27013 Mechanical works	Reserve, Charterhouse Street, Eaton	Completed
27014 Mechanical works	Reserve, Charterhouse Street, Eaton	Completed
27027 Fire access way	Millar Creek Reserve, Hazelgrove Cr, Millbridge	Rolled over
27037 Mechanical Works	Millars Creek Reserve, Primrose Vista, Millbridge	Completed
27038 Mechanical works	Eaton Foreshore Reserve, Pratt Rd, Eaton	Completed
27039 Mechanical works	Reserve, Charolais Mews, Eaton	Rolled over
27040 Mechanical works	Reserve, Charolais Mews, Eaton	Completed
27041 Mechanical works	Reserve, Bailey Loop, West Dardanup	Completed
27042 Chemical works	Verges, Fire Access Way, The Dress Circle, Henty	Completed
27058 Fire access way	Reserve, Bailey Loop, West Dardanup	Completed
27059 Fire access way	Reserve, Bailey Loop, West Dardanup	Completed
27060 Fire access way	Reserve, Vera Place, West Dardanup	Completed
27061 Mechanical Works	Reserve, Dardanup Rd, West Dardanup	Completed
27062 Fire access way	Reserve, Dardanup Rd, West Dardanup	Completed
27063 Fire access way	Leicester Reserve, Collie River, Eaton	Completed
27069 Planned burn	Wellington Pine Plantation, King Tree Road	Completed
	Wellington Mills	

27070 Planned burn	Wellington Mills Road Wellington Mills	Completed
27071 Planned burn	Wellington Mills Road Wellington Mills	Completed
27085 Planned burn	Fire Access Way, Padbury Road West Dardanup	Completed
27340 Planned burn	Joshua Creek Rd Crooked Brook	In progress
27816 Access gate	Cormo Court, Eaton	Completed
37359 Planned burn	Gnomesville, Wellington Mill	Completed

The Shire will be seeking a 3-year grant covering 2025-2028. Pre-approval for up to \$675,000 has been given, however, applications are not due until the end of September. The Bushfire Risk Management Coordinator has reassessed risks and is identifying treatments to include in the application. The 3-year program should enable a little more flexibility with treatment scheduling.

*Discussion:*

*Mr Chris Hynes advised that through discussion with Ms Mel Howard, the Millar Creek Reserve, Hazelgrove Cr, Millbridge was no longer rolled over and would be undertaken and the Marri Reserve in Millard street was completed..*

### **Bushfire Risk Management Plan**

The Shire's Bushfire Risk Management Plan has been updated. The Office of Bushfire Risk Management has endorsed the plan. The Local Emergency Management Committee endorsed the plan on 9<sup>th</sup> May. The plan was approved by Council on 21<sup>st</sup> May 2025.

### **Local Government Grant Scheme**

Funding for Bush Fire Brigades and State Emergency Service units is allocated via the Local Government Grant Scheme, which itself is funded by moneys collected through the Emergency Services Levy. The Shire uses Local Government Grant Scheme to fund the operational and capital expenses of its eight brigades.

The Shire's current 2024/25 grant allocation is \$220,000, supplemented by \$10,554 for Line 9 submissions. As of 23 June a total of \$230,910 has been spent.

For 2025/26 the Shire sought \$350,000. This included a request for an additional \$90,000 for important building maintenance requirements. The Shire has been offered, and accepted, \$255,000 for the 2025/26 financial year. Up to \$20,000 of the increased allocation will be used to cover some of the building maintenance.

There are five Line 9 applications received from Brigades for inclusion in this year's grant application, however, the outcomes of the Line 9 items in the application have not been published to date.

*Discussion:*

*Chief Executive Officer, Mr André Schönfeldt provided further clarity on funding matters from the 2024-25 budget and endorsed support to the Brigades for the purchasing of necessary and budgeted items. He advised the Shire of Dardanup approval processes, with DFES, were now in place*

### **Bush Fire Brigade Handbook**

The review of the Bush Fire Brigade handbook was delayed significantly in 2024 due to staffing changes, and being placed on hold during the fire season.

A refreshed plan for reviewing the handbook has been developed, with expected finalisation before the commencement of the next bushfire season.

Five of the seven parts have been distributed to Captains and FCOs to consider ahead of group discussion sessions to be scheduled shortly.

*Discussion:*

*Mr Brendan Putt raised concerns in the timeframes for the completion of the handbook.*

*Coordinator Health, Emergency & Ranger Services, Mr Stephen Loiterton advised that further discussion outside the meeting would be undertaken on this matter.*

### **Brigade District Mapping**

At the meeting of 9<sup>th</sup> October 2024 there was discussion re the movement of the Category 2 boundary (marking the boundary between bush fire brigade and urban fire brigade responsibilities), and the potential impact of brigade districts.

The Department of Fire and Emergency Services proposed moving the boundary. The Shire recommended that there was no immediate need to adjust the boundaries at this time. Confirmation that the boundary did or did not change was not immediately apparent.

The Shires mapping system has been updated with the recent ESL Category 2 boundaries. There appears to be no changes to the boundary covering the Shire of Dardanup. This aligns with DFES accepting the Shire's recommendation.

Waterloo and West Dardanup have brigade districts that overlap with the ESL Category 2 boundary. This includes Paradise overlapping West Dardanup, and some areas near Eaton overlapping Waterloo. The areas are small and the Shire is not intent on changing brigade boundaries unless the committee recommends amendments.

*Discussion:*

*Mr Rob Drennan advised that this matter was raised due to the BORR but it is now agreed that nothing has been affected and the matter is now resolved.*

### **BFB Induction and Minimum Training**

The *Work Health and Safety Act 2020* has put a spotlight on risk and safety for all workers. This includes members of our Bushfire Brigades as, under the Act, Bushfire Brigade Members are considered workers. These are powerful laws that hold each worker responsible for health and safety in the workplace.

Section 19(3)f of the Act requires the Shire to provide "any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from

work carried out as part of the conduct of the business or undertaking.” Ultimately, induct all workers (including volunteers).

The Volunteer Induction Program is the first tool the Shire uses to ensure our volunteers (not just the Bush Fire Brigades) gain appropriate knowledge to keep themselves safe whilst at a Shire building/event. Volunteers including auxiliary volunteers who attend the station premises for training or for other duties must undertake the Volunteer Induction Program. Volunteers who have not completed the Volunteer Induction Program must be escorted when at the station premises.

In terms of firefighting activities, Council policy *SDev CP077 – Brigade Volunteer Minimum Training Requirements* ensures volunteers have sufficient training (aligned to the requirements of the Department of Fire and Emergency Services) to attend a bushfire. For this, the policy requires three additional training courses: AIIMS Awareness, Bushfire Safety Awareness and Firefighting skills. These courses are provided by DFES.

The Shire of Dardanup must ensure it has evidence that volunteers are inducted and have minimum training to attend the premises and to attend a bushfire. It is the responsibility of the Brigade Committee to ensure the Shire of Dardanup receives evidence of achievement of induction and minimum training. It should be noted that DFES does not report course participation or completion to the Shire, and so the Shire relies on the Brigade Committee sharing that information. It is best practice that this evidence is provided to the Shire of Dardanup in a timely and appropriate manner.

In relation to Auxiliary members, as at 23<sup>rd</sup> June 25:

- 40 auxiliary members have not demonstrated completion of the Volunteer Induction Program.

In relation to Firefighters, as at 23<sup>rd</sup> June 25:

- 64 firefighting members have not demonstrated completion of Volunteer Induction Program; and
- 44 firefighting members have not demonstrated achievement of the minimum training to attend a bushfire.

From records of fire brigade attendance at bushfires since 1<sup>st</sup> November 2024 there have been:

- 26 instances of attendance at fires by firefighters who have not demonstrated completion of Volunteer Induction Program at the time of attending the fire; and
- 37 instances of attendance at fires by firefighters who have not demonstrated the minimum training required at the time of attending a bushfire.

See Confidential Attachment A for details of these records. Please note that several members referred to in the report have, since the attendance at the fire, attained induction or minimum training. They are included in the report because at the time of the fire, they had not.

#### *Discussion*

*The Chief Executive Officer, Mr André Schönfeldt addressed the Committee regarding serious concerns about compliance with Councils Work Health and Safety (WHS) policies. Mr Schönfeldt emphasised the personal and legal implications of non-compliance, noting that he could be held personally liable, which may result in significant consequences. He reiterated the importance of ensuring that all volunteers complete their inductions prior to the commencement of the new fire season and stated that no individuals are to be permitted on the fire ground without completing the required training. The Chief Executive Officer*

*requested that the Committee support efforts to update and maintain accurate induction records, acknowledging that work is underway to organise and improve current documentation.*

*Mr André Schönenfeldt advised that if a volunteer is found onsite without proper induction, immediate suspension may follow, along with a formal review involving the FCO and Captain. He reiterated that this issue must not carry over into the upcoming fire season.*

*The Committee further discussed the current issues the Brigades are experiencing. Processes for updating and keeping records current was discussed and it was agreed that all active members be inducted. Those attending the Brigade stations, who were not inducted, are required to be accompanied by an inducted member of that Brigade at all times.*

*The BART system was also discussed and it was agreed that the resolution be amended to reflect that non inducted personal are not to respond to a BART callout and not permitted to attend the fireground. The resolution was amended to reflect this change.*

*Cr Tony Jenour requested that the Chief FCO investigate the possibility of updating the BART system, through a marking ie. Star Icon, to reflect when all basic training for a member has been completed. Mr Chris Hynes advised that he would look into the matter.*

#### **BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION**

BFAC 05-25      MOVED -      Cr Tyrrell Gardiner      SECONDED -      Mr Anthony Congdon

**THAT the Bushfire Advisory Committee agree that:**

1. All (100%) active volunteer inductions are achieved for all Bushfire Brigades before the next fire season.
2. Those volunteers who have not undertaken the Volunteer Induction Program can only attend the Brigade stations, if accompanied by an inducted volunteer.
3. Those volunteers who have not completed the following minimum training requirements to attend a fire ground:
  - Volunteer Induction Program,
  - AIIMS Awareness;
  - Bushfire Safety Awareness; and
  - Firefighting skills.

**are not to respond to a BART callout and are not permitted to attend the fireground.**

### Fire Prevention Order

The Fire Prevention Order is a standing agenda item at each June meeting of the committee.

On 11<sup>th</sup> March 2025, the Fire Control Officers met to discuss possible amendments to the 2024/25 Fire Prevention Order to form the 2025/26 order. The FCO West Dardanup volunteered to make amendments based on the meeting's deliberations.

A draft copy is provided below for the committee's endorsement.

#### *Discussion*

*The Committee discussed the 2025-26 Fire Prevention Order and made the following amendment.*

- *Fire Pits – amend wording to “solid fuel appliance as above”*
- *Height amended from 500mm to 300mm.*

### **BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION**

BFAC 06-25      MOVED -      Mr Neil Dwyer      SECONDED -      Mr Clay Rose

**THAT the Bushfire Advisory Committee recommend that Council adopt and advertise the 2025-2026 Shire of Dardanup Fire Prevention Order pursuant to Section 33(1) of the Bush Fires Act 1954.**



## **2025-2026 FIRE PREVENTION ORDER**

### **FIRST AND FINAL NOTICE**

With reference to Section 33 of the Bush Fires Act 1954, you are required to carry out fire prevention work on land owned or occupied by you, in accordance with the provisions of this order.

This order is valid for the period 1 July – 30 June annually.

**Work must be completed by the 30 November annually and maintained until the close of the entire Restricted and Prohibited Burning Periods.**

**PLEASE READ THIS NOTICE CAREFULLY**

If you do not understand this notice, please contact Emergency and Ranger Services (08) 9724 0000 or your local Fire Control Officer.

Persons who fail to comply with the requirements of the order may be issued with an infringement notice penalty (\$250) or prosecuted with an increased penalty (maximum penalty \$5,000).

Additionally, the Shire of Dardanup may carry out the required work at cost to the owner/occupier.

**RESTRICTED BURNING PERIOD**

**No fire to be lit without first obtaining a Burning Permit**

**2 November 2025**

**to**

**14 December 2025**

*(this period may be subject to change)*

**PROHIBITED BURNING PERIOD**

**No fire to be lit during this period**

**15 December 2025**

**to**

**14 March 2026**

**RESTRICTED BURNING PERIOD**

**No fire to be lit without first obtaining a Burning Permit**

**15 March 2026**

**to**

**8 May 2026**

*(this period may be subject to change)*

**NOTE:** The Shire of Dardanup Chief Bush Fire Control Officer may vary the dates of the Restricted and Prohibited burn periods depending on the bushfire risk within the shire.

It is recommended that you check with your local Fire Control Officer if unsure of any restrictions that may have been applied.

**REGISTER YOUR BURN WITH DFES**

Please remember to register ANY burn you plan to undertake at ANY time of the year with DFES on (08) 9395 9209

By notifying DFES, you will assist in preventing unnecessary call-outs of our local fire brigades when member of the public call 000

## **FIRE PREVENTION WORKS**

The fire prevention work required on land is dependant on the land use as defined in this Notice. Should you be unsure of the category your land is classified as, please contact your local Fire Control Officer.

The specific requirements for each of the defined land types referred to in this Notice is as follows:

### **RESIDENTIAL LAND**

All flammable material/vegetation (except living shrubs and trees) **MUST** be maintained to a height that does not exceed 40 millimetres and all piles of flammable material are to be removed from the land.

### **SMALL HOLDINGS (Rural Residential)**

A firebreak (as defined) must be installed immediately inside and along all property boundaries, 2 metres in width and 4 metres in height.

The firebreak may only deviate from a boundary up to 6 metres to avoid established trees and/or other natural features that would make it impractical to be installed on the boundary.

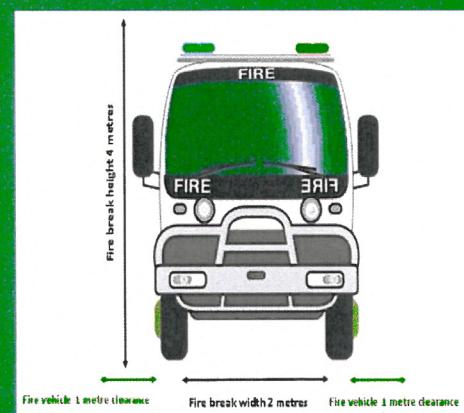
A 20 metre Asset Protection Zone (as defined) **MUST** be slashed to a height that does not exceed 80 millimetres and be free of all flammable material, vegetation (dead trees and branches) surrounding dwellings, sheds and all haystacks.

All land on the Lot but outside the Asset Protection Zone (excluding the firebreak) that is not being actively grazed and or managed is to be maintained to a height not exceeding 100 millimetres.

Hardstands, formed access ways and reticulated turf not exceeding a height of 40 millimetres and maintained in a green state may negate the need to install a firebreak in that area.

**BURN PILES** can be kept and are approved if they are no closer than 20 metres from any structure

**FIREWOOD PILES** can be kept but are to be stored away from a dwelling during the Restricted and Prohibited burning periods.

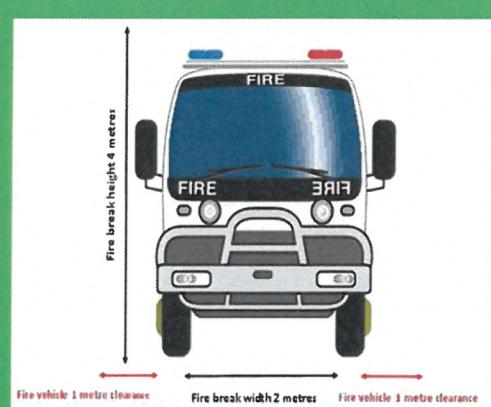


## **LARGE HOLDINGS**

### **(Agriculture and General Farming)**

#### **NON-IRRIGATED LAND**

A vehicle access track 4 metres in width which must include a 2-metre wide and 4 metres high fire break (as defined) shall be installed immediately inside and along the lot boundary where it adjoins a road or railway reserve.



The firebreak may only deviate from the boundary, up to 6 metres to avoid established trees or other natural features that would make it impractical to install a firebreak at that location.

#### **IRRIGATED LAND (as defined)**

Firebreaks are NOT required on irrigated land that is being actively and regularly irrigated throughout the entire Restricted and Prohibited burning periods.

Irrigation channels that are situated inside and along a lot boundary will be accepted as a firebreak provided the irrigation channel is utilized on that property throughout the entire Restricted and Prohibited burning periods.

#### **GENERAL NOTE**

**BURN PILES** can be kept and are approved if they are no closer than 20 metres from any structure. All **FIREWOOD PILES** can be kept but are to be stored away from a dwelling during the Restricted and Prohibited burning periods.

#### **IMPORTANT NOTE:**

Where land is not actively grazed or maintained for the duration of the Restricted and Prohibited burning periods, a Fire Control Officer may require the landowner to undertake mitigation works to reduce the risk of bushfire. These works may include:

- the installation of a vehicle access track 4metres in width which includes a 2-metre wide and 4-metre-high firebreak as defined immediately inside and along all property boundaries; and/or
- The reduction of all flammable material including grass across the property to a height not exceeding 100 millimetres; and/or
- Undertake specific fire mitigation works as considered appropriate by the Fire Control Officer.

#### **MIXED BUSINESS, COMMERCIAL AND INDUSTRIAL LAND**

- All flammable material/vegetation (except living trees) MUST be slashed or grazed to a height that does not exceed 100 millimetres.
- Isolated flammable material such as dead tree and tree branches MUST be removed.
- **BURN PILES** can be kept and are approved if they no closer than 20 metres from any structure.

## **PLANTATIONS**

- Bare earth firebreaks of 15 metres in width and 4 metres in height must be maintained inside and along all boundaries of a plantation with 6-10-metre-wide internal firebreaks between compartments.
- Where power lines pass through plantation areas, firebreaks must be in accordance with Western Power specifications.

### **Information for all property owners/occupiers**

- All properties must be compliant with the Fire Prevention Order by 30 November each year.
- An inspection of properties will be carried out in all areas of the Shire of Dardanup by an Authorised Officer from 1 December each year.
- Action will be taken for non-compliance with the Fire Prevention Order.
- Penalties will apply and the Shire of Dardanup may carry out the required work and charge the cost to the owner/occupier.
- When firebreak is created by spraying, it is recommended that they be sprayed by the end of August and re-applied as required to ensure the Firebreak remains compliant.

### **Firebreak variations/exemptions**

If it is considered impractical for any reason to install a firebreak or remove flammable materials from any land as required by this Notice, you are required to make written application on an Approved Form to the Shire of Dardanup **no later than 30 September each year**.

This application shall include a plan detailing the alternative fire mitigation measures to be taken on the land. Prescribed Firebreak Variation/Exemption Forms are available from the Shire of Dardanup offices or by visiting the Shire of Dardanup website. If your application for a variation/exemption is not granted, you **must** comply with the requirements of this Order.

### **Burning Permits**

Applications for burning permits are available from your local **Bush Fire Control Officer** at no cost. The local Bush Fire Control Officer will note the relevant conditions you must comply with on your burning permit. The Shire of Dardanup office will be notified of all permits issued.

**Please note that Burning Permit is automatically invalidated on days of “high”, “extreme” or “catastrophic” fire danger rating.**

**Call DFES before you burn:** To minimise the use of resources on unnecessary call outs, burns conducted outside the restricted burning period are encouraged to ‘Register your Burn’ with the Department of Fire and Emergency Service (DFES) Communications Centre on (08) 9395 9209, immediately prior to commencing the burn.

**Burning within townsites:** No garden refuse is permitted to be burnt on the ground, in the open air or in an outdoor incinerator within the townsites of Dardanup, Eaton and Burekup at any time of the year unless a permit to burn has first been obtained from a Fire Control Officer. The issue of Permits in these areas is at the sole discretion of the Fire Control Officer.

**All other privately owned land in the Shire of Dardanup:** the burning of garden refuse, campfires and cooking fires are prohibited during the **Prohibited Burning Period**.

The burning of garden refuse and campfires and cooking fires during the **Restricted Burning Period** are not permitted unless a Permit to Burn has first been obtained from a Fire Control Officer.

### **Solid Fuel Cooking Appliances**

*(pizza oven, outdoor barbecue and outdoor stove)*

The use of a solid fuel cooking appliance (appliance) is permitted without a permit on privately owned land within the Shire of Dardanup during the **Prohibited and Restricted Burning Periods** subject to the following conditions:

- The appliance is located on privately owned property;
- The Fire Danger Rating is Moderate or lower;
- The burn is registered with DFES prior to ignition;
- The appliance is fitted with an effective spark arrestor (where applicable);
- Flammable materials within 2 metres of the appliance is removed;
- Water is available on-site and readily accessible; and
- A responsible adult is in attendance throughout and until the fire is extinguished.

### **Fire Pits**

The use of a fire pit may occur within the shire of Dardanup without a permit if it is in accordance with the applicable conditions for a solid fuel appliance as above and

- the Fire Pit is constructed from brick, stone or metal that fully encloses the fire to a height of no less than 300mm; and
- the total diameter of the pit does not exceed 1 metre.

**The lighting of a fire and the use of a fire pit or solid fuel cooking appliance in a public place may only be done with the prior consent of the competent Authority responsible for that land**

**Use of Solid Fuel Cooking appliances and Fire Pits are  
PROHIBITED  
during a  
TOTAL FIRE BAN**

**Definitions:** For the purpose of this Notice the following definitions apply:

**Asset Protection Zone (APZ):** Asset protection zones are a low fuel area surrounding a building and is designed to minimise the likelihood of flame contact and the effect of radiant heat on buildings. The asset protection zone must extend to a minimum of 20 metres from a building and be free from all flammable material. If there are large or trees overhanging a building in the asset protection zone, having them pruned by a professional contractor should be considered.

**Authorised Officer:** A person appointed by the Shire of Dardanup as a Bush Fire Control Officer.

**Bushfire Management Plans:** A “Bushfire Management Plan” means a plan that has been developed by an accredited level 2 or 3 bushfire planning practitioner and approved by the Shire of Dardanup to reduce and/or mitigate fire hazards within a subdivision, lot or other area of land within the district. Properties with an approved Bushfire Management Plan must comply with its conditions as well as this Notice.

**Commercial land:** Means land located within a commercial or industrial subdivision whether developed or not, that may be used for the purpose of providing goods or services on a large scale.

**Firebreak:** A firebreak is an area of land that has been cleared of all trees, bushes, grasses and any other object or thing which may be flammable, leaving a surface of bare mineral earth. Firebreaks must be constructed immediately inside and along all property boundaries. Firebreaks provide safer access for landowners and fire appliances to conduct fire suppression activities.

**Industrial land:** Means land located within a commercial or industrial subdivision, whether developed or not, that may be used for the purpose of undertaking commercial works of a large scale or to produce goods or services.

**Irrigated land:** Means agricultural land on a Large Holding that is regularly watered and maintained in a non-flammable state for the whole of the restricted and prohibited burning periods.

**Large holdings:** Means a lot or combination of lots that has a total area of more than 5 hectares and where the intended purpose of the land is for agricultural purposes. Large Holdings may include one or more dwellings, structures for storage and maintenance and areas for tourist accommodation but do not include a plantation, industrial or commercial uses.

**Mixed business:** Means land on which a variety of smaller commercial or industrial activities may occur for the purpose of providing goods and services.

**Residential land:** Means land located within the townsites of Eaton, Dardanup and Burekup and its use is not used mixed business, commercial or industrial.

**Small holdings:** Means a lot outside of an urban area that does not exceed 5 hectares and may include a residential dwelling, and outbuildings for minor agricultural activities.

**Plantation:** Means a stand of trees of 10 hectare or larger, that is established by sowing or planting of native or exotic tree species and managed intensively for their commercial and/or environmental value. A plantation includes roads, tracks, firebreaks and small areas of native vegetation surrounded by plantations. Plantations are expected to be harvested, as implied by this definition

### **Bush Fire Control**

It is the responsibility of all owners/occupiers to extinguish any uncontrolled fire that may be burning on their property, and it is recommended that all property owners secure and maintain some convenient and effective type of fire-fighting equipment.

**NOTE** should a Bushfire Brigade assist with a fire on private property and it is extinguished, it is the property owner(s) responsibility to ensure that the fire does not reignite.

For further information and to understand what activities are and are not permitted during a Total Fire Ban or Harvest and Vehicle Movement Ban, please refer to the DFES Emergency WA website <https://www.dfes.wa.gov.au/hazard-information/bushfire>

**For more information regarding this Notice contact the Shire of Dardanup on (08) 9724 0000 or your local Fire Control Officer.**

## Interested in becoming involved in a volunteer bushfire brigade?

Why not join a Shire of Dardanup Volunteer Bush fire Brigade and learn how to prevent fires and be trained in fire fighting skills.

All volunteers are very welcome.

There are many dimensions to being a volunteer bush fire brigade member or cadet (11-16 years of age), as all are encouraged to choose the type of activities that best suit their capabilities and interest.

Being a volunteer is a rewarding experience. It is an opportunity to meet new people, learn new skills and provide assistance in protecting your community. Respecting others, working together as a team and acting with honesty and integrity are the values embraced by members.

If you are interested in being a volunteer bushfire fighter, please contact the:  
Shire of Dardanup Emergency Management Officer (08) 9724 0347 or  
Email [brigade@dardanup.wa.gov.au](mailto:brigade@dardanup.wa.gov.au)

For all emergencies, please call 000



### Fire Control Officers contact details:

Burekup District (Deputy CFCO North)	Mr Clay Rose	0429 194 735
Dardanup Central District	Mr Brendan Putt	0409 087 952
Eaton Townsite/District (Chief FCO)	Mr Chris Hynes	0428 825 496
Ferguson District	Mr Lyndon Skeers	0407 424 147
Joshua/Crooked Brook District	Mr Jeffrey Duncombe	0429 204 011
Upper Ferguson District	Mr Grant Ratcliffe	0419 865 483
Waterloo District (Deputy CFCO South)	Mr Robert Drennan	0427 263 243
Wellington Mills District	Mr Russell Harvie	0408 931 387
West Dardanup District	Mr Neil Dyer	0431 503 157

Fire Weather Officer	Mr Alan Charlton	0428 272 564
Shire of Dardanup	Mr Paul Sydney-Smith	(08) 9724 0000
Shire of Dardanup	Mr Dean Jolly	(08) 9724 0000
Shire of Dardanup	Mr Dallas Brennan	(08) 9724 0000

### Register your mobile for SMS Messages

The Shire of Dardanup has implemented a SMS Notification Service for Total Fire Ban and Harvest and Vehicle Movement Bans, as well as information relating to restricted/prohibited burning periods. When a Total Fire Ban or Harvest and Vehicle Movement Ban is called, all mobile phones registered will receive a SMS directly to their mobile phone. This service is free. To subscribe please email your details to [records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au) or phone Ranger Services on (08) 9724 0307.

**Terms and conditions:** *By subscribing to this service, you agree to receive SMS messages from the Shire of Dardanup regarding "Harvest and Vehicle Movement Bans" and other bans imposed during the fire season. You accept that by subscribing to this service you will receive message for the current and future fire seasons. The Shire of Dardanup reserves the right to discontinue this service at any time. Any decision to discontinue this service will be advised via this SMS service. You accept that radio announcements are still the primary means of notification of bans. In the event of a discrepancy between this SMS service and an announcement on the radio, the latter shall prevail. You have the right to unsubscribe from this service at any time. To unsubscribe, please notify the Shire of Dardanup in writing via email [records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au). You accept that the Shire may from time to time use this SMS service to send other topical messages. If you have any enquires, please do not hesitate to contact the Shire of Dardanup during normal business hours on (08) 9724 0307.*

**(08) 9724 0000**  
**1 Council Drive / PO Box 7016**  
**EATON WA 6232**  
[records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au)

CARRIED.

8.13

Title: Brigade Annual General Meeting Minutes

Brigades have conducted their Annual General Meetings (AGM) in accordance with the Bushfire Local Law 2021. The minutes from these meetings are tabled at this meeting.

Extract from Bushfire Local Law 2021:

*s3.9 Minutes to be tabled before the Bush Fire Advisory Committee*

*The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.*

*The Chief Bush Fire Control Officer is to table the minutes of a bush fire brigade's annual general meeting at the next meeting of the –*

- (a) Bush Fire Advisory Committee; or*
- (b) Council, if there is no Bush Fire Advisory Committee, following their receipt under subclause (1).*

Officers have provided copies of the minutes of the 2025 AGMs and these can be found at (Appendix BFAC 8.13)

#### OFFICER RECOMMENDED RESOLUTION

BFAC 07-25      MOVED -      Cr Tyrrell Gardiner      SECONDED –      Mr Neil Dwyer

**THAT the Bushfire Advisory Committee receives the 2025 Brigade Annual General Meeting Minutes (Appendix BFAC: 8.13) pursuant to Bushfire Local Law 2021 section 3.9.**

CARRIED

8.14

Title: Endorsement of Bushfire Control Officers (FCOs)

<b>DECLARATIONS OF INTEREST</b>
---------------------------------

Mr Clay Rose, Mr Brendan Putt, Mr Chris Hynes, Mr Jeffrey Duncombe, Mr Grant Ratcliffe, Mr Robert Drennan, Mr Russell Harvie and Mr Neil Dyer declared a Financial Interest in this item.

The election of all Bushfire Control Officers (FCOs) falls under Section 38 of the Bush Fires Act 1954.

Once the Fire Control Officers have been elected and formally endorsed by Council they will be publically advertised in accordance with Section 38(2A) of the Bush Fires Act 1954.

The following officers have been nominated by their brigades as FCO's and now need to be endorsed by the Bushfire Advisory Committee: -

## PROCESS

*A total of 8 Committee members declared a Financial Interest in this item. As a result there was no quorum for the vote and the motion was not put.*

*The matter would be taken to the 23rd July 2025 Ordinary Council meeting for Council endorsement*

### BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council endorse the following persons as Bushfire Control Officers for the period 01/07/2025 – 30/06/2026 pursuant to Section 38(1) of the Bush Fires Act 1954 and the persons to be advertised pursuant to Section 38(2a) of the Bush Fires Act 1954 : -

DISTRICT	OFFICER
Burekup District	Clay Rose
Dardanup Central District	Brendan Putt
Eaton Townsite/District	Chris Hynes
Ferguson District	Lyndon Skeers
Joshua/Crooked Brook District	Jeffrey Duncombe
Upper Ferguson District	Grant Ratcliffe
Waterloo District	Robert Drennan
Wellington Mills District	Russell Harvie
West Dardanup District	Neil Dyer

### 8.15

#### Title: Election of Chief Bushfire Control Officer

Nominations are to be called for the position of Chief Bushfire Control Officer.

## DECLARATIONS OF INTEREST

Mr Chris Hynes declared a Financial Interest in this item.

Mr Chris Hynes left the room at 8.19pm

### BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

BFAC 08-25      MOVED -      Mr Brendan Putt      SECONDED –      Mr Neil Dyer

THAT the Bushfire Advisory Committee recommend that Council endorse the following person as Chief Bushfire Control Officer for the period 01/07/2025 – 30/06/2026:

- Mr Chris Hynes

CARRIED

*Note: Mr Chris Hynes returned to the room at 8.20pm*





8.16

Title: Election of Deputy Chief Bushfire Control Officer – (North)

Nominations are to be called for the position of Deputy Chief Bushfire Control Officer (North).

<b>DECLARATIONS OF INTEREST</b>
---------------------------------

Mr Clay Rose declared a Financial Interest in this item.
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Mr Clay Hynes left the room at 8.21pm
---------------------------------------

**BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION**

BFAC 09-25      MOVED -      Mr Neil Dyer      SECONDED –      Mr Brendan Putt

**THAT the Bushfire Advisory Committee recommend that Council endorse the following person as Deputy Chief Bushfire Control Officer (North) for the period 01/07/2025 – 30/06/2026:**

- Mr Clay Rose

CARRIED

*Note: Mr Clay Rose returned to the room at 8.21pm*

8.17

Title: Election of Deputy Chief Bushfire Control Officer – (South)

Nominations are to be called for the position of Deputy Chief Bushfire Control Officer (South).

<b>DECLARATIONS OF INTEREST</b>
---------------------------------

Mr Rob Drennan declared a Financial Interest in this item.
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Mr Rob Drennan left the room at 8.22pm
--

**BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION**

BFAC 10-25      MOVED -      Mr Jeff Duncombe      SECONDED –      Mr Grant Ratcliffe

**THAT the Bushfire Advisory Committee recommend that Council endorse the following person as Deputy Chief Bushfire Control Officer (South) for the period 01/07/2025– 30/06/2026:**

- Rob Drennan

CARRIED

*Note: Mr Rob Drennan returned to the room at 8.22pm*

**8.18      Title: Election of Fire Weather Officer**

Nominations are to be called for the position of Fire Weather Officer in accordance with the provisions of the Bush Fire Act.

Once the Fire Weather Officer has been elected and formally endorsed by Council it will be publically advertised in accordance with Section 38(2A) of the Bush Fires Act 1954.

**BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION**

BFAC 11-25      MOVED -      Mr Neil Dyer      SECONDED -      Mr Russell Harvie

**THAT the Bushfire Advisory Committee recommends that Council endorse the following person to the Bushfire Advisory Committee in the position of Fire Weather Officer for the period 01/07/2025 – 30/06/2026:**

- Alan Charlton

CARRIED

**9.      NEW BUSINESS OF AN URGENT NATURE**

[Please Note: This is Not General Business – This is for Urgent Business Approved By the Person Presiding or by Decision. In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.]

*Discussion*

*Mr Chris Hynes advised that Mr Shan Griffin, a member from West Dardanup was now a member of the association and it is requested that Mr Griffin be invited to future meetings.*

**10.      CLOSURE OF MEETING.**

The Chairperson advised that the date of the next Bush Fire Advisory Committee Meeting is 8<sup>th</sup> of October 2025.

There being no further business the Chairperson declared the meeting closed at 8.25pm



**CONFIRMATION OF MINUTES**

**“As the person presiding at the meeting at which these minutes were confirmed on 9<sup>th</sup> July 2025, I certify that these minutes have been confirmed as a true and accurate record of proceedings.**

**Signed:**

(Chairman or Shire President or Other Presiding Officer)  
Email: [Tyrrell.gardiner@dardanup.wa.gov.au](mailto:Tyrrell.gardiner@dardanup.wa.gov.au)