



Agenda

Bush Fire Control Officers Committee Meeting
Tuesday 18 March 2025

Date	Tuesday 18 March 2025
Time	6.30pm
Location	Shire of Wickepin 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Monday 17 March 2025



Notice of Meeting

Please be informed the Bush Fire Control Officers Committee Meeting of the Shire of Wickepin will be held at 6:30pm on Tuesday 18 March 2025 at the Shire of Wickepin, 77 Wogolin Road, Wickepin WA 6370.

Peter Clarke
Acting Chief Executive Officer
Friday 14 March 2025

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council/committee meetings or during formal/informal conversations with staff. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council/committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wickepin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns that anyone who has an application lodged with the Shire of Wickepin must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

Terms of Reference

1. Name

Bush Fire Control Officers Committee

2. Members

Voting Members

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer
- All Fire Control Officers

Non-Voting Members

- Representative(s) from DFES
- Representative(s) from Wickepin Police
- Shire of Wickepin CEO and nominated staff

3. Function of the Committee

To provide advice to Council in regard to all matters relating to bush fire control, prevention and management including recommendations on the annual firebreak requirements, capital (equipment) purchase, review of firefighting/prevention practices, firefighting training, etc.

4. Role and Scope of the Committee

To advise the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

5. Meeting Frequency

Twice per annum with scope to call additional meeting if need arises (i.e. post-emergency events) – actual dates to be determined by the Presiding Member in consultation with Committee Members and applicable Shire officers.

6. Delegated Powers

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of Committee meetings are to be presented to Council by Shire officers for noting or consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

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1 Declaration of Opening

The Presiding Member declared the meeting open at [time].

2 Attendance

2.1 Present

Members

T Leeson	Chief Bush Fire Control Officer
L Lansdell	Deputy Chief Bush Fire Control Officer
R Butler	Fire Control Officer
P Russell	Fire Control Officer
D White	Fire Control Officer
D Stacey	Fire Control Officer
G McDougall	Fire Control Officer
J Hamilton	Fire Control Officer
T Mullan	Fire Control Officer
T Russell	Fire Control Officer

P Milne	Wickepin Police
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Employees

P Clarke	Acting Chief Executive Officer
G Cross	Manager Works and Services

3 Apologies and Leave of Absence

3.1 Apologies

C Sims	Fire Control Officer (Apology)
W Astbury	Fire Control Officer (Apology)
D Townsend	AO East Narrogin - DFES (Apology)
A Spencer	Wickepin Police (Apology)

4 Presentations

4.1 Presentations

5 Declarations of Members and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

6 Confirmation of Minutes of Previous Meetings

6.1 Minutes of the Bush Fire Control Officers Meeting held on 25 September 2024

Officer Recommendation

That the minutes of the Bush Fire Control Officers Meeting held on 25 September 2024 be confirmed as a true and correct record.

6.2 Business Arising From Minutes

7 Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.).

Subject/Action	Officer	Progress	Status	Comment
Additional Fire Radios	CEO	That the Committee recommends to Council to purchase an additional two (2) base station fire radios and four (4) transferable vehicle radios to provide additional radio coverage for Bush Fire Control Officers, some of which are in light radio coverage areas.	✓	Funds allocated in the 2023-2024 Annual Budget. No further radios can be issued unless the Shire is to pay as the number of radios have been issued for the Shire of Wickepin.
Comments				
2024 Radio transfers completed. Any changes required for new bush fire season Update of Radio Listing is required. Please advise Shire of your details to admin@wickepin.wa.gov.au with details.				

For servicing of radios, contact RadioComms 94788222 to organise.				
Great Southern Fuels	CEO	Can there be fuel supplies during an emergency	✓	CEO & WMS has met with GSF on this matter and advice for the best situation possible in the case of an emergency. GSF and the Shire will work together to achieve this outcome during an emergency with a point to be able to link in the generator.
Comments				
GSF are able to provide at any time a generator in case of any emergency. Shire will require to activate through GSF if ever required.				
Blackspot Areas	CEO	To investigate the blackspot areas	○	CEO has discussed with WALGA on this matter, pending further information. To also be addressed at LEMC.
Comments				
To be followed up in 2025 for further assistance since 3G has closed off. Further information will be required to seek for any additional funding.				
Training	CEO	Training to be arranged, FCOS and volunteer members to also log into their portal to access the online training.	✓	CEO has arranged training and has also sent out to secretaries to send advice out.
Comments				
Training has occurred at both Wickepin and Harrismith/Tincurrin. Encourage to continue for AO to visit brigades within the district to continue to further increase members knowledge, training and maintenance of trucks. 2025 training dates were sent out to FCO's and BFB Secretaries and captains.				
Standpipe – Yealering & Keys		Standpipe at Yealering 86 to be fixed. Does all FCO's have keys?	✓	Standpipe fixed at Yealering 86. Standpipe keys are listed for Fire truck use at present. Shire controls the standpipes via

				internet DCEO.	with
Comments					
Full check in 2025 of standpipe keys required. Recent incident needs to help identify best practice during fires and also reporting if cut etc during the fire season.					

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ = superseded

8 Motions of Which Notice Has Been Given

Nil

9 Notices of Motions for the Following Meeting

Nil

10 Reports and Information

10.1 David Townsend - Department of Fire and Emergency Services

To be tabled.

10.2 Chief Bush Fire Control Officers Report

Thank you to all the Fire Control Officers (FCO) for your continued support in assisting with harvest and vehicle movement bans (HVMB), call ups and the management of the fires this season. Thanks to former FCO Tim Heffernan for his valuable input on call ups and HVMB. Again, another challenging fire season with our usual few harvest related fires, several lightning strikes and another two structure fires. The structure fires now total at four in under 12 months. A great effort all-round by our FCO's, volunteers and Shire staff to keep all fires to a minimum.

Thank you to the Shire of Wickepin for your continued support in supplying staff and equipment at fires and also to the admin staff for their behind the scenes work.

Thank you to DFES for your work within our shire brigades and your support with fires.

Overall, I feel that our FCO's, volunteers and farmers are adapting really well to the latest changes implemented by DFES in the last few years. Some of these changes include the new Australian Fire Danger Rating System (AFDRS) introduced 01/09/2022, AFDRS calculator and burning permits are only valid on days of forecast moderate conditions during burning permit season. These changes have been a challenge to our FCO's in particular, as being at the forefront and having to answer to farmers and community members.

Noted Fires

- 20/09/24 - Rabbit Proof Fence Road/Muller Road Harrismith. Scrub/Road verge fire. Minimal area burnt. Incident 687512.
- 26/09/24 - 48 Dumbleyung Road, Wickepin. Structure fire, house burnt. Wickepin Fire Truck, VFRES Narrogin and Pingelly attended. Incident 689184
- 01/10/24 - Bayley's at Harrismith. Burning hayshed fires escaped. 14Ha of standing oat crop burnt.
- 22/10/24 - King/Coxon Road Yealering. Crown land burnt logs under material dumped, possibly illegally. Yealering fire truck was unable to attend. Shire staff and equipment were used to sort this matter.
- 15/11/24 - Angwin's at Greg Williams old farm, Toolibin. Header comb struck a rock.
- 7/12/24 - Green Acres, Harrismith North Road.
- 10/12/24 - Medlen's at Derek Taylor's Farm, Healy Road Dudinin. Header hit a rock approximately 100ha majority standing crop burnt.
- 12/12/24 - WK.910 Fire truck attended Troy Smith's Brookes Road. Several Wickepin farmer units attended as well. Header front caught on fire. Possible cause bearing? 25-30ha burnt. Narrogin Shire.
- 29/12/24 - Malcom Russell's farm Russell Road. Leased by Simon Parson's. Ballard Hay Baling contractor started the fire. Pick up of baler started the fire. 25-30ha stubble, several straw bales and windrows burnt. Controversy with the amount of water on hand. Approximately only 400L on a ute that had to be jump started?? FCO's proposed that a letter to be sent to those involved being Simon Parson's and Roger Ballard. After I had a discussion with our CEO Kellie Bartley the letter was sent to the land owner (Malcom Russell) as it is his responsibility to ensure that the lease holder adheres to local government requirements.
- 01/01/25 - Multiple Lightning Strikes.
- 1) Gary Lang's Farm leased by Wittwer's 25ha burnt; 2) Mutton's 2ha burnt; 3) Marty's? Yealering; 4) Corke's, Yealering; 5) Russell Dawes, Yealering, several fires; 6) Mark Graham's, Elson Rd, windrows kept flaring up (Great work Luke for getting Mark to take responsibility and personally watch his own fire); 7) Pauley's Farm, Sprigg Rd, Leased by Landsdell's. 20ha? stubble/bush burnt.
- 02/01/25 - Lightning strike flared up the following day at Stacey's 20ha? Bush burnt. Corrigin shire. Craig Jespersen FCO for Corrigin. Yealering Fire truck attended.
- 07/01/25 -Lightning strikes Harrismith 1) Wes Astbury's. 2) Des's?
- 24/01/25 - Vilma Pauley, Central Ave Wickepin. Structure fire, shed and multiple vehicles burnt. Wickepin Fire Truck, VFRES Narrogin and Pingelly attended. Incident 707463
- 24/01/25 and 26/01/25 - Tincurrin Fire Truck attended the Wagin Fire. Thanks to the volunteers who manned the truck.
- 02/02/25 - Adrian Webster's Kylie Farm. Header hit a rock while harvesting. Lots of unpicked rocks were noted in the paddock.
- 03/03/25 - Grayden Lang's leased by Wittwer's. Speedtiller started the fire and got into some bush. 3ha burnt. Incident 063943

We had a number of volunteers attending neighbouring shire fires as well. Overall, the fires were very well attended and contained as a result. A big thank you to all our volunteers and their equipment for this fire season. Thank you for your support for the past three years. I look forward to supporting the new Chief and Deputy going forward.

Trevor Leeson
Retiring CBFCO

11 Appointments 2025/2026 Fire Season

Refer to **Attachment 11.1** for current listing

11.1 Chief Bush Fire Control Officer

That _____ be nominated as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2025/2026 bush fire season:

_____ accepted the nomination.

There being no further nominations the Chief Executive Officer declared _____ elected to the position of the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2025/2026 fire season.

11.2 Deputy Chief Bush Fire Control Officer

Officer Recommendation

That _____ be nominated as the Deputy Bush Fire Control Officer of the Shire of Wickepin for the 2025/2026 bush fire season:

_____ accepted the nomination.

There being no further nominations Chairman declared _____ elected to the position of the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2025/2026 fire season.

11.3 Fire Control Officers/Bush Fire Radio Operators/Fire Weather Officers

Officer Recommendation

That the following persons be appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2025/2026 bush fire season:

Current Officers 2024/2025

Tim Heffernan

Phil Russell

Daniel White

Gordon McDougal

Wes Astbury

Jim Hamilton

Trevor Leeson

Dave Stacey

Roger Butler

Luke Lansdell

Todd Mullan

Toby Russell

Cal Sims

2025/2026 Officers

11.4 Clover Burning Permits

Officer Recommendation

That the following persons be appointed as Clover Permit Issuing Officers for the 2025/2026 fire season:

11.5 Dual Fire Control Officers from Wickepin

Officer Recommendation

That the following persons be appointed as Dual Fire Control Officers for the 2025/2026 fire season:

Current Officers 2024/2025 -

<i>David Stacey, Jim Hamilton</i>	<i>Shire of Corrigin</i>
<i>Trevor Leeson, Luke Lansdell and Phillip Russell</i>	<i>Shire of Narrogin</i>
<i>Trevor Leeson, Roger Butler and Luke Lansdell</i>	<i>Shire of Cuballing</i>
<i>Gordon McDougall and Wes Astbury</i>	<i>Shire of Dumbleyung</i>
<i>Luke Lansdell , Dan White</i>	<i>Shire of Wagin</i>
<i>Roger Butler and Jim Hamilton</i>	<i>Shire of Pingelly</i>
<i>Wes Astbury, David Stacey, and Todd Mullan</i>	<i>Shire of Kulin</i>

Dual Fire Control Officers 2025/2026

_____	<i>Shire of Corrigin</i>
_____	<i>Shire of Narrogin</i>
_____	<i>Shire of Cuballing</i>
_____	<i>Shire of Dumbleyung</i>
_____	<i>Shire of Wagin</i>
_____	<i>Shire of Pingelly</i>
_____	<i>Shire of Kulin</i>

11.6 Dual Fire Control Officers from adjoining Shires

Nil

11.7 Shire of Wickepin Fire Break Notice 2025/2026

That the Committee recommends to Council for the following wording for the 2025/2026 Fire Break Notice:

*Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2025/2026*

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer. Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required

on or before 1 October 2025 and thereafter to 14 April 2026 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

Rural Land

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

- To subdivide each holding into lots of no greater than 400 hectares; and
- To surround the homestead, out buildings and fuel storages on any such land.
- That from the 15th October all harvesting and baling (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1,200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty of \$5,000.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the Chief Executive Officer. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2025 to **13 November 2025**

Prohibited Burning – **14 November 2025** to 7 February 2026

Restricted Burning – 8 February 2026 to 14 April 2026

Harvest and Fire Ban 2025/2026 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

12 General Business

12.1 Shire Notes

- ROAC Meeting - 17th April 2025
- Telstra SMS Messaging
Telstra SMS Harvest Ban Messages – Regular Logins
BFCO that have access to the Telstra harvest ban SMS are to log in at least once a year to keep profile active.
- LGGS - Standpipe trailers and 12,000 Water vehicle to be requested
- Bushfire Policies
- Operating Personal Vehicles on fire ground (information only) See **Attachment 12.1**
- Bushfire Advice - LGIS - See **Attachment 12.2**

13 Closure

The next Bush Fire Control Officers Committee meeting will be held in September 2025.

There being no further business the Chairperson declared the meeting closed at [time].