



Shire of Cunderdin

Bushfire Advisory Committee Meeting Minutes

The Bushfire Advisory Committee Meeting was held at the Cunderdin Sport and Recreation Centre, Lundy Ave, Cunderdin, WA on Monday 7th April 2025 commencing at 5pm.

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SHIRE OF CUNDERDIN

ITEM 1 ATTENDANCE AND APOLOGIES

1.1 Members

Ashley Burges	Chief Bush Fire Control Officer (Chairperson)
David Beard	Deputy Chief Fire Control Officer
Todd Harris	Fire Control Officer
Digby Wilmott	Fire Control Officer
Norm Jenzen	Fire Control Officer
Jeff Snooke	Fire Control Officer
Tim Ford	Fire Control Officer
Darren Jasper	Fire Control Officer
Malcom Patton	Fire Control Officer

1.2 Administration

Ms A Harris	Shire President
Mr S Hobley	Chief Executive Officer
John Idland	Community Emergency Services Manager
Samantha Pimlott	Governance & Administration Officer

1.3 Invited Observers/Guests

Nil.

1.4 Apologies

Hayley Byrnes	Deputy Chief Executive Officer
David Smith	Fire Control Officer
David Fisher	Fire Control Officer

ITEM 2 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 3 CONFIRMATION OF MINUTES AND BUSINESS ARISING

3.1 Confirmation of Minutes – 9th September 2024 (Copy attached)

Resolution 3.1

MOVED: Tim Ford

SECONDED: David Beard

That the minutes of the Bush Fire Advisory Committee Meeting Held on 9th September 2024 be confirmed as a true and correct record of that Meeting.

3.2 Business Arising

Query raised in relation to schedule for Truck/fire appliance servicing through the off season. Meeting advised that this will be scheduled with and taken care of by the Shire's mechanic.

ITEM 4 REPORTS

4.1 CBFCO Report – Ashley Burges

Fire response over the Bush fire risk season was good.

Complements from surrounding districts for how our members conduct themselves and participate in fire responses. The improvement in our communication has enhanced our firefighting management capabilities.

4.2 DBFCO Report – David Beard

Reiterated the importance and benefit of the comms improvements across the brigades.

Reported that the Ygnattering 4.4 Fire Appliance has been a hugely beneficial asset to the BFB.

4.3 CESM Report – John Idland

Thanked the meeting for making him feel welcomed to his new position and advised that he would like to help the Shire of Cunderdin Bush Fire Brigades and their operations in any way possible.

4.4 FCO's Reports

FCO – Norm Jenzen – Complimented the work that CBFCO Ashley Burges has been doing through out the season.

4.5 Shire Councillor/Staff Report(s)

CEO, Stuart Hobley thanked outgoing CESM Ben Davies for his contributions during his time with the Shire.

Appreciation and thanks extended to CBFCO and DCBCO for the diligent way they covered the needs of the Brigades while we were without a CESM during the second half of our fire season.

Chairperson and Shire President Alison Harris also thanked Ashley for his contributions as CBFCO and extended thanks previous CESM Ben Davies for the professionalism he encouraged with the Shires Bush Fire Operations.

Alison also extended a welcome to new CESM John Idland.

4.6 Other Agency Reports

Nil.

ITEM 5 CORRESPONDENCE

Nil.

ITEM 6 DISCUSSION POINTS

6.1 Post Season Debrief

As previously mentioned in the CBFCO report it was acknowledged that fire response over the Bush fire season was good and improvements in communication has enhanced our firefighting management capabilities.

Acknowledgement was extended to the invaluable resources community members provided to supporting firefighting through the provision of bulk water in the form of nurse tanks and water trucks and also the use of loaders for containment lines.

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

To be reviewed in September 2025.

6.3 Burning Restrictions

As previously agreed in the 9th September 2024 minutes burning will be restricted over the Easter holiday period being, 18th, 19th and 20th April.

6.4 Bush Fire Exercise/Training

Training for new members will be planned for Sept/Oct 2025.

6.5 Use of “Cunderdin Fire Alerts” WhatsApp messages

Discussions held surrounding the use of the WhatsApp group for advising when people are burning under permit.

The following notice of motion was presented to the meeting to be taken for consideration amongst individual brigade memberships prior to the next BFAC Meeting:

The WhatsApp “Cunderdin Fire Alerts” group can be used to notify an intention to burn under permit during the permit season.

Moved: David Beard

Seconded: Jeff Snooke

ITEM 7 FURTHER MATTERS FOR DISCUSSION

CESM advised that a new phone app has been developed and rolled out for assessing paddock fuel loads. The criteria for the app and use benefits will be investigated and reported to the next meeting.

Query raised as to when standpipes and emergency water tanks were last checked and serviced. This timeframe will be investigated and conducted if servicing required.

A check of the Shire's key register is required to ensure all FCO's have standpipe keys for use in emergencies.

Suggested that data from local property owner weather stations could be shared for next seasons harvest vehicle and movement bans. This will ensure accurate data is available to FCO's. Investigation into the matter will take place and be reported on to the next meeting.

Discussions held surrounding remuneration and annual payments to CBFCO and DCBFCO for time and administration cost. Investigation into the matter will take place and be reported on to the next meeting.

Suggested that a small Fire Appliance to be made available to the Chief BFCO for use on fire grounds rather than using personal vehicle not equipped for firefighting. Investigation into the matter will take place and be reported on to the next meeting.

Policies in relation to fire control officers should be discussed at BFAC level before Council implementation. This will be enacted going forwards.

ITEM 8 NEXT MEETING DATE

The next Bush Fire Advisory Committee Meeting will be scheduled to take place prior to the 2025/2026 Spring/Summer Bushfire Risk Season Thursday 4th September 2025 commencing at 5pm, at the Shire of Cunderdin Council Chambers.

ITEM 9 CLOSURE

There being no further business, the Chairperson closed the Meeting at 7.02pm.