



SHIRE OF JERRAMUNGUP

GENERAL MEETING – JERRAMUNGUP BUSHFIRE ADVISORY COMMITTEE

Held at the Council Chambers
Jerramungup
Monday, 20 October 2025

MINUTES

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Jerramungup Bushfire Advisory Committee

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JERRAMUNGUP BUSHFIRE ADVISORY COMMITTEE GENERAL MEETING MINUTES

1.0 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

Alex Jones, Chief Bush Fire Control Officer, declared the meeting open at 18:03 and welcomed all in attendance.

2.0 RECORD OF ATTENDANCE

2.1 ATTENDANCE

Alex Jones	CBFCO/Gairdner BFB	Anthony Thomas	DCBFCO/Boxwood Hill BFB
Craig Hall	Gairdner BFB	Stuart Hocking	Boxwood Hill BFB
Brad Shelton	Gairdner BFB	Peter Buckenara	Bremer Bay VFES
Michael Lester	Jacup BFB	Wade Brown	Needilup BFB
Matt Foster	Jerramungup VFES	Anthony Armstrong	Jerramungup VFES
Dan Biddulph	Shire of Jerramungup	Charmaine Wisewould	Shire of Jerramungup
Janna Cheshire	Shire of Jerramungup	Cameron Famlonga	DFES
Martin Cuthbert	Shire of Jerramungup	Andrew Benton	DBCA

2.2 APOLOGIES

Stephen Petersen	DFES	Brad Bailey	Jacup BFB
Ali Benson	DBCA	Jye Duggan	Needilup BFB
Paul Hislopp	DCBFCO		

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Jerramungup Bushfire Advisory Committee General Meeting held 28 April 2025.

MOVED: Anthony Thomas	SECONDED: Dan Biddulph
That the Minutes of the Jerramungup Bushfire Advisory Committee General Meeting held at the Council Chambers, Jerramungup on 28 April 2025 be CONFIRMED.	
CARRIED	

4.0 BUSINESS ARISING FROM MINUTES

4.1 TRAINING – JANNA C.

Bushfire Safety Awareness and Fire Fighting Skills training has been held in multiple locations and most BFB volunteers have attained the minimum training standard required for attending a fireground within the Shire of Jerramungup. Completed

4.2 LOCATION OF MISSING RADIOS- ANTHONY A.

Missing radios can not be located. To be written off. Completed

4.3 ORIGO WEATHER STATIONS – JANNA C.

The Shire investigated joining the private Origo Weather Station network, which includes over 50 stations within our Shire. Origo advised an annual cost of \$100 per selected station to create a dashboard displaying chosen sites. The committee discussed selecting a few strategic stations but resolved to continue using publicly available weather data and conduct local Kestrel readings when required. Completed

4.4 UHF HANDHELD RADIOS FOR BOXWOOD HILL BFB – JANNA C.

Two UHF radios have been procured and provided to the Boxwood Hill BFB. Completed

4.5 REVIEW OF LOCAL LAW – MARTIN C.

No feedback has been received from public during advertising period. Draft local law now awaiting feedback from the standing committee before it can be implemented. Ongoing

4.6 REVIEW OF FIRE CONTROL POLICY 7 – CAMPING AND COOKING FIRES – JANNA C.

The committee will receive the draft policy for review at the April 2026 meeting, as no progress has been made to date. The committee discussed expired fire pit registrations. It was suggested that expired permits be extended for 12 months or until the policy review is completed, whichever occurs first. Charmaine recommended excluding permits for properties where ownership has changed since registration.

Action: Shire to provide list with expired fire pit registrations to Peter Buckenara and Alex Jones for review and actioning of permit extension for a 12 month period only whilst the policy is being reviewed.

5.0 CORRESPONDENCE

5.1 CORRESPONDENCE IN

5.1.1 VOLUNTEER BGU FUEL CARDS (14/05/2025)

5.1.2 DFES URGENT SAFETY CIRCULAR_04_2025 – AED (30/06/2025)

5.2 CORRESPONDENCE OUT

5.2.1 DFES GENERAL CIRCULAR 55_2025 BUSHFIRE OFFICER DEVELOPMENT OPPORTUNITY (13/05/2025)

5.2.2 VOLUNTEER BGU FUEL CARDS (14/05/2025)

5.2.3 DFES URGENT SAFETY CIRCULAR_04_2025 – AED (30/06/2025)

The correspondence was received and noted by the committee.

6.0 REPORTS

6.1 CHIEF BUSHFIRE CONTROL OFFICER *Attachment 6.1*

6.2 DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS *Attachment 6.2*

6.3 COMMUNITY EMERGENCY SERVICES MANAGER *Attachment 6.3*

6.4 DEPARTMENT OF FIRE EMERGENCY SERVICES *Attachment 6.4*

6.5 BUSHFIRE RISK MITIGATION COORDINATOR *Attachment 6.5*

6.6 OTHER REPORTS

Peter Buckenara updated the committee on the progress and current state of the draft Operational Pre Plan.

7.0 GENERAL BUSINESS

7.1 CONFIRMATION OF FCOS

FCOS have been confirmed as per attachment 7.1

7.2 COMCEN NOTIFICATION WHEN RESPONDING TO AN INCIDENT

During the recent Level 1 Incident Controller course, it was noted that brigades must notify COMCEN when mobilising, arriving at, departing from, and returning from incidents. To reduce phone calls, Alex Jones will record attendance and update COMCEN on behalf of the bushfire brigades. Captains must

ensure the CBFCO is advised whenever volunteers turn out, including names and appliances. VFES brigades to adhere to their operating procedures.

7.3 FIREMAPPER FOR BRIGADES

FireMapper licensing and initial Shire setup have been completed. The CESM will now create brigade licences and install the app on iPads. Once setup is finalised, iPads, cases, and mounts will be issued to Bushfire Brigades. A brief demonstration of the app was provided to the group during the meeting.

8.0 ROUND TABLE

Alex Jones

Expressed his appreciation to everyone for their participation in training activities.

Commended Peter Buckenara for his outstanding achievement as a finalist in the individual WAFES Awards.

Informed about upcoming radio roll calls with prior WhatsApp notification.

Sought feedback from CEO to identify further training pathway for volunteers. In answer Martin suggested for CBFCO, CEO/DCEO and CESM to meet and discuss opportunities for upskilling, capacity building and succession planning amongst volunteer brigades.

Martin Cuthbert:

Congratulated Peter Buckenara on individual achievement and award nomination. Expressed thanks and gratitude to volunteers for their commitment to their community and for participating in this year's training activities.

Charmaine Wisewould:

Advised the committee that many properties were identified as non-compliant during this year's inspections. The main issues related to blocked access caused by locked gates or alarm systems. Notices have been issued, giving landowners 14 days to achieve compliance before reinspection. Non-compliant properties will incur a \$250 fine, and the Shire will engage a contractor to complete required works, with costs billed to landowners. Biodiverse are also preparing a new georeferenced PDF map showing compliant water tanks/couplings and strategic breaks. This will be able to be used via Avenza Maps to assist firefighters with up-to-date tank location and access. Only fully compliant tanks were GPS'd, with checks on water level, coupling size/location, tank size and accessibility.

Michael Lester

Requested additional Kestrels for Jacup BFB.

Informed all about upcoming Jacup BFB pre season training and Seasonal Workers Fire Awareness session being held at Jacup BFB shed on Thursday 23/10/25 commencing at 07:00.

Action: CESM to procure resources.

Janna Cheshire

Informed committee that SOSF appliances (high season appliances) have been allocated with one light tanker being delivered to Bremer Bay this week and the Boxwood heavy duty appliance remaining at the Boxwood Hill BFB shed.

Showed committee the DFES lived experiences video featuring Tim Haslam's story.

9.0 CLOSURE OF MEETING

The CBFCO closed the meeting at 19:46.

Attachment 6.1

BFAC Meeting October 20th 2025

CBFCO Report

Good evening, everyone and thank you for your attendance.

My report tonight is brief following an incident free winter. However there has been a lot going on in the form of training and planning for the upcoming summer.

We have had about 120 volunteers complete training and courses during the year so many thanks to everyone for taking the time to do this. It was made possible by a huge effort by Janna- thank you.

In Bremer, Peter Dan and Janna have progressed with an Operational Pre Plan for Point Henry and Peter will give us an update on that shortly. I would also like to congratulate Peter for being a finalist in the DFES volunteer awards. He deserves the recognition of his professionalism and tremendous leadership skills. Well done.

On a similar note, I want to acknowledge the commitment that Arms has given to the Jerramungup VFES and this group over many years. For medical reasons, he will not be on the fireground anymore, but his knowledge and experience will be invaluable in any incident management team, and I value his input in that area. I welcome Matt Foster to the role of Jerry 1 and I thank him for stepping up.

I have been to several brigade meetings, and the attendance has been the best for years so well done to our captains.

Our truck servicing has been completed on time this season-much better than last year.

With plentiful rainfall in the shire this year we can see high fuel loads so please take care when we have an incident, we want everyone to go home safely afterwards. Remember to think of your own safety and others around you.

Thanks everyone

Alex Jones

Attachment 6.2

Department of Biodiversity Conservation & Attractions

District Fire Coordinator – Alison Benson

BFAC Report 17th October 2025

- New bulldozer, Prime Mover and Tender vehicle have arrived and is currently parked up at the Stirling Range National Park. This is a great resource for the district to enable us to respond to bushfires, particularly in the FRNP.
- All preseason training, fitness testing and medicals are nearly complete and all light and heavy vehicles being inspected currently to ensure their preparedness for the bushfire season.
- New Ranger for the western side of the park at Gairdner, Jess Temple-Long. New Senior Operations Officer Simon Hawes at Hopetoun base.
- DBCA 2025/26 Fire Roster commences Thurs 23/10/2025.
- If required, please call the DBCA Regional Duty Officer on 98424500.
- Reminder for the request of waterbombers please go back through your local DFES office who will contact DBCA to put the request through to the State Air Desk. Water Bombers are most effective in the early stages of a bushfire so putting a request in early is always best.
- We are looking forward to working alongside the Shire to protect the community this season and continue to build relationships and ensure everyone stays safe.
- *Ali Benson – taking over Vince Hibbers role in Albany – District Fire Coordinator*

Attachment 6.3



COMMUNITY EMERGENCY SERVICES MANAGER (CESM) REPORT for BFAC 20/10/2025

KEY ACTIVITIES:

1. Volunteer Training Focus

Thank you to everyone that has participated in recent training courses and activities. We have now completed the minimum training standard for most of our BFB volunteers. Additionally, we have also 8 newly qualified Level 1 incident controllers. Well done to you all.

2. Review of Fire Control Information Brochure

This year, we have trialled a new fire control and hazard reduction information brochure, with content now streamlined into a concise, double-sided A4 flyer to be distributed alongside this year's rates notices. Much of the previously printed detail has been transitioned to the Shire's website, with the flyer featuring a web address and QR code for easy access. Feedback is welcome.

3. 000 Arrangement – change to group call

As discussed at the last BFAC, a group call has been created to answer any incoming 000 calls for the Shire of Jerramungup Bushfire Brigades. The procedure has been emailed to group contacts. Test call to be conducted tonight.

4. Pre-season preparedness

Appliance servicing has been completed. Boxwood Hill and Gairdner BFB held their pre-season meetings/trainings. Jacup BFB coming up. PPE/PPC orders are being collected. Please reach out if anyone needs an order form.

EVENTS / TRAINING / UP AND COMING ACTIVITIES:

- Jacup Pre-Season/ Seasonal Worker's training, Thursday 23/10/25 from 07:00 at the Jacup BFB shed
- Waterbomber reloader training on 02 November from 11:00 at Bremer Bay Airstrip, from 14:00 at Jerramungup Airstrip

Attachment 6.4

DFES Great Southern Report

Shire of Jerramungup BFAC

MEETING DATE: 20/10/2025
AGENCY: DFES
Great Southern District Office

FIRE/INCIDENT REPORT:

- Point Henry Response Level 1 IC
- Still chasing updates from DFES CAD and GIS Mapping on the response update
- Early mobilisation of managers and resource incidents early with appliances - Hit hard early. Turn around if needed
- Turn out messaging – To who??
- Early PAFTAC and consideration of public information
- Water bomber strategies.
- WAERN radio F4 function talk around and F2 scan, zone removal VHF or UHF in the correct frequency
- Superintendent update, Wayne leaving Wednesday most likely Diarmuid Kinsella through the High Threat Period due to recruitment process.

TRAINING / SAFETY ISSUES:

- Great southern regional exercise completed earlier this month in the Shire of Ravensthorpe with successful integration between shire, DFES and Stakeholders
- Pre season training now mostly completed for the incoming High Threat period

FUTURE PRIORITIES:

- Continue Prevention and Preparedness.

Mitigation:

- Ongoing and 40% received therefore not all will be completed, though hoping to get more funding later in the year.

Attachment 6.5

Shire of Jerramungup Bushfire Advisory Committee Meeting October 2025

Report from Shire of Jerramungup Bushfire Risk Mitigation Coordinator Dan Biddulph

Shire of Jerramungup MAF R2 24/25

Majority of this year's treatments have been finished.

A few spraying jobs and mechanical work in Jerramungup to be completed prior to the high threat period.

Prescribed Burning

1. Needilup Townsite
2. Boxwood Hill Townsite
3. Bremer Bay LIA pile burns
4. North of Beaches Caravan Park (two small sections)
5. North of Whitetrail Rd (one small section opposite Noongar camp)
6. Point Henry Rd Pile burn- Tea Tree piles.

MAF 3 Year 2025-2028

Jerramungup Shire expressed our interest and was successful in getting onto the next round of MAF 3-year funding. Application has been lodged with DFES and we are waiting for confirmation of funding.

Treatment type	Number of treatments
Chemical	59
Mechanical	13
Mechanical- Forestry Mulching	5
Mechanical- Hand Chipping	7
Mechanical- Slashing	41
Prescribed Burn	20



fire break	1
Total	146



Attachment 7.1

Shire of Jerramungup

2025/26 FIRE CONTROL OFFICERS AND FIRE WEATHER OFFICERS

NAME	POSITION	BRIGADE	PHONE	RADIO CALL SIGN
Stuart Hocking	FCO / FWO / Captain	Boxwood BFB	0438 287 280	Boxwood 1
Jarrold King	FCO	Boxwood BFB	0427 812 242	Boxwood 2
Michael Campbell	FCO	Boxwood BFB	0428 366 044	Boxwood 3
Anthony Thomas	FCO	Boxwood BFB	0429 366 021	Boxwood 4
Steve Booth	(Permits only)	Boxwood BFB	0400 653 753	
Brad Shelton	FCO / Captain	Gairdner BFB	0457 679 413	Gairdner 1
Craig Hall	FCO / FWO	Gairdner BFB	0427 086 011	Gairdner 2
Bruce Hill	FCO	Gairdner BFB	0447 140 079	Gairdner 3
Daniel Smart	FCO	Gairdner BFB	0427 366 058	Gairdner 4
Michael Lester	FCO / Captain	Jacup BFB	0429 374 268	Jacup 1
Brad Bailey	FCO/FWO	Jacup BFB	0427 291 078	Jacup 2
Trevor Ross	FCO	Jacup BFB	0427 355 023	Jacup 3
Peter Wisewould	FCO	Jacup BFB	0427 356 086	Jacup 4
James Lyall	FCO	Jacup BFB	0428 960 488	Jacup 5
Wade Brown	FCO / Captain	Needilup BFB	0427 549 850	Needilup 1
Jye Duggan	FCO / FWO	Needilup BFB	0427 532 094	Needilup 2
Alex Baum	FCO	Needilup BFB	0429 471 048	Needilup 3
Clint Pocock	FCO	Needilup BFB	0400 746 523	Needilup 4
Peter Buckenara	FCO / 1 st LT Fire	Bremer Bay VFES	0429 371 003	Bremer 1
Terry Anderson	FCO / FWO	Bremer Bay VFES	0437 953 020	Bremer 2
Stacey Francis	FCO	Bremer Bay VFES	0437 611 759	Bremer 3
Ruairi Sinnott	FCO	Bremer Bay VFES	0467 052 365	Bremer 4
Matt Foster	FCO/ 1 st LT Fire	Jerramungup VFES	0498 137 395	Jerry 1
Paul Hislop	FCO / FWO	Jerramungup VFES	0427 354 037	Jerry 2
Jeremy Wisewould	FCO / FWO	Jerramungup VFES	0428 351 171	Jerry 3
Paul Barrett	FCO	Jerramungup VFES	0428 362 014	Jerry 4
Trenton Parsons	FCO	Jerramungup VFES	0428 551 979	Jerry 5
Siwel Solomon	FCO	Jerramungup VFES	0457 124 370	Jerry 6
Dual FCO				
Peter Wisewould	FCO	Jerramungup/ Ravensthorpe	0427 356 086	Jacup 4
Paul Hislop	FCO	Jerramungup/ Lake Grace	0427 354 037	Jerry 2
Alex Baum	FCO	Jerramungup/ Gnowangerup	0429 471 048	Needilup 3
Stuart Hocking	FCO	Jerramungup/ Albany	0438 287 280	Boxwood 1
Clint Pocock	FCO	Jerramungup/ Kent	0400 746 523	Needilup 4