



Bush Fire Advisory Committee

Agenda | 9th April 2025



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SHIRE OF QUAIRADING

The Bush Fire Advisory Committee Meeting held on Wednesday 9th April 2025 commencing at 5:00 pm.

ITEM 1 OPENING & ANNOUNCEMENTS

The Chairperson welcomed everyone to the Meeting and declared the Meeting open at _____ pm.

ITEM 2 ATTENDANCE AND APOLOGIES

2.1 Fire Control Officers / Weather Monitors

Mr T Mills	Fire Control Officer, Representative South Caroling BFB
Mr L Johnston	Fire Control Officer, Representative South Caroling BFB
Mr H Hughes	Fire Control Officer, Representative Wamenusking BFB
Mr M Davies	Fire Control Officer, Representative Balkuling/Doodenanning BFB
Mr B Willson	Fire Control Officer, Captain North Quairading BFB
Mr T Hadlow	Fire Control Officer, Representative North Quairading BFB
Mr A Duncan	Fire Control Officer, Captain Central BFB /VFRS Captain
Mr G Mills	Captain, Wamenusking BFB
Mr D Mastin	Brigade Lieutenant, Central BFB
Ms S Zorzonek	VFRS Representative

2.2 Shire

Cr T Stacey	Shire President, Chair
Cr J Hippisley	Deputy Shire President
Ms N Ness	Chief Executive Officer
Mr J Idland	Community Emergency Services Manager
Ms S Caporn	Executive Manager of Works and Services, Minute Taker

2.3 Invited Observers / Visitors/Agencies

Ms Kayla James	Bushfire Risk Mitigation Coordinator
Mr Evyn Johnson	Department of Fire and Emergency Services

2.4 Apologies

Mr N Gelmi	Chief Bush Fire Control Officer, FCO Wamenusking BFB
Mr J Corrigan	Department of Fire and Emergency Services

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

3.1 Bushfire Risk Mitigation Plan - Presentation

The Bushfire Risk Mitigation Coordinator of the Shire of Northam, Ms Kayla James, has prepared an updated version of the Shire's current BRM Plan for the Committee's review and input. The Draft Plan is provided with this agenda.

Kayla will give some insight into her role and her responsibilities as BRMC and answer any questions regarding the BRM Plan.

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 19th October 2024

RECOMMENDATION

MOVED

SECONDED

That the minutes of the Bush Fire Advisory Committee Meeting held on the 19th of October 2024 be confirmed as a true and correct record of that meeting.

4.2 Business Arising

ITEM 5 CORRESPONDENCE

5.1 Inward

Nil

5.2 Outward

Nil

ITEM 6 CBFCO / DCBFCO / FCO / CESM REPORTS

6.1 CBFCO Report

6.2 DCBFCO Report

Role vacant

6.3 FCO's Reports

6.4 CESM Report

New CESM

6.5 Shire Report

6.6 Other Agency Reports

ITEM 7 DISCUSSION POINTS

7.1 General Business

Issuing of permits to burn by FCOs:

- Fire Danger rating,
- wind speed,
- registering permits through CESM (CESM phone),
- permit location.

7.2 Restricted Burning Period/Prohibited Burning Period (RBT/PBT)

The following dates have been made public to the community with the Shire's Fire Break Notice 2024/25:

Restricted Burning Period:

- 16th October 2024 – 17th October 2024*

Prohibited Burning Period:

- 18th October 2024* – 28th February 2025

Restricted Burning Period:

- 1st March 2025 – 29th March 2025

*period amended by BFAC at their October 2024 meeting.

7.3 Post-Season Debriefing

ITEM 8 NEXT MEETING DATE

The next Bush Fire Advisory Committee Meeting (Pre-Season) is scheduled to take place on Wednesday, 8 October 2025 commencing at 5:00pm in the Council Chambers.

ITEM 9 CLOSURE

There being no further business, the Chairperson closed the meeting at _____ pm.