



Shire of
Collie

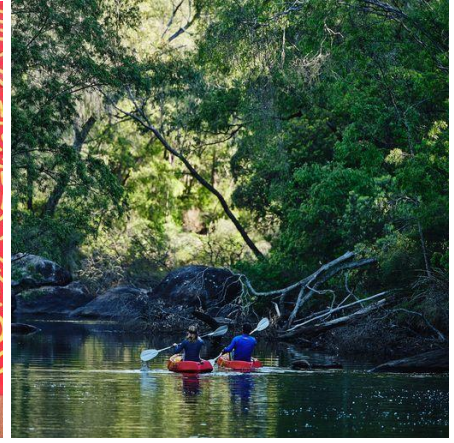
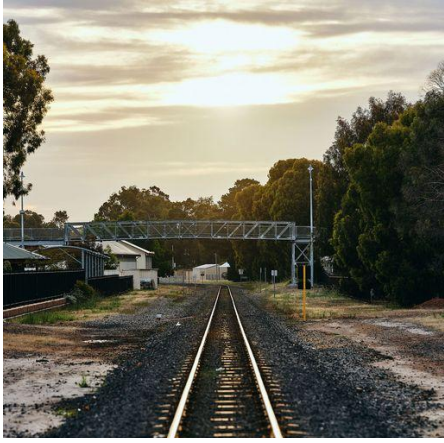
MINUTES

of the

BUSH FIRE ADVISORY COMMITTEE

held on

Monday, 13 July 2026



Our Vision

Collie - *Nature at our doorstep, community at heart.*

Our Mission

The Shire of Collie delivers high quality services, advocates for Collie, and fosters partnerships to achieve better outcomes which are guided by the community's vision and balanced by responsible financial management.

Our Values

The core values at the heart of the Council's commitment to the community are:

Integrity

Transparency

Accountability

Collaboration

Respect

Our Commitment to Community

We will lead the delivery of our vision

We will support local business wherever possible

We will consult and engage with our community on issues that affect them

We will encourage, welcome and value feedback

We will encourage, support and advocate for our community

Acknowledgement of Country

The Shire of Collie acknowledges the Traditional Custodians of the land, the Wiilman and Kaniyang people of the Noongar Nation, and pays our respects to Elders, past, present and emerging. We thank them for the contributions they have made to life in the Shire of Collie and to this region.

Contents

1.	OPENING/ATTENDANCE/APOLOGIES	4
2.	DISCLOSURE OF FINANCIAL INTEREST	4
3.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	4
3.1	Quinn Newton – Mitigation Activity Funding (MAF)	4
3.2	Letter of Appreciation from the Shire of Boddington	4
4.	CONFIRMATION OF THE PREVIOUS MINUTES OF COMMITTEE MEETING	4
4.1	Bush Fire Advisory Committee meeting – 4th September 2025	5
5.	BUSINESS ARISING FROM THE PREVIOUS MINUTES	5
6.	OFFICER REPORTS	6
6.1	Nil	6
7.	OTHER REPORTS	6
7.1	Chief Bush Fire Control Officer:	6
7.2	Community Emergency Services Manager:	6
7.3	Department of Fire and Emergency Services:	6
7.3	Department of Biodiversity Conservations and Attractions:	6
8.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	7
9.	QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN	7
10.	MATTERS WHICH REQUIRE DISCUSSION	7
10.1	Annual Firebreak and Fuel Hazard Reduction Notice.....	7
11.	CLOSE AND NEXT MEETING.....	7

Minutes of the Shire of Collie Bush Fire Advisory Committee Meeting held in Council Chambers, 87 Throssell Street Collie, on Monday 13 July 2026.

The Chair, Brett Hansen declared the meeting open at 6:42pm.

1. OPENING/ATTENDANCE/APOLOGIES

Appointed Members

Councillor Brett Hansen	Shire of Collie/Chair
Alex Wiese	Director Development Services
Darren Robinson	Chief Bush Fire Control Officer
Robert Schmidt	Community Emergency Services Manager
Julian Martin	Captain Allanson BFB
Archie Boyle	VFRC Harris River BFB
Shannon Proudfoot	Captain Collieburn Cardiff BFB
Shane Hickson	FCO Shire of Collie/VFRS Captain
Terry Hunter	FCO Shire of Collie
Kohdy Flynn	DFES Shire Deputy Chief
Ricky Southgate	DFES SW (or Nominee)
Jewell Crossberg	DBCA, Parks & Wildlife Service
Quinn Newton	Shire Bushfire Risk Mitigation Coordinator

Other Attendees

Jackie Robinson

Apologies

Phil Anastasakis	Shire of Collie CEO
Steven Melvin	Captain Worsley BFB
Michael Hart	FCO Harris River BFB
Shaun Partyka	Senior Community Ranger
Declan Rochester	Captain Collie Preston BFB
Neil Waywood	FCO Collie Burn Cardiff BFB
Graeme Genev	FCO Worsley BFB

2. DISCLOSURE OF FINANCIAL INTEREST

Forms available for declaration on request.

3. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

3.1 Quinn Newton – Mitigation Activity Funding (MAF)

Presentation from the Shire of Collie

3.2 Letter of Appreciation from the Shire of Boddington

Attachment 3.2

4. CONFIRMATION OF THE PREVIOUS MINUTES OF COMMITTEE MEETING

4.1 Bush Fire Advisory Committee meeting – 4th September 2025

Officer's Recommendation:

That the Committee confirms the Minutes of the Shire of Collie Bush Fire Advisory Committee Meeting held on 4th September 2025.

MOVED: Terry Hunter

SECONDED: Archie Boyle

CARRIED

5. **BUSINESS ARISING FROM THE PREVIOUS MINUTES**

Action	Date	Officer
The Volunteer Bush Fire Brigade guidelines are due for a review in September – The only alteration that was made to the document was the addition of item 4, 4.4 Chainsaws. It was agreed by the committee to remove the wording “ <i>the use of chainsaws should be restricted to daytime use only unless life and/or property is placed under imminent threat</i> ”. This decision was made due to the fact the chainsaws may need to be used for dry firefighting techniques and making access tracks during after daylight hours.	04/09/25	CESM
Water pressure pump at brigade is faulty (no pressure), CESM advised this can be replaced under building maintenance	04/09/25	CESM
Worsley BFB generator enclosure is not user friendly, cannot gain access to the generator to safely re-fill or service. CESM agreed it is not fit for purposes and poses a safety issue, it was never constructed correctly, advised getting a quote of what the brigade requires to sufficiently rectify the issue	04/09/25	CESM/Steven Melvin
Flash hood type respirators: these cannot be purchased under LGGs D.R will investigate getting some quotes from suppliers if there is interest from the brigades in doing a bulk order.	04/09/25	Darren Robinson
Allanson BFB being Breathing Apparatus (BA) qualified. DFES commented and advised that this is supported by the region and is being actively discussed, DFES is investigating the process and has reached out to other BA qualified Local Government managed BFB brigades within the state for feedback, will provide updates accordingly.	04/09/25	DFES
Concerns raised regarding FCO's being endorsed but not actively participating or attending BFAC	04/09/25	CESM

meetings. CESM will canvas any non-active FCO's and ascertain their interest to remain as FCO's and commit to the BFAC or be removed as a member.		
K.F noted that the brigade's laptops are over 7 years old making the process of completing FIRS reports difficult, I will be obtaining quotes to purchase all new laptops within this financial year to better assist and streamline the process	04/09/25	CESM

6. OFFICER REPORTS

6.1 Nil

7. OTHER REPORTS

7.1 Chief Bush Fire Control Officer:

Darren Robinson, as attached 7.1

DR mentioned the lack of communication from the Shire during the CESM vacancy, especially regarding maintenance issues from the brigades and private property burning.

Action: A.W will put steps in place for general communication to be improved and guidance for who to contact with queries to the Shire. i.e. SES issues, maintenance etc.

7.2 Community Emergency Services Manager:

Kohdy Flynn, as attached 7.2.

KF noted private property burn sign off requests (for the CEO) are taking weeks to be approved; he stressed this time needs to be shorted.

Action: A.W confirm that the capital works are included in the budget, if it gets funded.

Alex confirmed the shed extension has been fulling completed and the state government funding still to be announced

Alex Wiese – introduced Robert Schidmt as the Shire's new CESM

7.3 Department of Fire and Emergency Services:

Verbal report, Ricky Southgate.

Ricky Southgate thanked the volunteers for their efforts in the 2025/26 fire season, including support outside of the Shire of Collie.

Action: RS (CESM) Distribute the upcoming training calendar to the brigades.

7.4 Department of Biodiversity Conservations and Attractions:

Jewell Crossberg, report attached 7.4

Jewell Crossberg added that DBCA will be contacting the Shire regarding upcoming burns in the Shire. He also offered to provide an out of meeting information session to provide more information.

Terry Hunter mentioned shift workers are camping out in the bush.

Ricky Southgate noted that Anglicare receive funding for homeless people. He can investigate this so the information can be shared. Providing fire skills and information so campers are formed and are aware of how to be safe. They will be funding Collie in the future.

8. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

Members have the ability to submit notices of motion between meetings and up to a time prescribed in standing orders before a meeting.

9. QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.

10. MATTERS WHICH REQUIRE DISCUSSION

10.1 Annual Firebreak and Fuel Hazard Reduction Notice

KF noted that some of the fire details on the website are incorrect and/or require updating.

Action: Rob Schmidt to update the Shire website details and the Fire Prevention Supplementary Information attachment.

Officer's Recommendation:

That the Committee notes the attached 2026/27 Fire Hazard Reduction Notice, attachment 10.1

11. CLOSE AND NEXT MEETING

There being no further business, the Chair of the meeting, Brett Hansen declared the meeting closed at 7.53pm

Next meeting to be held in September, date to be confirmed.

General Business:

Terry met with WorkSafe to discuss volunteer safety and prosecution. Confirmed this is not likely to happen, a very low risk.

Shane - Fire and rescue (4th) – 236 incidents, very busy year. Including fatalities. They are also there to support volunteers and staff in hard situations.

Archie – successful AGM and year. 5 new people keen to join the brigade. Looking for a local course to upskill volunteers to avoid travel. 10 members at Allanson. KF noted September is the planned training time for courses. (email out training)

Allanson BFB – demonstration of gross negligence must be proven before anyone can be prosecuted. Which is extremely unlikely to happen.

DR asked if the fire hazard reduction notice can be amended - Restricted burning period, wood or solid fuel, “allowable” add 6pm – 10pm

JR is there a way to improve information and awareness to the community regarding fire periods, campfires etc.

FK noted that they are often visitors not locals.

BH signs could be added to the town (visitor centre information sheets)

[AW – Add as an action for brigades to add ideas and send to CESM.](#)

Ricky has a contact for information sessions in the community.

Robert added his door is always open and his phone always on.

Bush Fire Advisory Committee Meeting

13 July 2026

APPENDICES

3.1	MAF Presentation
3.2	Letter of Appreciation
4.1	Minutes of BFAC meeting – 4 September 2025
7.1	CBFCO Report
7.2	CESM Report
7.4	DBCA Report
10.1	Fire Hazard Reduction Notice 2026-2027



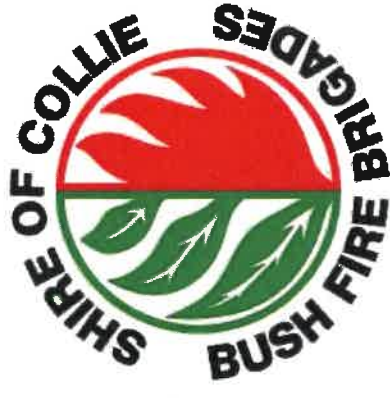
Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

**Attachment 3.1
MAF Presentation**



Shire of
Collie
Explore. Discover. Connect.



MITIGATION ACTIVITY FUND

3 YEAR PLAN 2026-2028

OBJECTIVE

The Mitigation Activity Fund Grants Program (MAFGP) objective is to reduce the hazard or exposure to identified assets that are at risk from the occurrence of a bushfire on Local Government managed Crown land



OBJECTIVE CRITERIA

To be eligible for MAFGP a treatment must:

- Reduce or manage the bushfire risk to an identified asset.
- Be tailored to the identified risk and location.
- Be cost effective.
- Be achievable in terms of changes in fuel age, separations distances, or reduction in risk levels.
- Be part of an overall integrated strategy.



TYPES OF ELIGIBLE TREATMENTS



Treatments that can be applied for include:

- Prescribed Burning
- Mechanical Thinning/Mulching/Under pruning
- Chemical Spraying
- Installation on Fire Access Tracks/Roads
- Fire Access Gates

FUNDING SOURCE & FUNDING ROUNDS

The MAFGP consist of two funding sources, Royalties for Regions and the Emergency Services Levy. LGs are allocated funding under MAFGP and unless specifically requested, will not be advised which source of funding they have been allocated. Funds are to be used for on ground works to mitigate pre-identified extreme, very high and high risks.

The Shire has been approved a new 3 year plan, consisting of 114 treatments, with an allocated amount of \$698,279.00. All treatments will need to be completed by December 2028.



2026-2028 1ST YEAR CURRENT PROGRESS

The Shire was awarded \$280,869.00 worth of funding for the first year to mitigate fire and fuel loading risk across the Shire to a total of 50 treatments including:

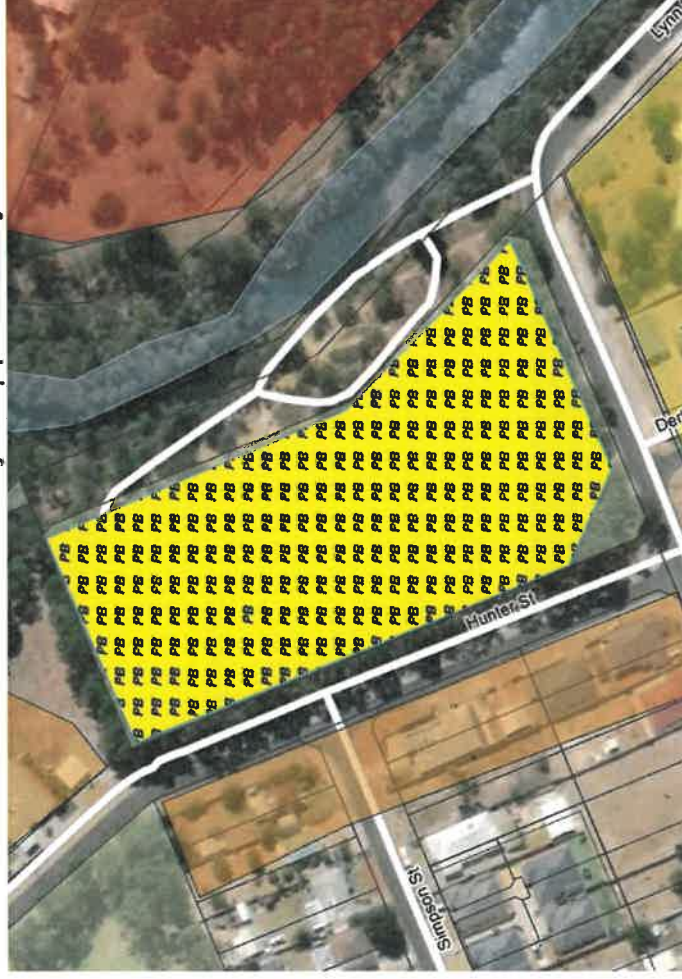
- 10 - Prescribed Burns
- 15 - Mechanical Treatments
- 3 - Install Fire Access Tracks / Install firebreaks
- 22 - Chemical Treatments

No on-ground treatment activities have been completed at this stage. Progress has been delayed while procurement processes, contractor onboarding requirements, and internal governance arrangements are finalised. In addition, several treatment areas require Aboriginal Cultural Heritage approvals before works can proceed. These prerequisites are essential to ensure all treatments are delivered safely, lawfully and in accordance with Shire and State Government requirements. Once these requirements are complete, treatment delivery will commence as a priority, and anything not completed this calendar year, will be brought into next year. See next slides the prescribed burn treatments we hope to complete in spring.



PRESCRIBED BURNS

Hunter Street 2ha – not yet approved by DPLH



PRESCRIBED BURNS

Cameron Rd – recently approved by DPLH, looking to go ahead in spring



PRESCRIBED BURNS

Collie Waste Facility



PRESCRIBED BURNS

Gane Rd x Dransfield Rd – awaiting approval from DPLH



PRESCRIBED BURNS

Collie Race Track (breaks first)





Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

**Attachment 3.2
Letter of Appreciation**

27 May 2026

Ian Miffing
Shire President
Shire of Collie
Locked Bag 6225
COLLIE WA 6225

Dear President Miffing

Shire of Boddington Bush Fires – Letters of appreciation and thanks

On behalf of the Shire of Boddington and the wider community, I wish to extend our sincere appreciation and gratitude to your brigade/unit and the emergency service personnel and volunteers under your leadership who responded to the Newmont Goldmine Bushfire and the Boddington Complex Fires this summer.

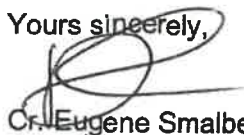
The dedication, professionalism, and resilience demonstrated by your members throughout these incidents were greatly valued and deeply appreciated. The contribution made by your personnel, often under difficult and demanding conditions, played a significant role in protecting lives, property, infrastructure, livestock, and the natural environment.

We recognise that the commitment shown by your volunteers and staff required considerable personal sacrifice, including time away from families, workplaces, and their own communities. Their willingness to assist the Shire of Boddington during these emergencies reflects the very best qualities of service, teamwork, and community spirit.

Please pass on our sincere thanks and appreciation to all members of your brigade/unit who were involved in the response and support operations. Their efforts provided reassurance and support to our community during a very challenging period, and their service will not be forgotten.

The Shire greatly values the ongoing support and partnership of emergency service organisations such as yours, and we remain sincerely grateful for the assistance provided.

Yours sincerely,



Cr. Eugene Smalberger
Shire President



Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

Attachment 4.1

Minutes of BFAC meeting – 4 September 2025



Shire of
Collie

Minutes

for the

Bush Fires Advisory Committee

4th September 2025

Minutes

Contents

1.	OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE.....	3
2.	PUBLIC QUESTION TIME	3
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4.	DISCLOSURE OF FINANCIAL INTEREST	3
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	4
6.	CONFIRMATION OF THE PREVIOUS MINUTES.....	4
7.	BUSINESS ARISING	4
8.	OFFICER REPORTS	4
8.1	Appointment of Fire Control Officers	
8.2	Appointment of Brigade Office Bearers	
8.3	Community Emergency Services Manager Report.....	
8.4	Chief Bush Fire Control Officer Report	
8.5	Department of Fire and Emergency Services Report	7
8.6	Department of Biodiversity Conservations and Attractions Report	7
8.7	Ranger Report	7
8.8	Other Industry Reports.....	7
10.	QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN.....	7
11.	URGENT BUSINESS APPROVED BY PRESIDING MEMBER OR BY DECISION	7
12.	AGENDA ITEMS WITH PRIOR NOTICE.....	7
13.	ANNOUNCEMENTS BY PRESIDING MEMBER OR BY DECISION.....	8
14.	COMMITTEE DOCUMENTS OF INTEREST	8
13.1	Annual Review of BFB Policy	
15.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	8
16.	GENERAL BUSINESS	8
17.	CLOSURE OF THE MEETING TO THE MEMBERS OF THE PUBLIC.....	10
18.	NEXT MEETING	10
19.	CLOSE.....	16

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

Chairperson declared the meeting opened at 6.34pm

Appointed Members

Councillor Paul Moyses	Shire of Collie Councillor/ Acting Chair
Alex Wiese	Shire of Collie Director Development Services
Darren Robinson	Chief Bush Fire Control Officer
Kohdy Flynn	Community Emergency Services Manager/DCBFCO
Declan Rochester	FCO Preston Road BFB
Neil Waywood	FCO Collieburn Cardiff BFB
Michael Hart	FCO Harris River BFB
Terry Hunter	FCO Shire of Collie
Julian Martin	FCO Shire of Collie
Shaun Partyka	Senior Community Ranger
Ricky Southgate	DFES District Officer Wellington

Invited Guests

Shannon Proudfoot	Captain Collieburn Cardiff BFB
Steven Melvin	Captain Worsley BFB
Archie Boyle	Captain Harris River BFB
Brad Barr	FIFWA Group

Apologies

Andy Wright	ENTS Forestry
Bryce Edwards	Forrest Product Commission
Afie Jazreen	Department of Biodiversity Conservation & Attractions
Shane Hickson	Collie VFRS Captain

Quorum

Presiding Member to ensure that there is a quorum. A quorum for this Committee is 6 voting members.

Other attendance related matters:

- 1.1 Members granted Leave of Absence at previous meeting/s.
- 1.2 Members requesting Leave of Absence for future Meetings.
- 1.3 Members who are applying for Leave of Absence for this Meeting

2. PUBLIC QUESTION TIME

Nil

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. DISCLOSURE OF FINANCIAL INTEREST

Nil

5. **PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

6. **CONFIRMATION OF THE PREVIOUS MINUTES**

The minutes of the 30th June 2025 meeting are provided as attached for confirmation.

Officer's Recommendation:

That the Minutes of the Bush Fire Advisory Committee meeting held on Monday 30th June 2025 be confirmed as a true and correct record of the meeting.

MOVED: Julian Martin

SECONDED: Michael Hart

CARRIED

7. **BUSINESS ARISING**

Nil

8. **OFFICER REPORTS**

8.1 **Appointment of Fire Control Officers**

Purpose: The appointment and endorsement of Fire Control Officers for the 2025/2026 Bushfire season for the Shire of Collie in accordance with the *Bush Fires Act 1954*.

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Alex Wiese
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	Appendix 1
Voting Requirement:	Simple Majority

Officer's Recommendation:

That the Committee recommend that Council resolve to appoint the following personnel and staff to the positions of Fire Control Officer for the 2025/26 Bushfire season in accordance with the *Bush Fire Act 1954*

Kohdy Flynn – Allanson/CESM
Declan Rochester - Collie Preston
Graham Genev – Worsley
Shaun Partyka - Shire Senior Ranger
Alyce Russell – Shire Community Ranger
Michael Hart – Harris River
Neil Waywood – Collieburn Cardiff
Shane Hickson – Collie VFRS
Terry Hunter – Collieburn Cardiff
Julain Martin – Shire of Collie
Melissa Howard – Shire of Collie BRMC
Brad Morgan – Dual FCO Shire of Collie/Boddington

MOVED: Julian Martin

SECONDED: Darren Robinson

CARRIED

Background:

The Shire is required under the *Bush Fires Act* to appoint Fire Control Officers (FCO). An FCO is a delegated representative of the Shire of Collie for the administration of the provisions under the *Bush Fires Act 1954*. The position is required to perform active operational duties involving bushfire suppression, fire prevention strategies, incident management and the issuing of permits to burn. The role of an FCO forms an integral position within the structure of a brigade and forms a professional image for the brigade's and the Shire within the field of emergency management. The position helps shape a supportive environment as well as acting as a leader for all volunteer members.

Statutory and Policy Implications:

N/A

Budget Implications:

N/A.

Communications Requirements: (Policy No. CS 1.7)

The FCO position falls vacant annually at each brigade Annual General Meeting. Nominations are called for and then voted in by the attending members of the respective brigade.

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedents:

N/A

Comment:

The Shire has this year received a request from the Shire of Boddington to nominate Mr Brad Morgan as a dual Fire Control Officer within the Shire's of Collie and Boddington. Section 40 of the Act allows two or more Local Governments to appoint dual FCO's for the purposes of the

Act. Officers endorsed by the Council will receive official notification and their appointments and will be advertised in the local paper as required under the Act.

8.2 Appointment of Brigade Office Bearers

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Alex Wiese
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	Appendices 2 – 6 Bushfire Brigade Minutes
Voting Requirement:	Simple Majority

Purpose:

The endorsement of Bush Fire Brigade Officers for the Shire of Collie in accordance with the *Bush Fires Act 1954*.

Officer Recommendation:

That the Committee recommend that Council resolve to endorse the officers elected to the Shire of Collie Bushfire Brigades for the 2025/2026 season as stated in the 2025 Annual General Meeting minutes of the five brigades within the Shire.

MOVED: Terry Hunter

SECONDED: Michael Hart

CARRIED

Background:

The Shire is required under the Bush Fires Act 1954 to annually endorse the Bush Fires Brigade Officers for the effective operation and administration of each Volunteer Bush Fire Brigade.

Statutory and Policy Implications:

N/A

Budget Implications:

N/A

Communications Requirements: (Policy No. CS 1.7)

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedents:

N/A

Comment:

Office bearers form an important role for the effective operation and management of each brigade. Office bearers are to be nominated and voted in by brigade members at their respective AGM's each year. Office bearer positions shall include as a minimum a Captain, 1st and 2nd Lieutenants, Secretary, Treasurer, Training Officer, and an Equipment Officer. It should be noted brigades may choose to appoint other positions in additions to those mentioned.

8.3 Community Emergency Services Manager:

Kohdy Flynn, Full report as attached.

8.4 Chief Bush Fire Control Officer:

Darren Robinson, thanked all for their continued efforts, with a few fires being responded to already looking forward to the season ahead continuing to work with you all, encouraged all members to get on seasonal training and refresher courses in preparation for the season ahead. Attended the W-AFAC Conference proving valuable and insightful via differing seminars, keynote speakers and displays.

8.5 Department of Fire and Emergency Services Report

Ricky Southgate, DFES District Officer Wellington. Full report as attached.

8.6 Department of Biodiversity Conservations and Attractions Report

Afie Jazreen, Fire Operations Officer, DBCA Wellington District.

Afie was an apology for the meeting, Afie report was tabled at the meeting on his behalf, full report as attached.

8.7 Ranger Report

Shaun Partyka, Senior Community Ranger.

Property Pre-Inspections are due to commence for fire hazard compliance at the start of November, with full compliance under the Shire's Firebreak and Fuel Hazard Reduction Notice due by 1st December. The notice has been sent out as part of Shires rates package.

8.8 Other Industries:

Brad Barr, FIFWA representative.

Brad introduced himself as the Forrest Industries Federation of Western Australia (FIWA) representative, representing differing plantation companies across the region who are all part of the FIFWA group. Both FPC and Wespine offer grant funding that are available to Bushfire Brigades for items not already covered by the LGGS system.

9. QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

Nil

10. URGENT BUSINESS APPROVED BY PRESIDING MEMBER OR BY DECISION

Nil

11. AGENDA ITEMS WITH PRIOR NOTICE

Nil

12. ANNOUNCEMENTS BY PRESIDING MEMBER OR BY DECISION

Nil

13. COMMITTEE DOCUMENTS OF INTEREST

13.1 Annual Review of Bush Fire Brigade Guidelines

The Volunteer Bush Fire Brigade guidelines are due for a review and should be reviewed at the start of each season by the committee. A request for feedback was sent out with nothing received back from any brigade or member.

The intent of the guidelines is to supplement the Shire of Collie Bushfires Local Law 2017 and to provide guidance to volunteers and brigades regarding their rights and responsibilities.

It is intended to try and keep the guidelines as a user-friendly document by keeping the document as short and to the point as possible and not double up with what is already stipulated in relevant Act's or Regulations.

Input is sought from the Committee on the attached review for any alterations or additions or comment.

The only alteration that was made to the document was the addition of item 4, 4.4 Chainsaws. It was agreed by the committee to remove the wording "*the use of chainsaws should be restricted to daytime use only unless life and/or property is placed under imminent threat*". This decision was made due to the fact the chainsaws may need to be used for dry firefighting techniques and making access tracks during after daylight hours.

14. STATUS REPORT ON COUNCIL RESOLUTIONS

Nil

15. GENERAL BUSINESS

Terry Hunter. (Business from ROAC & BOC)

- Terry Hunter advised he is a peer supporter as and can be contacted directly either to assist or point personnel in the right direction for support if needed. Information regarding the Western Australian Emergency Services Hardship Scheme was provided, this scheme is funded by the WA State government and managed by a small committee. The scheme assists all WA Emergency Services personnel who may fall into hardship and can provide grants of up to \$5000. Further information can be found via their website [About - Emergency Services Volunteers' Hardship Assistance Scheme \(waesvhas.org.au\)](http://About - Emergency Services Volunteers' Hardship Assistance Scheme (waesvhas.org.au)) in addition to this the Bushfire Volunteer Association offers a similar hardship scheme for volunteers who are injured on the fire ground. Contact Terry for more information or assistance in applying.
- Terry discussed the topic of the Presumptive Cancer Legislation advising Local Government volunteers are covered via LGIS, however record keeping of incidents attended by volunteers are imperative due to the need to prove the number of hazardous fires a volunteer has attended to qualify for any form of insurance coverage.
- Terry spoke of the use of spontaneous volunteers at incidence and the complexities surrounding their insurance coverage and training.

- Terry advised the announced the chair of the Association is Dan Sanderson.
- Next ROAC is on the 9th October.

Michael Hart

- Water pressure pump at brigade is faulty, no pressure, CESM advised this can be replaced under building maintenance.

Neil Waywood

- Raised a query if auxiliary members can do water bomber re-loading to elevate active BFB members attending, CESM advised only registered active members can carry out reloading, this is due to insurance and PPE requirements, SES members will always be the first to be called to carry out the reloading.

Steve Melvin

- Raised an issue with the enclosure of the Worsley BFB generator enclosure, it is not user friendly, cannot gain access to the generator to safely re-fill or service, the roof of the enclosure has come down on a member when he was checking the generator hitting him on the head. CESM agreed it is not fit for purposes and poses a safety issue, it was never constructed correctly, advised to get a quote of what the brigade requires to sufficiently rectify the issue, dependant on cost we may be able to cover under general building maintenance or be authorised via the LGGS to expend funds given it poses a safety and access/egress issue.

Darren Robinson

- After attending the W-AFAC, was great to see all the new products that are available, of interest was the flash hood type respirators, noting these cannot be purchased under LGGS I will investigate getting some quotes from suppliers if there is interest from the brigades in doing a bulk order.
- Question was raised regarding the status with the Allanson BFB being Breathing Apparatus (BA) qualified. This was raised by DFES some time ago due to there being a large amount of industrial infrastructure already in place or currently under construction along with managing car and other structure fires within the Local Government primary response area, outside of the Gazetted Fire District. DFES commented and advised that this is supported by the region and is being actively discussed, DFES is investigating the process and has reached out to other BA qualified Local Government managed BFB brigades within the state for feedback, will provide updates accordingly.
- Concerns raised regarding FCO's being endorsed but not actively participating or attending BFAC meetings, there are people on the list who have not attended any meeting in some time. CESM advised that it is not expected that all FCO's attend every meeting however it is always recommended and welcomed if a nominated FCO cannot make the meeting that a proxy is sent on their behalf so their brigade/group is represented and important information can be conveyed. CESM will canvas any non-active FCO's and ascertain their interest to remain as FCO's and commit to the BFAC, or be removed as a member.

Julian Martin

- Queried the timeline of air recourses coming on/offline prior/after the season. With the changing climate and seasons seemingly being extended we are responding to fires in September and June with no air support available to ground crews. DFES commented that these are usually contracted services, the fixed wings are coming on earlier for the grain harvest so they are around but being based at their nominal bases would depend on contracts and seasonal conditions.

Kohdy Flynn

- Reiterated the importance of completing FIRS reports, realising the training is difficult to get on, to enable access to the DFES system to submit FIRS online, I'm receiving a lot of paper forms that are either incorrect or illegible, moving forward all FIRS will now need to be completed and submitted using the editable electronic PDF form, no more hand written reports will be accepted. I accept that the brigade's laptops are over 7 years old making this process difficult, I will be obtaining quotes to purchase all new laptops within this financial year to better assist and streamline the process.
- Spoke of the AGM reports received from the brigades being sub standard and missing critical information, these reports need to be submitted to Council for their endorsement of relevant roles as required under the Act. We all need to be a bit more professional and document the meeting correctly, I will be sending out a template for use by all brigades so we can streamline this process into the future.

16. NEXT MEETING

The next meeting date is yet to be determined.

17. CLOSE

The Chair of the meeting, Paul Moyses declared the meeting closed at 7:48pm

22 July 2025

Phil Anastasakis
Chief Executive Officer
Shire of Collie
Locked Bag 6225
Collie WA 6225

Dear Phil,

DUAL FIRE CONTROL OFFICER APPOINTMENT – 2025/2026

The Shire of Boddington would like to nominate Brad Morgan, as a Dual Fire Control Officer with the Shire of Collie for the 2025/26 fire season.

If this request is approved, please arrange the necessary local advertising.

Should you have any questions regarding this matter, please contact us on 9883 4999 or by email shire@boddington.wa.gov.au.

Yours sincerely,



Julie Burton
Chief Executive Officer

SHIRE OF COLLIE
Rego 1-25-5864

25 JUL 2025

File: EMG/025
Officer: CESM

~~Agenda~~

2024/25 Allanson VBFB Annual General Meeting

Date: 11/07/25

Meeting Opening:

Location: Allanson Bush Fire Brigade

1. CALL TO ORDER

Chair: Darren Robinson

Meeting opened 1819 hrs

Minutes:

Attendance:

Darren Robinson, Graham Forrest, Rick Kenyon, Danielle Roe, Michael Currie, Amanda Currie, Keegan Wells, Greg Salter, Heather Salter, Luke Horridge, Declan Rochester, Jason Ingerfield, Declan Rochester, Tamsin Emmett

Apologies:

James Ingerfield, Jackie Robinson, Kohdy Flynn, David Morey

New Members:

David Morey,

2. 2023/24 APPROVAL ON MINUTES FROM PREVIOUS AGM

Moved: *Greg Salter*

Seconded: *Keegan Wells*

3. TREASURER'S REPORT – JACKIE ROBINSON

(See attached document)

Moved: *Julian Martin*

Seconded: *Amanda Currie*

4. CAPTAIN'S REPORT – DARREN ROBINSON

Good afternoon and thank you for attending today's meeting. This report provides an overview of Allanson Brigade's activities and achievements during the 2024-2025 financial year.

Operational Performance

The brigade has maintained its strong operational performance throughout the financial year. Within the shire, there were 98 reported fires, with Allanson Brigade successfully responding to 48 of these incidents. Our response capability remained excellent, with the brigade able to deploy appliances to every call received throughout the year.

Member participation has been outstanding, with several occasions where attendance exceeded vehicle capacity—a positive indicator of our team's commitment and readiness.

Incident Response Breakdown

Our emergency response activities included:

- 8 Good intent calls
- 12 Large bushfire incidents
- 18 Small bushfire incidents
- 7 Vehicle and rubbish fire incidents
- 2 Structural fire incidents
- 1 General service call
- 1 Hazardous situation response

Membership Status

Current membership stands at 23 active members. Allanson Brigade continues to be recognized as one of the most active brigades in the field, successfully maintaining our reputation for operational excellence.

Prescribed Burns and Revenue Generation

Prescribed burning activities were limited this year due to weather conditions and member availability. The transition from an extended hot summer directly into a wet winter provided only a brief window for burning operations.

Despite these constraints, the brigade successfully completed:

- Green waste burn at the Waste Transfer Station
- Partial completion of MAF burn near the river at Venn St.

These activities generated essential funds for station improvements.

Improvements

Revenue from prescribed burns enabled several significant station upgrades:

- **Completion of "Little AL"** - Originally donated by Mick and Amanda Currie, now upgraded to its current look.
- **Purchase of "Dirty Harry"** – our free station cleaning system
- **Dash pocket installations** on appliances for improved equipment organization

Grant Funding and Future Projects

The brigade successfully secured a \$2,500 Synergy grant for lighting installation at the water tank fill point. Rick Kenyon is coordinating this project, which will significantly improve safety during nighttime appliance refilling operations. (thank you Rick for applying for the grant).

Leadership Transition

As previously announced, I will not be running as Captain this year due to other commitments. I believe the captain role requires dedicated focus and time that I cannot adequately provide while carrying out my Chief responsibilities.

Acknowledgments

I would like to express my sincere gratitude to all members for their trust and support during my tenure as Captain. Leading this brigade has been both an honour and a privilege. The dedication and professionalism demonstrated by our members continues to be exceptional.

Moved: Graham Forrest **Seconded:** Danielle Roe

5. FCO REPORT AND CESM REPORT – KOHDY FLYNN

(see attached document)

Moved: Heather Salter

Seconded: Keegan Wells

6. ELECTION OF COMMITTEE:

All positions are called vacant at this point and elections will be held.

Proxy Votes:

Nominations opened on 5/6/2025 and closed on 06/7/25 at midnight.

All Proxy votes are handed in to Captain or elected members.

Election of the committee to be by secret ballot. Counting of votes by CESM or CBFCO if present.

Each member shall have received a ballot paper including any proxies.

- **Brigade Captain**
- **Nominated:**
 - Rick Kenyon (Declined)
 - Julian Martin (accept)
 - Jason Ingerfield (accept)
- **Voted in:** Julian Martin
- **1st Lieutenant**
- **Nominated:**
 - Graham Forrest (Declined)
 - Keegan wells (accept)
 - Rick Kenyon (accept)
 - Jason Ingerfield (accept)
 - Julian Martin (accept)
- **Voted in:** Rick Kenyon
- **2nd Lieutenant**
- **Nominated:**
 - Rick Kenyon (accept)
 - Michael Currie (accept)
 - Jason Ingerfield (accept)
 - Keegan Wells (accept)
 - Jackie Robinson (accept)
 - Luke Horridge (accept)
- **Voted in:** Keegan Wells
- **3rd Lieutenant**
- **Nominated:**
 - Michael Currie (accept)
 - Luke Horridge (accept)
 - Greg Salter (accept)
 - Jason Ingerfield (accept)
 - Keegan Wells (accept)
 - Jackie Robinson (accept)
 - Rick Kenyon (accept)

Voted in: Michael Currie

- **Brigade Secretary / Brigade Treasurer**

- **Nominated:**

- Jackie Robinson (Declined)
- Amanda Currie (Declined)
- Luke Horridge (Declined)
- Danielle Roe (declined)
- Greg Salter (accept)
- Heather Salter (accept)

- **Voted in:** Greg Salter (Secretary) Heather Salter (Treasurer)

- **FCO**

- Nominated:**

- Julian Martin (Declined)
- Graham Forrest (Declined)
- Kohdy Flynn (accept)
- Greg Salter (Declined)

Voted in: Kohdy Flynn (Unopposed)

- **Training Coordinator**

- **Nominated:** Heather Salter

Voted in: Heather Salter (Unopposed)

- **Maintenance Officer**

- **Nominated:**

- Greg Salter (declined)
- Luke Horridge (accept)
- Rick Kenyon (declined)

- **Voted in:** Luke Horridge

Moved: Jason Ingerfield

Seconded: Rick Kenyon

7. CHIEF BFCO COMMENTS:

See Attached Report:

8. GENERAL BUSINESS:

- Rick thanked Darren and Bushy for their commitment to Allanson BFB over the years they have been in leadership roles in the Brigade. Rick also thanked everyone that voted for him, expressed that he had to decline for captain due to family reasons.
- Julian expressed thanks for voting him in as captain and asked that we make sure that we support each other moving forward.
- Julian has suggested that we do another working bee at Hoppers place in the next month or so.
- Danielle is pregnant so she will be backing off.
- Heather's Training report is attached.
- Amanda updated us on the 'little al' seat that the fabric has been ordered and we will hopefully have a seat in a few weeks
- Amanda and Jackie did the allanson colour run this last year and it was an absolute success, and we have been asked if we can do it again this year.
- Mike bought up re-doing the grass out the front.
- Daz thanked everyone for their support over the last 6 years as captain.
- Julian has requested new pens that work in time for the next meeting.

Moved: Danielle Roe **Seconded:** Keegan Wells

Meeting close: 1923 hrs.



ALLANSON VOLUNTEER BUSH FIRE BRIGADE

27 Bedlington St Allanson WA 6225

PO Box 728 Collie WA 6225

allansonvbf@outlook.com

ABN: 84 990 871 680

Allanson Volunteer Bush Fire Brigade Treasurer's Report Date: 11 July 2025

Dear Members of the Bush Fire Brigade,

I am pleased to present the Treasurer's Report for the period **July 1 2024, to June 30, 2025**. This report outlines the financial activities and current standing of our brigade.

◆ **1. INCOME:**

- **Donations:** Lion's Club awarded the Brigade \$500, as winners of the Christmas Pageant.
- **Grants:** \$2495 secured through a Synergy grant to fund the installation of a sensor light for in front of the water tank. Funds to be utilised in the coming months.
- **Fundraising:** A total of \$3,534 raised as part of MAF funded burns, private burns and works within the community, including green-waste burning at Gibb's Road Landfill Facility.

◆ **2. EXPENSES**

- **Station Upgrades:** \$249 spent on a robot vacuum, to help maintain station cleaning standards.
- **Community Investment:** \$980.91 utilised for the restoration/conversion of a buggy for community events.

♦ 3. FINANCIAL POSITION:

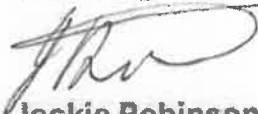
In summary:

- **Bank Balance** (as of June 30, 2025):
 - **Main Account:** As on June 30, 2025, the balance stands at \$17,301.09.
 - **Welfare Account:** As on June 30, 2025, the balance stands at \$1,242.62. Thank you to members who have paid their outstanding social drink purchases.
 - **Petty Cash Account:** As on June 30, 2025, the balance stands at \$500.22. There are two outstanding claims for July 2025.

This summary highlights our ongoing commitment to transparency and responsible financial management. For a more detailed overview, please refer to the attached financial overview for F24-25.

Thanks so much for all your support and commitment to the Allanson Volunteer Bush Fire Brigade—it's truly appreciated. Wishing the new Treasurer all the best! I'll be around for a full handover and happy to help with any questions you may have throughout the next financial year.

Warm regards,



Jackie Robinson

Treasurer, Allanson Volunteer Bush Fire Brigade

2025 BRIGADE AGM - CESM REPORT

General:

- Thanks to everyone for their efforts over the season no matter what your roles or how active you were by just getting in and doing what is required it is greatly appreciated the time and commitment that you all spend away from your loved ones.
- Within the Shire there have been 88 fires reported for the FY from all agencies have attended to in some way shape or form. This is down from 120 last FY
- Thanks to those who put their hands up to be deployed and assist neighbouring Shires, deployments constated of West Arthur, Capel, Harvey and Bunbury.
- As a brigade Allanson have attended to 47 incidences, the breakdown of these jobs is also attached.
- Thanks to the brigade for continuing to complete your FIRS reports.
- All appliance servicing has been completed, Reminder to all to try and keep the appliance in a respectable clean and tidy manner, I don't expect the trucks to be cleaned after each turn out but as a minimum rubbish, mud/dust and foot wells swept out.
- Use of the Fire Mapper App, please download, the QR codes are at your brigades.
- After an annual review with inactive members removed, the Allanson brigade now has 25 registered members.

Shire:

- Awaiting the release of the 2025/26 LGGS operational budget. this includes the years operational expenditure and the additional items that were requested for by the Brigades. The Shire has accepted DFES original offer of \$195,640 in operational expenditure, we have also applied for \$8,055 in additional "line 9 Item" to include
 - Amphibio Floating Suction Strainer (Cardiff)
 - X4 Sets of UHF Handheld radios (Harris 1.4, Worsley 1.4, Cardiff LT and Allanson LT)
 - Fast Fill trailer with pumps hoses etc (Collie Preston)
 - End of FY expenditure completed.
 - New CEO now in place, Phil Anastasakis.
 - New Director now in place, Alex Wiese.
 - CESM undertaking extended leave in September for personal reasons.

Training:

- DFES southwest region training calendar has been released please ensure members are aware if they wish to attend any courses apply via eAcademy, happy to assist in this process.
- On/Off Road driver training, have received quotes back however very pricey, looking at another company now that may be a cheaper option.
- Pre-Season training schedule will be developed, looking at Sept/October. Will try to get around to every brigade to run a desk top exercise using the bushfire model kit.
- Any other training needed or wanted please let me know, if we can enough members interested, we may be able to conduct in town.
- Encourage everyone to jump onto other brigade training days

Mitigation:

- Current MAF application has been includes 7 prescribed burns. With one being completed if we do get any ideal burning windows, we would like to achieve more to alleviate the pressure in spring, these PB need to be completed by the end of the year to be in line with the MAF grant acquittal process.
- High number of grass tree ignitions occurring again, as with previous years, will try to target grass trees around the town boundaries/in proximity to assets. This can be carried out by brigades at any stage.
- Large amount of green waste piles mitigated on behalf of the Shire. (continuing)
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- Working with South 32 Emergency Response Team (ERT) to identify locations for ERT live fire training and for the brigades to work in with ERT member training.



BFB Membership and Fire Activity Summary

- There are currently 131 registered members within the Shire's Bush Fire Brigades (BFBs), with numbers remaining steady.
- 89 fires have been recorded within the Shire for the financial year to date, a decrease from 125 fires in the previous financial year.

Requests for External Support

The Shire placed five requests for support from outside its boundaries:

1. Boys Home Road
2. Salvation Road
3. McAlinden Road
4. Collie Preston Road
5. Buckingham

Significant Fires and Deployments

Crews were also deployed to assist with several significant incidents:

1. Shire of West Arthur / Wagin Fire
2. DBCA Hoffman Fire
3. Shire of Capel
4. Bunbury Prison / Airport Area Fire

Fuel reduction

Concerns about another winter with lower-than-average rainfall are placing additional stress on bushland. We've already observed an increase in fire behaviour compared to previous years. This trend underscores the critical importance of teamwork and adhering to L.A.C.E.S. on the fireground to ensure safety. As fire seasons continue to intensify, please remain vigilant and look out for one another.

The Department of Biodiversity, Conservation and Attractions (DBCA) had planned to carry out up to 25,000 hectares of prescribed burning across multiple blocks in the Wellington District. However, due to delays related to cultural heritage permits and unfavourable weather conditions, only 9,000 hectares were completed.

While efforts will resume when conditions improve, the program is significantly behind schedule. This shortfall is expected to have a knock-on effect in the coming years, with increased fuel loads in some areas compared to previous seasons.

General Business

There is a noticeable increase in homelessness and the number of individuals living in bushland and on Shire-managed reserves. This presents significant challenges for the Shire, particularly when undertaking mitigation treatments or responding to fire incidents. The presence of people in these areas complicates operational planning, increases safety risks, and adds complexity to the management of these reserves.

It is encouraging to see continued strong collaboration among all brigades within the Shire. Despite several leadership changes in recent years, this transition has not hindered operations. In fact, it has had a positive impact, with brigades working exceptionally well together both on the fireground and during inter-brigade training exercises. This spirit of cooperation is a valuable asset and is expected to grow even stronger in the years ahead.

As I complete my first year in the role of Collie Fire Chief, I want to extend my sincere thanks to each and every one of you. It has been a steep learning curve, and I could not have managed the responsibilities behind the scenes without your unwavering support and dedication.

While I would love to be on the fireground alongside you more often, work and family commitments sometimes make that difficult. Please know that even when I'm not physically present, I am doing everything I can to support you — whether through securing additional resources, equipment, or providing backup in other ways.

A special thank you to Kohdy, who is always there to support me or step up and lead when I'm unavailable. Your reliability and leadership are deeply appreciated

CHIEF'S Award

"Lastly, I'd like to take a moment to present the Chief's Award for the 2024/2025 fire season.

This year, the award once again goes to a dedicated member of the Allanson Brigade. Since joining the brigade, this person has gone above and beyond in both social and operational roles. She's been instrumental in planning and leading brigade and inter-brigade training sessions, helping to build skills and strengthen teamwork across the board.

But the contributions don't stop there. This person has also taken the lead in organizing social and family events around the station. Many of you will remember the incredible Christmas party she put together for the kids—it was a standout moment throughout the year. By now I'm sure you know who I am talking about.

Heather is always one of the first to put her hand up when help is needed. She's proven herself time and again with her work either on the fireground, or her work in first aid, incident control vehicles, and as a DFES trainer has made her an invaluable part of our team.

Heather, thank you for your dedication, your leadership, and your unwavering commitment to the brigade. Congratulations on being this year's well-deserved recipient of this year's Chief's Award."

Darren Robinson

Chief Bush Fire Control Officer

Shire of Collie



"The community you rush to assist in a crisis, care not the colour of uniform you wear"

COLLIEBURN CARDIFF BFB ANNUAL GENERAL MEETING

SATURDAY 28TH JUNE 2025

MINUTES

1. OPENING OF THE MEETING:

11.00am by Captain Shannon Proudfoot.

2. ATTENDANCE:

Attendance sheet distributed all attending members to sign on, all apologies/proxies were announced.

Attendees: Andrew Cayzer, Trevor Shepherdson, Shannon Proudfoot, Neil Waywood, Judith Waywood, Garry Bishop, Isabella Bishop, Ben Hillbrick, Maddy Wilkinson, David Gibbs, Paul Dent, Shaun Cavallaro, Darren Robinsion, Kohdy Flynn.

Apologies: Kathy Miller, Greg Miller, Natalie Christinger, Ashley Rosemeyer, Coert Vogel, Terry Hunter.

3. CONFIRMATION OF THE PREVIOUS AGM MINUTES

That the minutes of the AGM held in 2024 be taken a true and correct record.

Moved: Shaun Cavallaro

Seconded: Trevor Shepherdson

3.1 Business Arising from the Previous Minutes:
Nill.

4. OFFICERS REPORT

4.1 Captains Report – Shannon Proudfoot:
Report as attached.

4.2 Treasurers Report – Andrew Cayzer:
Report as attached.

4.3 FCO Report – Neil Waywood:
Neil thanked everyone for their efforts over the past season.

4.4 Chief BFCO Report – Darren Robinson:
Report as attached.

4.5 CESM Report – Kohdy Flynn:
Report as attached.

5. **ELECTION OF OFFICERS FOR THE 2025/26 SEASON**

All positions were declared vacant by the presiding member,

Captain – Shannon Proudfoot

Moved: Ben Hillbrick Seconded: Paul Dent Carried

Fire Control Officer – Neil Waywood

Moved: Ben Hillbrick Seconded: Paul Dent Carried

1st Lieutenant – Trevor Sheperdson

Moved: Shaun Cavallaro Seconded: Paul Dent Carried

2nd Lieutenant – Paul Dent

Moved: Trevor Shepherdson Seconded: Shaun Cavallaro Carried

Secretary/ Treasurer – Andrew Cayzer

Moved: Shannon Proudfoot Seconded: Ben Hillbrick Carried

Training Officer – Trevor Shepherdson

Nominations Received - Trevor Shepherdson 9 votes and Kathy Miller 3 votes

Moved: Shannon Proudfoot Seconded: Neil Waywook Carried

Equipment Officer – Paul Dent

Moved: Shannon Proudfoot Seconded: Trevor Shepherdson Carried

6. **GENERAL BUSINESS**

Trevor Shepherdson – Raised he would like to run a morning tea fundraising event and possibly other stalls with all proceeds going towards Cancer Council.

Kohdy Flynn – Presented outstanding long service medals, it was decided that the medals that had been applied for but not yet revied would remain confidential and organise a gathering once received to present these to the relevant members.

Andrew Cayzer – Discussed preferred changes to bank account term deposits so the invoice (once received) can be paid for the pump box on the appliance. This was agreed upon by the brigade.

Group discussion – Battery on handheld radio found to be faulty, Kohdy advised he would purchase a new one.

Pump slide on 4.4 to be completed at brigade cost, all agreed to obtain quote from SWFU and proceed, preferably prior to the season due to the appliance being out of service for it to be fitted.

Cover to be quoted and installed over the backup generator.

New fridge to replace current unserviceable fridge in kitchen, current fridge was new with building but for some reason won't maintain temperature, Kohdy advised he will purchase a new fridge for the brigade.

Brigade to order x4 vertex handheld radios via grant money.

7. MEETING CLOSURE

The meeting was closed at 12.35 by the presiding member.

Collieburn-Cardiff BFB Captain Report

2024/2025

Over the past 12 months, the Collieburn Cardiff Bushfire Brigade has continued to uphold its commitment to protecting our local community and surrounding areas through fire suppression, hazard reduction, community engagement and training. The 2024/25 fire season presented both challenges and successes, and the dedication of our volunteers has once again been excellent both locally and on deployments out of shire. I am very proud of how our team has shown up when needed and called upon.

We have had some great success in gaining grants this year thanks to the hardwork of Andrew which has given us the ability to have some lovely meals together and having the ability to purchase the bore pump for the station along with other bits and bobs along the way to assist us to be the best we can be when we turn out in the appliances, we are very lucky to have such a dedicated person keeping the money coming in to make these things possible.

I am not going to babble on and thank our fearless fireys individually, these legends know who they are, we all know who they are and we would be here all day if I go too deep into the thank yous, but please know how grateful I am to be part of such a great team of firefighters, your efforts are what keeps our trucks rolling into jobs. Congratulations on a successful season and hopefully many more to come.

Now let's recharge, train, build skills and do it all over again for the 2025/2026 season.

Shannon Proudfoot

AGM

It's with pleasure I present the 2024/2025 financial report for the brigade

I would like to thank Gary for the hand over last year and being available for any follow up I needed I would also like thank Shannon for her support and not putting me under too much secretary pressure.

We had a very successful grant year having applied for 4 grants and getting 3

The first was for \$1650 for the community fire prevention day unfortunately it wasn't very successful not because of us but too much being on the same day but we did follow all the guidelines so we're able to keep the left over money

The second was for the bore pump \$ 2577.60 it's in and wired up and thanks to Khody for paying for the electrical wiring all the paper work has been done all that is required is for premier coal to come and have their picture day

And 3rd grant was the volunteer day for \$1650 again all paper work is completed we used that money for the dinner at Crown Hotel and the extra money is paying for today's lunch.

So the financials are

We started the year 14/7/24

with \$18000 in term deposit with Bendigo bank

\$6782.96 in the operating account with the Bendigo bank

And \$332.35 in petty cash from shire account

Giving us a starting total of \$25115.31

Plus income \$8455.26

From interest \$1527.66

Grants \$5877.60

Fire burns \$1050

Grand total of \$33570.57

And have finished with \$18000 in the term deposit

and \$ 5339.38 in the operating account

And \$ 11.15 in petty cash from shire

And \$62.41 on the card account

Giving us a total of \$23412.94

Total expenses \$9898.84

Total \$33311.78

Gives us a loss \$258.79 cents

But we had the Christmas dinner The volunteer dinner

The community fire prevention day We installed the bore pump

We paid Preston brigade the \$1700

We topped up the drink fridge on many occasions \$453.00 in drinks and cash

We purchased a lot of cleaning gear and office supplies at the start of the year to give the shed a really good clean and supply the trucks with stationary needed

GARY - TREV.



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A special thank you to Kohdy, who is always there to support me or step up and lead when I'm unavailable. Your reliability and leadership are deeply appreciated

2025 BRIGADE AGM - CESM REPORT

General:

- Thanks to everyone for their efforts over the season no matter what your roles or how active you were by just getting in and doing what is required it is greatly appreciated the time and commitment that you all spend away from your loved ones.
- Within the Shire there have been 88 fires reported for the FY from all agencies have attended to in some way shape or form. This is down from over 120 last FY
- Thanks to those who put their hands up to be deployed and assist neighbouring Shires, deployments constated of West Arthur, Capel, Harvey and Bunbury.
- As a brigade Cardiff have attended to 38 incidences, the breakdown of these jobs is also attached.
- Thanks to the brigade for continuing to complete your FIRS reports.
- All appliance servicing has been completed, Reminder to all to try and keep the appliance in a respectable clean and tidy manner, I don't expect the trucks to be cleaned after each turn out but as a minimum rubbish, mud/dust and foot wells swept out.
- Use of the Fire Mapper App, please download, the QR codes are at your brigades.
- After an annual review with inactive members removed, the Cardiff brigade now has 21 registered members.
- Aboriginal Cultural Heritage (ACH) awareness.

Shire:

- Awaiting the release of the 2025/26 LGGS operational budget. this includes the years operational expenditure and the additional items that were requested for by the Brigades. The Shire has accepted DFES original offer of \$195,640 in operational expenditure, we have also applied for \$8,055 in additional "line 9 Item" to include
 - Amphibio Floating Suction Strainer (Cardiff)
 - X4 Sets of UHF Handheld radios (Harris 1.4, Worsley 1.4, Cardiff LT and Allanson LT)
 - Fast Fill trailer with pumps hoses etc (Collie Preston)
 - End of FY expenditure completed.
 - New CEO now in place, Phil Anastasakis.
 - New Director now in place, Alex Wiese.
 - CESM undertaking extended leave in September for personal reasons.

Training:

- DFES southwest region training calenda has been released please ensure members are aware if they wish to attend any courses apply via eAcademy, happy to assist in this process.
- On/Off Road driver training, have received quotes back however very pricey, looking at another company now that may be a cheaper option.
- Pre-Season training schedule will be developed, looking at Sept/October. Will try to get around to every brigade to runs a desk top exercise using the bushfire model kit.
- Chainsaw Training trying to secure grant funding to provide training before rolling out the saw onto the appliances.
- Any other training needed or wanted please let me know, if we can enough members interested, we may be able conduct in town.
- Encourage everyone to jump onto other brigade training days

Mitigation:

- Current MAF application has been includes 7 prescribed burns. With one being completed if we do get any ideal burning windows, we would like to achieve more to elevate the pressure in spring, these PB need to be completed by the end of the year to be in line with the MAF grant acquittal process.
- High number of grass tree ignitions occurring again, as with previous years, will try to target grass trees around the town boundaries/in proximity to assets. This can be carried out by brigades at any stage.
- Large amount of green waste piles mitigated on behalf of the Shire. (continuing)
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- Working with South 32 Emergency Response Team (ERT) to identify locations for ERT live fire training and for the brigades to work in with ERT member training.

COLLIE – PRESTON BFB ANNUAL GENERAL MEETING

MINUTES

FRIDAY 18TH JULY 2025

1. OPENING OF THE MEETING

Meeting was opened by Captain, Declan Rochester at 18:40 HRS

2. ATTENDANCE

Welcome to all members, announce any apologies. Attendance sheet is being distributed please fill in your details.

Attendees: Declan Rochester, Maree Kellow, Brenton Ingram, Oliver Menezes, Colin Mackey, Ben Rose, Douglas Datson, Harry Winfeild, Peter Woodman, Toby Ramshaw.

Apologies: Darrin Robinson, Lincoln Worroll

3. CONFIRMATION OF THE PREVIOUS MEETING AGM MINUTES

That the minutes of the last Collie Preston annual meeting held in 2024 be taken as a true and correct record.

Moved: Maree Kellow

Seconded: Peter Woodman

- 3.1 Business arising from the previous minutes.
Nill.

4. OFFICER REPORTS

4.1 Captain/FCO Report: Declan Rochester

Would like to start off with thanking each and every person that is a part of this brigade. Not only the ones that are on the truck every time there available but the people that help out behind the scenes to make sure the station is in running order

We have participated in 4 burns this year, granted an LGGS grant for our fast fill trailer for the station, the shed extension still in progress and allocation of the new appliance is on going.

4.2 Treasurers Report: Maree Kellow

Marie spoke to the brigade accounts for the 2024/25 financial year.

Petty Cash account - \$295.95, Operational account - \$2,433.22, Fund raising account - \$11,577, Totaling \$14,306.17.

4.3 Chief Report: Darren Robinson

Darren was an apology for the meeting, the Chief report is as attached.

4.4 CESM Report: Kohdy Flynn

As attached.

5. ELECTION OF OFFICERS

All positions were declared vacant and open. Where only one nomination was received for a position, the position was carried. If more than one nomination was received a secret ballot was carried out.

Captain - Declan Rochester

Carried.

Fire Control Officer – Declan Rochester

Carried.

1st Lieutenant – Maree Kellow

Carried

2nd Lieutenant – Oliver Menzies

Carried

3rd Lieutenant – Brenton Ingram

Nomination received – Brenton Ingram 7 votes and Ben Rose 6 votes.

Carried.

Treasurer/Secretary – Douglas Datson

Carried

Equipment Officer – Colin Mackey

Carried

6. GENERAL BUSINESS

General open discussion,

- Monthly training to re start as there seems to be more interest, training to cover burn over drills, radio familiarisation, drafting, inter brigade training and prescribed burning, Fire Mapper QR code and information training on it, DFES training calendar now open, apply for course needed/ wanted, Members were encouraged to join pre-season and inter brigade training.

7. CLOSURE OF THE MEETING

The meeting was closed at 1945 hrs. by Declan Rochester.



BFB Membership and Fire Activity Summary

- There are currently 131 registered members within the Shire's Bush Fire Brigades (BFBs), with numbers remaining steady.
- 89 fires have been recorded within the Shire for the financial year to date, a decrease from 125 fires in the previous financial year.

Requests for External Support

The Shire placed five requests for support from outside its boundaries:

1. Boys Home Road
2. Salvation Road
3. McAlinden Road
4. Collie Preston Road
5. Buckingham

Significant Fires and Deployments

Crews were also deployed to assist with several significant incidents:

1. Shire of West Arthur / Wagin Fire
2. DBCA Hoffman Fire
3. Shire of Capel
4. Bunbury Prison / Airport Area Fire

Fuel reduction

Concerns about another winter with lower-than-average rainfall are placing additional stress on bushland. We've already observed an increase in fire behaviour compared to previous years. This trend underscores the critical importance of teamwork and adhering to L.A.C.E.S. on the fireground to ensure safety. As fire seasons continue to intensify, please remain vigilant and look out for one another.

The Department of Biodiversity, Conservation and Attractions (DBCA) had planned to carry out up to 25,000 hectares of prescribed burning across multiple blocks in the Wellington District. However, due to delays related to cultural heritage permits and unfavourable weather conditions, only 9,000 hectares were completed.

While efforts will resume when conditions improve, the program is significantly behind schedule. This shortfall is expected to have a knock-on effect in the coming years, with increased fuel loads in some areas compared to previous seasons.

General Business

There is a noticeable increase in homelessness and the number of individuals living in bushland and on Shire-managed reserves. This presents significant challenges for the Shire, particularly when undertaking mitigation treatments or responding to fire incidents. The presence of people in these areas complicates operational planning, increases safety risks, and adds complexity to the management of these reserves.

It is encouraging to see continued strong collaboration among all brigades within the Shire. Despite several leadership changes in recent years, this transition has not hindered operations. In fact, it has had a positive impact, with brigades working exceptionally well together both on the fireground and during inter-brigade training exercises. This spirit of cooperation is a valuable asset and is expected to grow even stronger in the years ahead.

As I complete my first year in the role of Collie Fire Chief, I want to extend my sincere thanks to each and every one of you. It has been a steep learning curve, and I could not have managed the responsibilities behind the scenes without your unwavering support and dedication.

While I would love to be on the fireground alongside you more often, work and family commitments sometimes make that difficult. Please know that even when I'm not physically present, I am doing everything I can to support you — whether through securing additional resources, equipment, or providing backup in other ways.

A special thank you to Kohdy, who is always there to support me or step up and lead when I'm unavailable. Your reliability and leadership are deeply appreciated

2025 BRIGADE AGM - CESM REPORT

General:

- Thanks to everyone for their efforts over the season no matter what your roles or how active you were by just getting in and doing what is required it is greatly appreciated the time and commitment that you all spend away from your loved ones.
- Within the Shire there have been 88 fires reported for the FY from all agencies have attended to in some way shape or form. This is down from 120 last FY
- Thanks to those who put their hands up to be deployed and assist neighbouring Shires, deployments constated of West Arthur, Capel, Harvey and Bunbury.
- As a brigade CP have attended to 35 incidences, the breakdown of these jobs is also attached.
- Thanks to the brigade for continuing to complete your FIRS reports.
- All appliance servicing has been completed, Reminder to all to try and keep the appliance in a respectable clean and tidy manner, I don't expect the trucks to be cleaned after each turn out but as a minimum rubbish, mud/dust and foot wells swept out.
- Use of the Fire Mapper App, please download, the QR codes are at your brigades.
- After an annual review with inactive members removed, the C/P brigade now has 24 registered members.

Shire:

- Awaiting the release of the 2025/26 LGGS operational budget. this includes the years operational expenditure and the additional items that were requested for by the Brigades. The Shire has accepted DFES original offer of \$195,640 in operational expenditure, we have also applied for \$8,055 in additional "line 9 Item" to include
 - Amphibio Floating Suction Strainer (Cardiff)
 - X4 Sets of UHF Handheld radios (Harris 1.4, Worsley 1.4, Cardiff LT and Allanson LT)
 - Fast Fill trailer with pumps hoses etc (Collie Preston)
 - End of FY expenditure completed.
 - New CEO now in place, Phil Anastasakis.
 - New Director now in place, Alex Wiese.
 - CESM undertaking extended leave in September for personal reasons.

Training:

- DFES southwest region training calendar has been released please ensure members are aware if they wish to attend any courses apply via eAcademy, happy to assist in this process.
- On/Off Road driver training, have received quotes back however very pricey, looking at another company now that may be a cheaper option.
- Pre-Season training schedule will be developed, looking at Sept/October. Will try to get around to every brigade to run a desk top exercise using the bushfire model kit.
- Any other training needed or wanted please let me know, if we can enough members interested, we may be able to conduct in town.
- Encourage everyone to jump onto other brigade training days

Mitigation:

- Current MAF application has been includes 7 prescribed burns. With one being completed if we do get any ideal burning windows, we would like to achieve more to alleviate the pressure in spring, these PB need to be completed by the end of the year to be in line with the MAF grant acquittal process.
- High number of grass tree ignitions occurring again, as with previous years, will try to target grass trees around the town boundaries/in proximity to assets. This can be carried out by brigades at any stage.
- Large amount of green waste piles mitigated on behalf of the Shire. (continuing)
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- Working with South 32 Emergency Response Team (ERT) to identify locations for ERT live fire training and for the brigades to work in with ERT member training.



Harris River Volunteer Bush Fire Brigade

Annual General Meeting Minutes - 2025

Date:	Friday 18 th July 2025
Time:	18:30
Place:	Harris River Volunteer Bush Fire Brigade Station
Attendees:	Michael Hart, , Jeff Riley, Archie Boyle, Benjamin Hart, Jason Miles, , Alex Price, Bianca Le-Patourel , Kohdy Flynn, Craig Martin
Guests:	
Apologies:	Robert Head ,Adam Becker, Bill Forrest,Brett King, Rhonda hart, Shaun hart
Chair:	Michael Hart
Secretary:	Michael Hart

Item	Description
1.	Commenced Meeting at:
2.	New Starters •
3.	Acceptance of minutes of previous Annual General Meeting: Proposed resolution: That the minutes of the 2024 Annual General Meeting be accepted. Moved: Jeff Riley Seconded: Jason Miles
4.	Review of actions from previous Annual General Meeting: The following actions still need to be carried out: • Micheal Hart & Jason Miles to try and source Level 2 PPE for the Speedway. • Michael Hart to get quotes to purchase the bore pump. • Michael Hart to purchase a new toolbox and get it mounted on the unit to store the new chainsaw, batteries & PPE when we receive it. • Michael Hart to organise a get together/BBQ to re-burn the top of the block and burn the corner near the shed. We will also do a refresher of the Unit before the season starts. New Actions: • #1 have 1 and more coming • ,#2have pump, • #3waiting for chainsaw course • #4due to late weather did not get it done and will try this seasons • Set date to dig trench for water pipe form bore to tank.



Harris River Volunteer Bush Fire Brigade

5.	Michael Hart declared all positions open & received nominations: Fire Control Officer • Nominated: Michael Hart • Elected: Michael Hart • Moved: Jason miles • Second: Alex price Captain • Nominated: Archie Boyle • Elected: Archie Boyle • Moved: Jason miles • Second: Jeff Riley 1st Lieutenant • Nominated: Alex price • Elected: Alex price • Moved: Archie Boyle • Second: Jeff Riley 2nd Lieutenant • Nominated: Craig Martin • Elected: Craig martin • Moved: michael hart • Second: Jeff Riley Secretary • Nominated: rob head • Elected: rob head • Moved: Archie Boyle • Second: Craig Martin Treasurer • Nominated: rob head • Elected: rob head • Moved: Archie Boyle • Second: Craig martin Training Officer • Nominated: Archie Boyle • Elected: Archie Boyle • Moved: Michael Hart • Second: Jason miles Equipment Officer • Nominated: Michael Hart • Elected: Michael Hart • Moved: Alex price • Second: Archie Boyle
6.	Acceptance of Financial Report. Proposed resolution: That the financial statements tabled at the Annual General Meeting be accepted (Financial Report attached as separate report). I, Robert Head, the treasurer, hereby move that the 2024-25 financial report for the Harris River Volunteer Bush Fire Brigade be adopted as a true and accurate record of its financial status for the 2024-25 financial year. Moved: ben hart Seconded: Jeff Riley
7.	Michael Hart – Alex to follow up on speedway for 2025/2026 seasons
8.	Michael Hart – will inquiry about digger to dig new trenches



Harris River Volunteer Bush Fire Brigade

9.	Kodhy ; read out brigade annual report
10.	Kodhy : handed out 25 year service medal to Michael Hart
11.	michael hart: we did 3 private burns and fish them off.
12.	michael hart, would like to wish Archie all the best in his new role as captain and will help him through this season.
13.	Michael hart,we had 26 call out last season starting form 12/07/2024 through to 07/06/2025 to finish the season. We had 8 off our members turn out to fires and private burns through the seasons.
14.	Archie Boyle. Would like to thank Michael for the captains role thru the years.
15.	
16.	
17.	
18.	
19.	
20.	
21.	
22.	
23.	
24.	
25.	
26.	Meeting close: 1905hrs

Harris River Bushfire Brigade Financial Report - FY 2024/2025

Harris River Bushfire Brigade Savings Account - Bendigo Bank - BSB: 633-000 Account: 163273139				
Date	Transaction	Withdrawals	Deposits	Balance
1/07/2024	Opening Balance			\$6,477.42
1/07/2024	Deposit Interest Paid		\$0.05	\$6,477.47
1/08/2024	Deposit Interest Paid		\$0.05	\$6,477.52
7/08/2024	Deposit - E-Banking Transfer from Petty Cash Statement account: 195096169 Shire Of Collie Payment for Private Burn		\$455.00	\$6,932.52
7/08/2024	E-Banking TFR - Transfer of Money for Archie Boyles Blue Shirt & Embroidery (Petes Menswear Collie) to Petty Cash Statement account: 195096169	\$64.79		\$6,867.73
8/08/2024	E-Banking TFR - Transfer of money for Woolworths receipt from 17/07/2024 (not claimable) to Petty Cash Statement account: 195096169	\$6.44		\$6,861.29
1/09/2024	Deposit Interest Paid		\$0.06	\$6,861.35
1/10/2024	Deposit Interest Paid		\$0.06	\$6,861.41
1/11/2024	Deposit Interest Paid		\$0.06	\$6,861.47
16/11/2024	E-Banking TFR - Transfer of Money to Petty Cash Statement account: 195096169 Sizzles Deli \$29.65 & Chicken Treat \$29.36 (Not Claimable)	\$59.01		\$6,802.46
1/12/2024	Deposit Interest Paid		\$0.05	\$6,802.51
18/12/2024	Deposit Paid - Tree Surgeons of 0369415396 (Tree Surgeons WA)		\$800.00	\$7,602.51
23/12/2024	Bank Transfer to Collie Preston BFB (BSB: 633-000 ACC: 155781156) Tree Slashing Duty	\$400.00		\$7,202.51
24/12/2024	E-Banking TFR - Transfer of Money to Petty Cash Statement account: 195096169 Top up Petty Cash Accountm- Waiting on Shire Reimbursement	\$200.00		\$7,002.51
1/01/2025	Deposit Interest Paid		\$0.06	\$7,002.57
2/01/2025	Donation to Harris River BFB from Shane Sewell		\$300.00	\$7,302.57
1/02/2025	Deposit Interest Paid		\$0.07	\$7,302.64
1/03/2025	Deposit Interest Paid		\$0.05	\$7,302.69
1/04/2025	Deposit Interest Paid		\$0.01	\$7,302.70
30/06/2025	Closing Balance			\$7,302.70

Harris River Bushfire Brigade Petty Cash Account - Bendigo Bank - BSB: 633-000 Account: 195096169				
Date	Transaction	Withdrawals	Deposits	Balance
1/07/2024	Opening Balance			\$314.04
17/07/2024	Forrest French Bread Shop Collie - Food Supplies For DFES Annual Training	\$21.60		\$292.44
19/07/2024	Woolworths Collie - Food Supplies For DFES Annual Training (\$6.44 to be reimbursed)	\$29.44		\$263.00
19/07/2024	Shire of Collie - Private Burn Payment	\$52.00	\$455.00	\$718.00
20/07/2024	Spry's Meat Market - Food Supplies For DFES Annual Training	\$52.00		\$666.00
30/07/2024	Petes Menswear Collie - Blue Shirt For Archie Boyle	\$49.72		\$616.28
30/07/2024	Petes Menswear Collie - Embroidery for Blue Shirt For Archie Boyle	\$15.07		\$601.21
1/08/2024	Deposit Interest Paid		\$0.01	\$601.22
7/08/2024	E-Banking TFR - Transfer of Private Burn Money to savings account: 163273139	\$455.00		\$146.22
7/08/2024	Deposit - E-Banking Transfer from savings account: 163273139 Blue Shirt & Embroidery for Archie Boyle		\$64.79	\$211.01
7/08/2024	Deposit - E-Banking Transfer from savings account: 163273139 Woolworths receipt from 17/07/2024 (not claimable)		\$6.44	\$217.45
23/08/2024	Direct Credit - Shire of Collie - Petty Cash Reimbursement		\$96.60	\$314.05
15/10/2024	Chicken Treat Collie (Not Claimable)	\$29.36		\$284.69
27/10/2024	Sizzles Deli Collie (Not Claimable)	\$29.65		\$255.04
3/11/2024	Woolworths Collie - Gatorade & Water for BFB	\$49.00		\$206.04
26/11/2024	Deposit - E-Banking Transfer from savings account: 163273139 Chicken Treat 15/10/2024 & Sizzles Deli 27/10/2024 (not claimable)		\$59.01	\$265.05
19/11/2024	Pak it Computers PTY Collie	\$175.00		\$90.05
22/12/2024	Collie Racing Drive Collie (Speedway)	\$16.00		\$74.05
22/12/2024	Woolworths Collie	\$54.50		\$19.55
24/12/2024	Deposit - E-Banking Transfer from savings account: 163273139 Top up Petty Cash account (Still waiting reimbursement from Collie Shire from November)		\$200.00	\$219.55
15/02/2025	Collie Racing Drive Collie (Speedway)	\$8.00		\$211.56
27/06/2025	Allanson Bushfire Brigade - Payment for Venn Street MAF Burn		675.00	\$886.56
27/06/2025	Deposit - Allanson Bushfire Brigade - Payment for Green Waste Burn at Gibbs Road		\$333.00	\$1,219.56
	Deposit - Shire of Collie 0420375556 - Petty Cash Reimbursement from November		\$224.00	
30/06/2025				
30/06/2025	Closing Balance			\$1,443.56

NOTES

- 1.) Bendigo Bank Signatories: Michael Hart, Robert Head, Jeff Riley
- 2.) Petty Cash Float Amount: \$314.05

DECLARATION

I, Robert Head, the treasurer, hereby move that the 2024-25 financial report for the Harris River Volunteer Bush Fire Brigade be adopted as a true and accurate record of its financial status for the 2024-25 financial year.

Secretary/Treasurer: Robert Head

Date 30.06.2025

Moved: Ben Hart
Second: Jeff Riley

2025 BRIGADE AGM - CESM REPORT

General:

- Thanks to everyone for their efforts over the season no matter what your roles or how active you were by just getting in and doing what is required it is greatly appreciated the time and commitment that you all spend away from your loved ones.
- Within the Shire there have been 88 fires reported for the FY from all agencies have attended to in some way shape or form. This is down from 120 last FY
- Thanks to those who put their hands up to be deployed and assist neighbouring Shires, deployments constated of West Arthur, Capel, Harvey and Bunbury.
- As a brigade HR have attended to 32 incidences, the breakdown of these jobs is also attached.
- Thanks to the brigade for continuing to complete your FIRS reports.
- All appliance servicing has been completed, Reminder to all to try and keep the appliance in a respectable clean and tidy manner, I don't expect the trucks to be cleaned after each turn out but as a minimum rubbish, mud/dust and foot wells swept out.
- Use of the Fire Mapper App, please download, the QR codes are at your brigades.
- After an annual review with inactive members removed, the HR brigade now has 21 registered members.

Shire:

- Awaiting the release of the 2025/26 LGGS operational budget. this includes the years operational expenditure and the additional items that were requested for by the Brigades. The Shire has accepted DFES original offer of \$195,640 in operational expenditure, we have also applied for \$8,055 in additional "line 9 Item" to include
 - Amphibio Floating Suction Strainer (Cardiff)
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 - New CEO now in place, Phil Anastasakis.
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 - CESM undertaking extended leave in September for personal reasons.

Training:

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- Any other training needed or wanted please let me know, if we can enough members interested, we may be able to conduct in town.
- Encourage everyone to jump onto other brigade training days

Mitigation:

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- Large amount of green waste piles mitigated on behalf of the Shire. (continuing)
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- Working with South 32 Emergency Response Team (ERT) to identify locations for ERT live fire training and for the brigades to work in with ERT member training.

Worsley BFB
ANNUAL GENERAL MEETING

AGENDA

Friday 4th, July 2025

1. OPENING OF THE MEETING @18.22 HRS, By Steven Melvin

2. ATTENDANCE

Attendees Welcomed

Apologies Viv Marshall, Graeme & Chris Genev. Ken Muhleisen

Darren Robinson CBFCO

Attendance sheet attached

3. CONFIRMATION OF THE PREVIOUS MEETING AGM MINUTES

Moved: Noel Clare

Seconded: Rob Rosconi

3.1 Business arising from the previous minutes

Nil arising.

4. OFFICER REPORTS

4.1 Captains Report - Steven Melvin attached

4.2 Treasurers Report – Steven Melvin Attached

4.3 FCO Report – Absent

4.4 Chief Report – Kohdy Flynn provided CBFCO report on behalf of Darren Robinson

4.5 CESM Report – Kohdy Flynn provided CESM report

4.6 Preparedness Facilitators Report - Alison Melvin provided report. Alison and Viv Marshal to take on Tania Roberts Fire Tree communication list.

5. ELECTION OF OFFICERS

All positions are to be declared vacant, any nominations received to be read out, if more than one nomination is received for any position a secret ballot shall take place.

Captain

Nomination/s: Steven Melvin

Successful Position: Steven Melvin

Moved: Marg Robinson Seconded: Noel Clare Carried:

Fire Control Officer:

Nomination/s: Graeme Genev (Nomination acceptance confirmed before meeting)

Successful Position: Graeme Genev

Moved: Steven Melvin

Seconded: John Mataboni

Carried:

1st Lieutenant

Nomination/s: John Mattaboni

Successful Position: John Mattaboni

Moved: Steven Melvin

Seconded: Rob Rosconi

Carried:

2nd Lieutenant

Nomination/s. No nominations received

Secretary

Nomination/s: Marg Robinson,

Successful Position: Secretary Marg Robinson,

Moved:

Alison Melvin

Seconded:

Noel Clare

Carried:

Treasurer

Nomination/s: Kelly Muhleisen

Successful Position: Kelly Muhleisen (To be confirmed)

Moved: Alison Melvin

Seconded: Noel Clare

Carried:

Training Officer

Nomination/s: Ben Syme (Nomination confirmed before AGM)

Successful Position: Ben Syme

Moved: Steven Melvin

Seconded: Marg Robinson

Carried:

Equipment Officer

Nomination/s: John Mattaboni and Rob Rosconi

Successful Position: John Mattaboni and Rob Rosconi

Moved: Marg Robinson

Seconded: Steven Melvin

Carried:

6. GENERAL BUSINESS

Kohdy provided information on the following topics

- Insurance cover for volunteers, with respect to cancer claims
- Mitigation Activity Fund – progress and planned activities

Bush Fire Service awards presented.

7. CLOSURE OF THE MEETING

The meeting was closed at 19.15pm hrs by Steven Melvin

Worsley Bush Fire Brigade

Finacial Statement - 30th June 2025

4601952S1 Savings

1-Jul-24 Opening Balance		\$10,163.13
16-Dec-24 Kitchen Supplies	-34.4	10128.73
16-Dec-24 End of year get together - supplies	-39.36	10089.37
7-Mar-25 SHARES PAID601952 (Merger)	10	10099.37
7-Mar-25 TFR FROM PRODUCT S1 MERGER		10099.37
4-Jun-25 TFR To *****52I30	-8000	2099.37
30-Jun-25 Closing Balance		\$2,099.37

4601952I30 Fixed Term

4-Jun-25 Initial Deposit. Due 4 Dec 25	8000	8000
30/06/2025 Cloaing balance		\$8,000

Worsley BFB 2025 AGM

Captains Report

The 2024/25 season has brought about quite a few changes for our brigade. Not the least was the arrival of new 1.4 and the departure of the LT. Thankfully the LT became a high season appliance in our own shire. I think it clocked up nearly as many KM after we handed it over as it had in its life at Worsley.

The introduction of the new appliance brought about some renewed interest and enthusiasm within the brigade. Everyone was keen to become familiar with the ins and outs of the new appliance. We enjoyed a number of Saturday mornings doing some training and taking the 1.4 bush to test its capability. Having been to a few fires now, and tested by the crew, I am confident to say the 1.4 is a very capable appliance. Added to that we have space for a fridge, with cold drinks and snacks, and no longer do you have to compete for space in the cab with your helmet etc.

The brigade has attended a number of fires this year. In total we had 16 calls. Nine we attended. With the number of calls, everyone has had a chance to head out on the 1.4. Even close to home were Dale and John had to take the unit out on its first real outing. Nothing like a baptism of fire.

As always, I thank everyone for their contribution to the brigade. I respect that others may not be as enthusiastic about going to a fire on the other side of town. But all the same appreciate the effort around the station, training or fellowship.

This coming year will bring some more changes to our brigade. Lawrie and Tania's departure from the community will leave a big hole in the community and the brigade. Their passion and enthusiasm for the community and the Worsley district will be missed. I thank them for their contribution to the brigade as a Lieutenant and Preparedness team leader.

Noel has advised this year that he will retire from active duty. Thank you to Noel for his support and service. I know that he will continue to play an important role looking after our welfare on training days and generally helping out where needed.

With Lawrie moving on and Noel stepping down, it leaves some holes in our organisational structure. I look forward to others stepping up and taking on new roles within our group.

Again, thanks for your support, friendship and commitment.

Regards

Steven Melvin

Captain



BFB Membership and Fire Activity Summary

- There are currently 131 registered members within the Shire's Bush Fire Brigades (BFBs), with numbers remaining steady.
- 89 fires have been recorded within the Shire for the financial year to date, a decrease from 125 fires in the previous financial year.

Requests for External Support

The Shire placed five requests for support from outside its boundaries:

1. Boys Home Road
2. Salvation Road
3. McAlinden Road
4. Collie Preston Road
5. Buckingham

Significant Fires and Deployments

Crews were also deployed to assist with several significant incidents:

1. Shire of West Arthur / Wagin Fire
2. DBCA Hoffman Fire
3. Shire of Capel
4. Bunbury Prison / Airport Area Fire

Fuel reduction

Concerns about another winter with lower-than-average rainfall are placing additional stress on bushland. We've already observed an increase in fire behaviour compared to previous years. This trend underscores the critical importance of teamwork and adhering to L.A.C.E.S. on the fireground to ensure safety. As fire seasons continue to intensify, please remain vigilant and look out for one another.

The Department of Biodiversity, Conservation and Attractions (DBCA) had planned to carry out up to 25,000 hectares of prescribed burning across multiple blocks in the Wellington District. However, due to delays related to cultural heritage permits and unfavourable weather conditions, only 9,000 hectares were completed.

While efforts will resume when conditions improve, the program is significantly behind schedule. This shortfall is expected to have a knock-on effect in the coming years, with increased fuel loads in some areas compared to previous seasons.

General Business

There is a noticeable increase in homelessness and the number of individuals living in bushland and on Shire-managed reserves. This presents significant challenges for the Shire, particularly when undertaking mitigation treatments or responding to fire incidents. The presence of people in these areas complicates operational planning, increases safety risks, and adds complexity to the management of these reserves.

It is encouraging to see continued strong collaboration among all brigades within the Shire. Despite several leadership changes in recent years, this transition has not hindered operations. In fact, it has had a positive impact, with brigades working exceptionally well together both on the fireground and during inter-brigade training exercises. This spirit of cooperation is a valuable asset and is expected to grow even stronger in the years ahead.

As I complete my first year in the role of Collie Fire Chief, I want to extend my sincere thanks to each and every one of you. It has been a steep learning curve, and I could not have managed the responsibilities behind the scenes without your unwavering support and dedication.

While I would love to be on the fireground alongside you more often, work and family commitments sometimes make that difficult. Please know that even when I'm not physically present, I am doing everything I can to support you — whether through securing additional resources, equipment, or providing backup in other ways.

A special thank you to Kohdy, who is always there to support me or step up and lead when I'm unavailable. Your reliability and leadership are deeply appreciated

2025 BRIGADE AGM - CESM REPORT

General:

- Thanks to everyone for their efforts over the season no matter what your roles or how active you were by just getting in and doing what is required it is greatly appreciated the time and commitment that you all spend away from your loved ones.
- Within the Shire there have been 88 fires reported for the FY from all agencies have attended to in some way shape or form. This is down from 120 last FY
- Thanks to those who put their hands up to be deployed and assist neighbouring Shires, deployments constated of West Arthur, Capel, Harvey and Bunbury.
- As a brigade Worsley have attended to 16 incidences, the breakdown of these jobs is also attached.
- Thanks to the brigade for continuing to complete your FIRS reports.
- All appliance servicing has been completed, Reminder to all to try and keep the appliance in a respectable clean and tidy manner, I don't expect the trucks to be cleaned after each turn out but as a minimum rubbish, mud/dust and foot wells swept out.
- Use of the Fire Mapper App, please download, the QR codes are at your brigades.
- Aboriginal Cultural Heritage (ACH) awareness at job.
- After an annual review with inactive members removed, the Worsley brigade now has 18 registered members.

Shire:

- Awaiting the release of the 2025/26 LGGS operational budget. this includes the years operational expenditure and the additional items that were requested for by the Brigades. The Shire has accepted DFES original offer of \$195,640 in operational expenditure, we have also applied for \$8,055 in additional "line 9 Item" to include
 - Amphibio Floating Suction Strainer (Cardiff)
 - X4 Sets of UHF Handheld radios (Harris 1.4, Worsley 1.4, Cardiff LT and Allanson LT)
 - Fast Fill trailer with pumps hoses etc (Collie Preston)
 - End of FY expenditure completed.
 - New CEO now in place, Phil Anastasakis.
 - New Director now in place, Alex Wiese.
 - CESM undertaking extended leave in September for personal reasons.

Training:

- DFES southwest region training calendar has been released please ensure members are aware if they wish to attend any courses apply via eAcademy, happy to assist in this process.
- On/Off Road driver training, have received quotes back however very pricey, looking at another company now that may be a cheaper option.
- Pre-Season training schedule will be developed, looking at Sept/October. Will try to get around to every brigade to run a desk top exercise using the bushfire model kit.
- Trying to secure a grant for Chainsaw training before the saws are rolled out.
- Any other training needed or wanted please let me know, if we can enough members interested, we may be able to conduct in town.
- Encourage everyone to jump onto other brigade training days

Mitigation:

- Current MAF application has been includes 7 prescribed burns. With one being completed if we do get any ideal burning windows, we would like to achieve more to alleviate the pressure in spring, these PB need to be completed by the end of the year to be in line with the MAF grant acquittal process.
- High number of grass tree ignitions occurring again, as with previous years, will try to target grass trees around the town boundaries/in proximity to assets. This can be carried out by brigades at any stage.
- Large amount of green waste piles mitigated on behalf of the Shire. (continuing)
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- Working with South 32 Emergency Response Team (ERT) to identify locations for ERT live fire training and for the brigades to work in with ERT member training.



SHIRE OF COLLIE BFAC 4th September 2025

CESM REPORT

Incidents of Note:

As of 2nd September there has been 10 bushfires reported for the FY within the Shire and 2 car fires. Nothing else of significance to report on.

Mitigation

- Current MAF application has been progressing well, approx. 80% complete with 6 prescribed burns outstanding. Once conditions allow looking to target priority burns first. The outstanding burns that are not complete by December will be rolled over into the next MAF application.
- High number of grass tree ignitions occurring again, as with previous years, will try to target grass trees around the town boundaries/in proximity to assets. This can be carried out by brigades at any stage, thanks to those who have been out targeting those area.
- Green waste piles at the transfer station due to commence shortly (prior to the restricted period) working with Shire officers to organise this.
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- Working with South 32 Emergency Response Team (ERT) to identify locations for ERT live fire training and for the brigades to work in with ERT member training.
- If brigades identify any burns or any requests for burns on private properties are received, happy to assist in these requests.

General Business:

- LGGS- 2025/26 operational budget has now been released **\$195,640** in operating expenditure has been approved.
\$6,477 In additional "line 9 Item" expenditure has also been approved to include:
 - Amphibio Floating Suction Strainer.
 - Fast Fill trailer with pump hoses etc (Collie Preston)**\$754,802 in capital grants have been included:**
 - Submersible Delivery Pump and associated fittings applied for via the LGGS (Worsley)
 - 1.4 Rural Tanker for Harris River BFB (In Principle)
 - Light Tanker for Allanson BFB.
- Collie Preston Shed extension is progressing slowly due to major delays with the builder, earthworks are due to commence 15th September with concrete being poured on 3rd October and the Shed being delivered on the 2nd October. While these works take place the CP 2.4 and shire of Collie LT will need to be housed in alternate locations.



- Currently 131 registered members across the brigades, membership has remained consistent. ACH registered sites within the Shire. Submitting online due diligence checks proving time consuming and challenging with planned prescribed burning areas, extending scheduled mitigation treatments out.

Training:

- Conducting a training needs analysis across the brigades to identify training shortfalls or gaps especially within the leadership roles, meeting will be held with all Captains, FCO, LT's and Training officers to progress training in an effort to support members being upskilled.
- DFES Southwest region training calendar is well underway, please ensure members are aware if they wish to attend any courses apply via eAcademy, happy to assist in this process.
- On/Off Road driver training, ongoing.
- Pre-Season training schedule will be developed, looking at October/November.
- First Aid booked in for the 1st November. (May need to change date due to SW leadership Forum)
- Any other training needed or wanted please let me know, if we can enough members interested, we may be able conduct in town.

Thanks to everyone and all brigade members for all the efforts, there hasn't been any circumstances where we haven't been able to sufficiently man our Appliances to turn out to a job.

I will be going on leave as of the 15th September for a minimum of three weeks but more than likely will be longer, although this is not an ideal time for me to take leave, due to family reasons this is out of my control. During this time, I will be mostly unavailable but will be aware of any jobs that do come in. I have full faith in the Chief, FCO's and all Brigade leaders to tackle anything that may arise, a reminder to reach out to the Southwest RDC and DFES managers if anything major is required.

Lastly, I want to thank and acknowledge everyone for getting the AGMs completed, it was great to see some new members stepping up and being elected to new roles within the brigades, I look forward to working with you all as we move into the new season ahead.



DFES Southwest BFAC report Collie

as of 04/09/2025

Seasonal Bushfire outlook

Despite large parts of the country more likely to receive wetter than normal conditions, there remain parts of the east and west where there remains a heightened risk of fire.

The Outlook for spring 2025 identifies a heightened risk of fire for the Dampier Peninsula, Derby Coast and the Central Kimberley, Little Sandy Desert, and south-eastern Pilbara in Western Australia, the south-eastern agricultural areas of the Murraylands in South Australia, and the south, southwest, central, and southwest Gippsland regions in Victoria.

The higher risk of fire in WA follows increased fuel growth following seasonal rains, coupled with the predicted warmer than normal temperatures and higher likelihood of below average rainfall through spring.

Towards the southeast of Australia, surface moisture hides deeper drying that has resulted from long term rainfall deficiencies that have built over the last 12-18 months. Some places have reported their lowest ever rainfall during this period. If spring rainfall doesn't eventuate, the conditions will rapidly switch to an increased risk of fire.

Training

16 Collie BFB members have been confirmed on DFES regional courses they have applied for. Four members have cancelled their own application or not been supported by the brigade to attend / LG to attend the training, 2 IRS cancellations, 1 First Aid and 1 assist with planned burning. Two applicants were declined for on road driver training due to regional prioritisation.

2025 course cancellations: 4

2025 courses completed: 16

Course	Month	Status	Total Students	Collie LG applications	Collie LG confirmed	Collie LG cancelled	Collie LG declined by DFES
Incident Controller L1	May	Cancelled	9	0			
Assist with Planned Burning	May	Cancelled	2	1			
Remote Area Firefighting	March	Completed	12	0			
Provide First Aid	March	Completed	9	1		1	
Assist with Planned Burning	April	Completed	9	1		1	
Structural Firefighting	May	Completed	9	1	1		
On Road Driving	May	Completed	11	1	1		
Workplace Trainer Assessor	May	Completed	14	0			
ALIMS 2017	May	Completed	19	2	2		
Fire Control Officer	May	Completed	6	4	4		
Pump Operations	June	Completed	10	0			
Advanced Bush Firefighting	June	Completed	16	2	2		
Crew Leader	June	Completed	15	2	2		
On Road Driving	June	Completed	5	1			1
Off Road Driving	June	Completed	6	0			
Incident Reporting Systems	June	Completed	10	2		2	
Bushfire Safety Awareness	July	Completed	10	0			
Firefighting Skills	July	Completed	15	0			
Emergency Driving	August	Completed	6	0			
Sector Commander	August	Completed	9	1	1		
Provide First Aid	August	Planned	12	0			
WAERN Basic and Advanced	August	Planned	15	1	1		
Plantation Firefighting	August	Planned	8	0			
Structural Firefighting	August	Planned	8	0			
On Road Driving	August	Planned	8	1			1
Pump Operations	August	Planned	10	0			
Mental Health First Aid	August	Planned	17	1	1		
Machine Supervision	September	Planned	12	1	1		
Ground Controller	September	Planned	TBC	0			
Plantation Firefighting	September	Planned	TBC	1			
Off Road Driving	October	Planned	TBC	0			
Incident Controller L1	October	Planned	7 - TBC	0			
Provide First Aid	November	Planned	10 - TBC	0			

Aboriginal Cultural heritage (ACH)

DFES SW Superintendent is working with DPLH for points of contact within the Southwest region to aid in fire response queries in areas of ACH, once established the contacts will be advised.

High Season Fleet

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

Works for high season fleet within the Southwest has commenced, with the plan for an appliance to be placed at Collie Preston for the 25/26 season.

DFES Machinery contractors

A review with DFES procurement is currently underway with an attempt to add a few more local contractors onto the DFES procurement list for suitable equipped and experienced machinery / operators in fire suppression. For Collie area this would include TandR contracting and Cardinal's contractors

Pre-season Forum

DFES SW have commenced planning for a pre-season forum to be held at the sanctuary on the 1st of November, invites to be sent in due course.

BGU Management workshop

The SW Region has implemented a brigade management workshop on Saturday 20th September 0900 till 1600hrs at the Bunbury Lighthouse. RSVP with dietary requirements by Monday 25th August 2025 to vmso.southwest@dfes.wa.gov.au or 9780 1953

New Urban Area Officer

Jeremy Willis has been appointed as Area Officer Forrest. Jeremy will be managing the Brunswick, Collie, Harvey, Waroona and Pinjarra Volunteer Fire and Rescue Services. Jeremy comes with 30+ years of firefighting experience. He was an Area Officer in the Goldfields Midlands Region for 6 years and has more recently been working in the DFES State Operations Centre.

Ricky Southgate

Acting District Officer Wellington

Lot 719 South West Highway Bunbury WA 6230

M: 0439515494 / E: Ricky.Southgate@dfes.wa.gov.au



FOR A SAFER STATE

Afternoon Kohdy,

As discussed, I am unable to attend tonight and can't source a proxy.
I would like to extend my sincere apologies to the BFAC.

Attached is a copy of our report and stakeholder liaison maps for the Shire of Collie.

No need for the report to be spoken to, but we would appreciate if the following could be mentioned through the chair:

- The Wellington District looks forward to meeting any new elected members from tonight's session.
- We are grateful to yourself (Kohdy Flynn) for your continued assistance and collaboration in fire management, and we hope you enjoy your well-deserved long service leave.

Kind regards,

Afie Jazreen

Fire Operations Officer / Acting Roads Management Officer

Wellington District - Collie

Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions

M: 0437 806 867 | E: afie.jazreen@dbca.wa.gov.au

147 Wittenoom St, Collie - 6225

Collie Shire BFAC Meeting, 4th September 2025 Parks and Wildlife DBCA Wellington District Report

1. Burn Options Program 2025-26

Attached are

Wellington District 41 burns in the Burn Options Program (approx. 114,759 ha).
(NOTE. This includes five cells of the Large Scale Mosaic Wellington Northeast Burn- 46,770 ha).

Collie Shire has 22 burns in the Burn Options Program (Approx. 55,975 ha).

- WTN_011 Edward
- WTN_010 Darrell
- WTN_033 Worsley
- WTN_062 Bristol
- WTN_074 Western
- WTN_085 Wellington National Park
- WTN_101 Mungilup
- WTN_117 Arklow
- WTN_123 Windy Ridge
- WTN_130 Denham
- WTN_131 Ross (WTN NE Cell 1)
- WTN_132 Chalk (WTN NE Cell 2)
- WTN_134 Stockyard (WTN NE Cell 4)
- WTN_135 Morgan (WTN NE Cell 5)
- WTN_136 Bednall (WTN NE Cell 6)
- WTN_139 Fleays
- WTN_141 Gervasse
- WTN_142 Leach
- WTN_144 Shotts
- WTN_145 Westralia
- WTN_148 Fleays North
- WTN_151 Hadfield

Notifications to CBFCO/ Shire, private property owners & other stakeholders are currently being distributed.

2. Bushfires 2025-26

Nil fires.

3. District Staff Contacts/ Changes

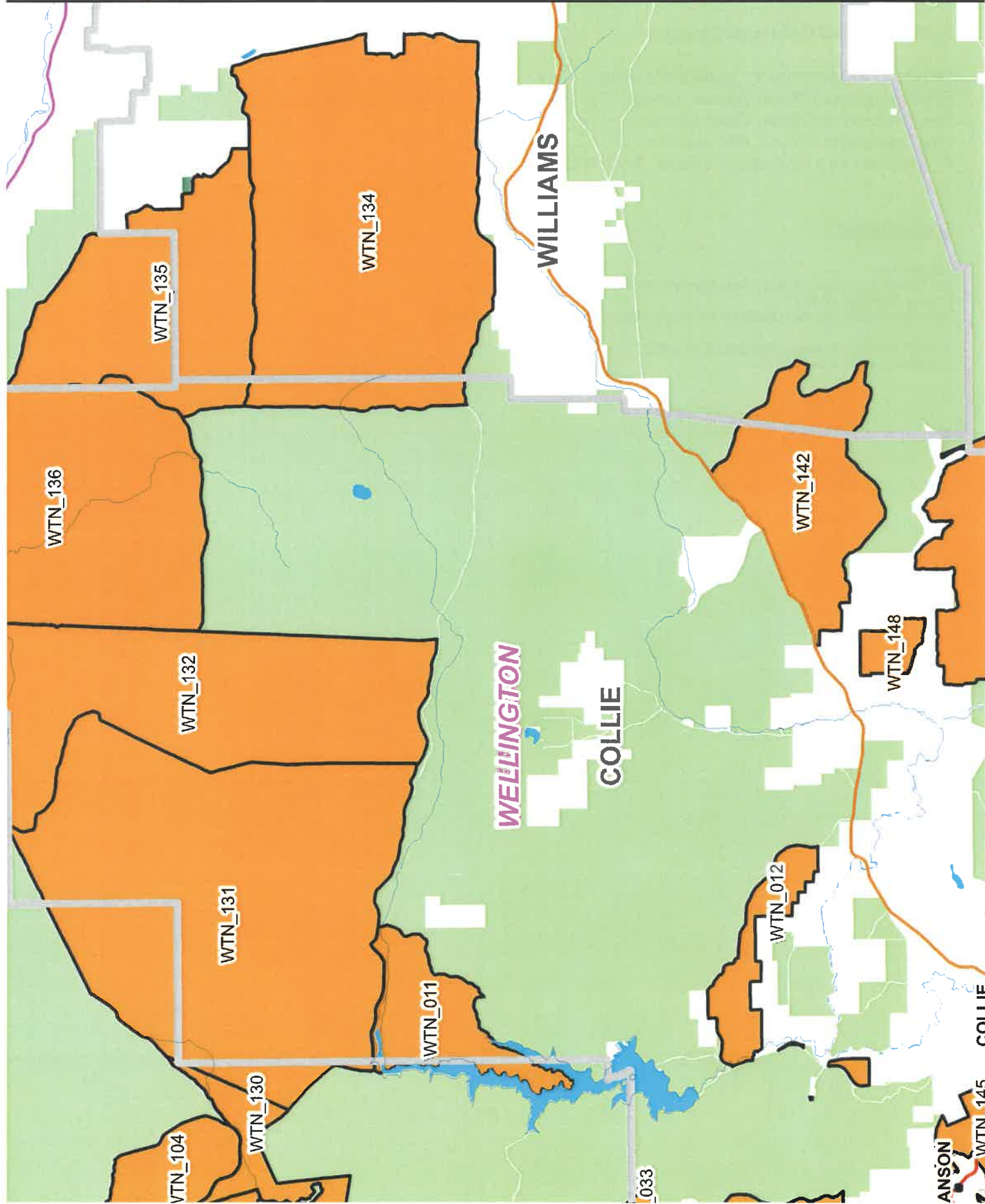
District Fire Coordinator: Jewell Crossberg
Fire Operations Officer: Darren Harvey
Fire Operations Officer: Garth Grimsley
Fire Operations Officer: Afie Jazreen
A/ Assistant Fire Operations Officer: Jayden Cull

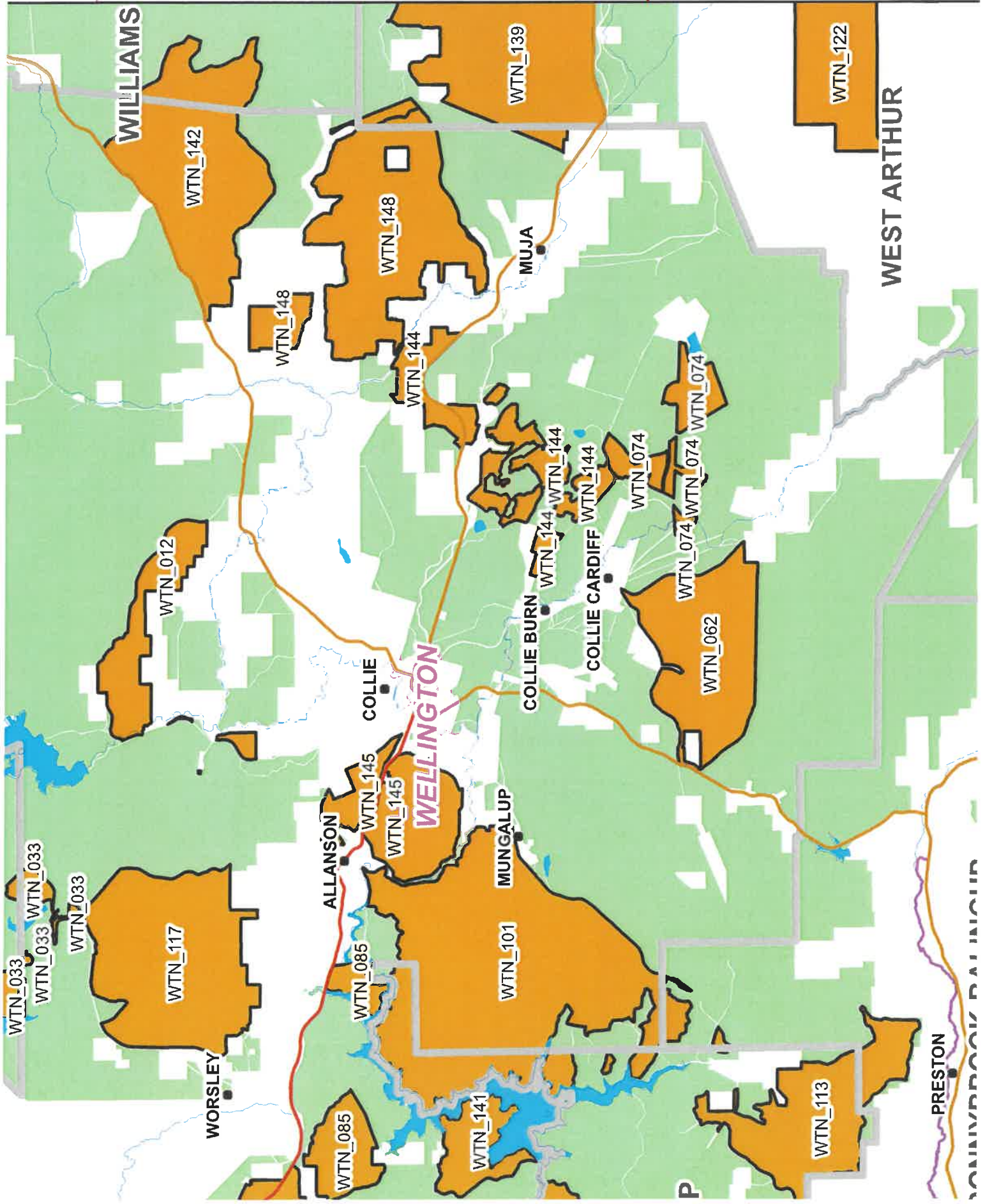
End of Report.

Afie Jazreen

Fire Operations Officer / Acting Roads Management Officer
Wellington District - Collie
Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions

M: 0437 806 867 | E: afie.jazreen@dbca.wa.gov.au
147 Wittenoom St, Collie - 6225





Legend

- WA Town: ●
- Roads (M): —
- Highway: —
- Hydrogra: —
- DBCA Dis: □
- Local Go: □
- WA Ocea: □
- Reservoir: □
- Lake: □
- 2025-26 f: □
- Interest Tr: □
- Managed: □

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Projection: Transvers





Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

**Attachment 7.1
CBFCO Report**

SHIRE OF COLLIE BUSH FIRE BRIGADE

Chief Bush Fire Control Officer — End of Season Report

2025/26 Season

1. Season Overview

The 2025/26 season was one of the busier in recent memory. As of June 2026, the Shire recorded 355 Incidence across all emergency services for the year.

Of those events, 164 were classified as bushfires, representing a significant increase on the previous season. A notable contributor to this rise was the increase in suspicious or deliberately lit fires, which placed considerable pressure on local brigades throughout the season. The commitment shown by volunteers in responding to that demand is acknowledged and appreciated.

Bushfire breakdown:

- 139 small fires (under 1ha)
 - 25 Large fires (over 1ha)
 - 36 Other fires (vehicle/rubbish)
 - 4 inter-agency deployments
-

2. Acknowledgement of Volunteers

The volume and severity of events this season — including numerous fires that reached Emergency Warning level both within the Shire and in surrounding areas — made it a demanding year for all involved.

Special recognition is extended to those who accepted deployment during the season, and to those who contributed time over the Christmas period. The assistance provided during the Boddington fires was well received, with positive reports returned from those who attended. That service is noted and appreciated.

3. AGM Schedule

Brigade	Date	Status
Harris River BFB	29 May 2026	Completed
Allanson BFB	25 June 2026	Completed
Worsley BFB	26 July 2026	Completed
Collie/Preston Road BFB	17 July 2026	Pending
Collie/Cardiff BFB	04 July 2026	Pending

4. Fleet

All appliances have completed end-of-season servicing with Southwest Fire Units. The Allanson 3.4 is to return following season close for minor additional repairs, there was a large amount of metal filings found in the Worsley 1.4 fuel filter, this is to be taken back in after a few kms to identify any new filings, No other major issues were identified through maintenance inspections.

5. Recruitment and Training

Initiatives were undertaken via the DFES Recruitment Campaign. Several new membership applications are currently being processed, with onboarding planned to progress through the off-season.

Winter training will prioritise both new and existing members. Grant applications have been submitted to fund external trainers visiting Collie for courses that are otherwise difficult to access through the DFES portal. No confirmed scheduling is in place at this time.

6. MAF Burning and PP burning

At the commencement of the 2025–26 fire season, several mitigation burns were conducted around the community where moisture content and weather conditions permitted. As the season ended, a combination of unfavourable weather, the absence of a CESM significantly limited burning activity. Completion of these outstanding burns will be a primary focus at the start of the next season, once weather conditions and ground moisture levels are suitable.

7. CESM Position

The position has been vacant for several months, and while recruitment and interviews have been conducted the absence has had a tangible effect on training, equipment management, and PPE procurement — all of which are impacting brigade operations.

Brigade leadership has managed operations as best as possible during this interim period. However, since the departure of the previous CESM, no contact has been received from the Shire — by phone, email, or otherwise. Brigades have effectively been left to self-manage, and this has had a measurable impact on member morale and the sense of organisational support across the volunteer workforce.

This matter is recorded as an identified communication breakdown between the Shire and the Chief position. It is noted not as a criticism, but for the Committee's awareness, with the expectation that effective communication and appropriate support between the Shire and the Chief position will be restored.

Darren Robinson

Chief Bush Fire Control Officer

Shire of Collie





Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

**Attachment 7.2
CESM Report**



SHIRE OF COLLIE BFAC 13th JULY 2026

CESM REPORT

Incidents of Note:

As at 24th June there has been 164 fires reported for the FY within the Shire across all agencies, (breakdown below) this number is significantly up on previous years.

Of significance that placed property/assets under direct threat requiring a multi-agency response including resources from outside the Shire.

- Preston Rd
- Salvation Rd/Boys Home Road Plantations
- McAlinden/Hart Rd

Deployments:

- Boddington Complex
- Shire of Murray
- Shire of Capel

Incident Type	2025/2026
Called Off - No Attendance	4
False Alarm - System Initiated	14
False Call - Good Intent	67
False Call - Malicious	2
Fire - Bushfire (lge)	25
Fire - Bushfire (sml)	139
Fire - Other/Rubbish/Vehicle	36
Fire - Structure	13
Hazardous Situation	3
Natural Hazard	23
Not Reported	3
Rescue & Medical	3
Road Crash & Rescue	20
Search	3
Total	355

I'd like to extend my sincere thanks to all volunteers who have contributed throughout the season, be it on the fireground or in a support capacity. I also wish to acknowledge those who have deployed or made themselves available for deployment outside of the Shire, often at short notice and for extended periods away from your personal lives.

Mitigation

The Shire has successfully secured funding under the next three-year round of the Mitigation Activity Fund Grant Program (MAFGP). The application, approved in December, comprises a total of 114 treatment activities with an overall funding allocation of \$698,279 distributed across the three-year period.

These activities include mechanical works, chemical spraying, access track maintenance, and prescribed burning. To date, no treatments have commenced or been completed, primarily due to delays associated with Department of Planning, Lands and Heritage (DPLH) Aboriginal Cultural Heritage (ACH) approvals, as well as extended internal Shire approval processes.

- Large amount of green waste piles at the Transfer Station mitigated on behalf of the Shire.
- Continuing to work with and support DFES, BRMO'S on mitigating UCL land, with some PB's completed.
- Mitigation works have commenced at the Collie BESS Site; this will continue but is dependent on seasonal conditions.
- Number of private property burn request received, due to delays in obtaining the required sign off's by the Shire, the ideal window to mitigate these properties on a falling hazard has now passed, this will be reviewed when the season allows.

General/Other Business:

- LGGS- 2026/27 operational budget has not yet officially been released however an original offer of **\$193,390ex** in operating funding was offered by DFES, this offer was below last year's allocation, the Shire has submitted a counteroffer of **\$196,000ex**.
\$9,435ex in additional "line 9 Item" expenditure has also been applied for to include:
 - Cordless Tool Pack – Allanson.
 - Backup Generator – Allanson.
 - Replacement Laptops – All Brigades.**\$40,190ex** in Capital expenditure was also applied for to include:
 - Replacement Firewater Tank - Collie Preston.
 - Concrete apron to new shed extension – Collie Preston.
 - Submersible tank pump and associated fittings – Cardiff.
- Appliance Servicing has been completed for the 2025/26 financial year, of note there was a significant amount of metal filings found in the fuel filter of the Worsley 1.4, this will need to be taken back in after some kms have been travelled to see if further investigation is needed, DFES fleet have been made aware of this issue. A high number of in cab-rebreathers and burn over blankets were found to be at their end-of-life date or deemed defective, these should have been identified with regular maintenance checks. The expired/defective items have all been replaced, no other major items were identified across the fleet.
- Worsley Submersible Pump Install was to be completed prior the end of the current FY, this is a capital project and will need to be acquitted, to my knowledge this has yet to be completed and will need to be followed up by the Shire as a priority (if not already complete)



- The Collie Preston Shed extension is 98% complete, all structural and electrical fit out has been completed, some minor flashings are yet to be fitted, the contractor who installed the shed was problematic to deal with which has significantly pro-longed the build, he is now uncontactable.
- Reminder to complete FIRS form for every job attended, this is something that is severely lacking across all brigades, it is imperative that each members attendance on the fire ground is captured correctly, all brigades need to streamline a process for these to be completed.
- Fire Mapper trial licence has now expired, access to this platform is now restricted and cannot be used, this leaves a significant gap for the coming season. Please continue to advocate for the use of this App through your brigades while we work on a solution to this.
- Brigade AGMs are being conducted/concluded, Minutes need to be submitted to the Shire for inclusion in the next BFAC meeting to enable all position to be endorsed by Council, any changes contact details or officer positions need to be submitted to DFES to be reflected correctly in RMS.
- DFES recruitment campaign has now finished, across the Shire 10 potential new members vested an interest in signing up with a Brigade, these members will be vetted and interviewed shortly to deem their suitability. In addition, 5 new members have also stepped up within the Harris River BFB.
- Replacement program for Collie Preston 2.4, Allanson LT, Cardiff LT and Harris River 1.4 all approved in principle via the DFES LGGS Fleet Replacement program, these will all be some time before they are commissioned.
- Currently 106 registered members across the brigades with a few new members to be added.

Training:

- DFES Southwest regional training is well underway, the current calendar is attached to this report. Application for any training can be made via eAcademy, please reach out if any assistance is needed in this process.
- On/Off Road driver training investigation is ongoing.
- Training for all new members will need to be scheduled prior to the onset of the season and preferably prior to any prescribed burning taking place, to enable new members exposure before attendance at an incident. Please canvas any new members to complete the required membership forms and online training modules.

Thanks to all brigade members for all the efforts over the season, there hasn't been any circumstances where we haven't been able to sufficiently man our Appliances to turn out to a job, with a heavy reliance within the Shire on volunteers your work and efforts does not go unnoticed by myself.

I'd also like to acknowledge the Wellington DBCA District for their continued support to the Brigades and myself over the season, both on ground fire crews and officers have been very accommodating in our requests for assistance specifically around machine support, this is imperative in any fire suppression operation, and it is greatly appreciated. I look forward to this strong relationship between DBCA, the Brigades and myself continuing.



My Parting Message:

As you all are now aware, as of April this year and after 11 years working within the Shire, including 9 years as Fire Control Officer, 7 years as Deputy Chief, and most recently 5 years as your CESM, I have now moved on to take up the role of DFES Area Officer Preston.

As I begin this new chapter, I would like to sincerely thank each of you for your dedication, support, and friendship over the past 11 years. It has been a privilege to work alongside such a committed group of volunteers. Together, we have shared many memorable experiences welcoming and mentoring new members, strengthening our brigades, and demonstrating what volunteering in a close-knit community is truly about. Along the way, we have also faced some incredibly challenging and heartbreaking incidents. Those experiences will stay with me for the rest of my life. This role has exposed me to some of the worst moments our communities can endure, much of which goes unseen by the public. At the same time, it has also shown me the very best of our community and the extraordinary commitment, compassion, and professionalism that volunteers display when people need them most.

Volunteering in an emergency services environment is demanding and, at times, dangerous. It is certainly not for everyone. Yet our communities continue to rely on you, the unpaid professionals to respond when needed and help keep them safe. The work you all do often goes unnoticed and is rarely acknowledged, despite the countless hours you dedicate, not only during emergency response but also through patrols, mop-up operations, ongoing training, maintenance, and the many other commitments required to keep your brigades operational.

The good news for some, perhaps not for others is that I haven't gone too far. I'll be remaining in the local community and in my new role, will continue to work closely with the brigades and attend to incidents as required. I look forward to seeing many of you out on the fireground and continuing to support you in a different capacity.

I am confident you will all extend the same support and professionalism to the newly appointed CESM when he commences the role. I wish him every success and know he will be well supported by an outstanding group of volunteers and DFES regional staff.

Once again, thank you for everything you have done, not only for me personally but more importantly, for your community.

Please stay safe, look after and support one another, and I look forward to working with you again in my new role.



South West Region 2026 Training Calendar

Current as at 10/06/2026 - This is a dynamic document, the training calendar and course information is subject to change.

Course applications close 2 weeks prior to the course start date. Please contact the Course Coordinator for questions relating to courses.

Course Name	Course Coordinator	Date	Time	Location
February				
Basic General Rescue	DO Natural Hazards	Sat 7th - Sun 8th Feb	8:00 - 17:00	Bunbury SES
Field Radio Operator	DO Natural Hazards	Sat 21st - Sun 22nd Feb	8:00 - 17:00	Bunbury SES
March				
Labour Day long weekend - 26th of Feb to 2nd of March				
Breathing Apparatus Refresher	DO Bunbury	Mon 9th March	18:30 - 21:00	Eaton-Australind VFRS
Provide First Aid	TSO	Sat 14th March	8:00 - 17:00	Bunbury SES
Breathing Apparatus Refresher	AO Forrest	Wed 18th March	18:30 - 21:00	Brunswick VFRS
Ladder and Single Anchor Roof Safety System	AO Forrest	Sat 21st March	8:00 - 15:00	Waroona VFES
Ladder and Dual Roof Safety System Upgrade (SES)	DO Natural Hazards	Sun 22nd March	8:00 - 17:00	Bunbury SES
Breathing Apparatus Refresher	AO Forrest	Mon 23rd March	17:30 - 21:00	Pinjarra VFRS
Breathing Apparatus Refresher	AO Forrest	Mon 30th March	18:30 - 21:00	Waroona VFES
Breathing Apparatus Refresher	DO Bunbury	Tues 31st March	18:30 - 21:00	Bunbury VFRS
April				
School Holidays - 3rd to 19th of April				
Easter - 3rd to 6th of April				
ANZAC Day long weekend - 25th to 27th of April				
Ladder and Single Anchor Roof Safety System	AO Forrest	Sat 4th April	8:00 - 15:00	Pinjarra VFRS
On Road Driving	DO Bunbury	Sat 11th - Sun 12th April	8:00 - 17:00	Bunbury VFRS
Assist with Planned Burning	BRMO - North	Sat 11th April	8:00 - 17:00	Waterloo BFB
Workplace Trainer Assessor	TSO	Fri 17th - Sun 19th April	8:00 - 17:00	Bunbury SES
Ladder and Single Anchor Roof Safety System	AO Forrest	Sat 18th April	8:00 - 15:00	Harvey VFRS
Incident Reporting Systems (IRS) - Essentials	VMSO	Sat 18th April	8:00 - 17:00	Harvey ESC
May				
Mother's Day - 10th of May				
WA Day long weekend - 30th of May to 1st of June				
South West SES Pre-Season Leadership Forum	DO Natural Hazards	Sat 2nd May	9:00 - 16:00	Harvey ESC
Ladder and Single Anchor Roof Safety System	AO Forrest	Sat 2nd May	8:00 - 15:00	Brunswick Junction VFRS
Community Engagement Facilitator	CPA	Sun 3rd May	8:00 - 17:00	TBA
Structural Firefighting	DO Bunbury	Sat 2nd - Sun 3rd May	8:00 - 17:00	Eaton-Australind VFRS
Breathing Apparatus Refresher	AO Forrest	Tues 5th May	18:30 - 21:00	Collie VFRS
Incident Controller Level 1 (Theory + Practical)	DO Wellington	Fri 8th - Sun 10th May	8:00 - 17:00	Yarloop BFB
Incident Controller Level 1 (Practical)	DO Wellington	Sat 16th May	8:00 - 17:00	Yarloop BFB
Provide First Aid	TSO	Sat 16th May	8:00 - 17:00	Pinjarra VFRS
Ladder and Single Anchor Roof Safety System	DO Bunbury	Sat 16th May	8:00 - 15:00	Eaton Australind VFRS
Storm and Water Damage Operation Ground and Roof	DO Natural Hazards	Sat 16th - Sat 17th May	8:00 - 17:00	Bunbury SES
Breathing Apparatus Refresher	AO Forrest	Wed 20th May	18:30 - 21:00	Harvey VFRS
Property Walk Through Storm and Flood	CPA	Sun 24th May	8:00 - 17:00	TBA
AIIMS 2017	DO Emergency Management	Sat 23rd - Sun 24th May	8:00 - 17:00	Harvey ESC
On Road Driving	DO Bunbury	Thurs 28th - Fri 29th May	8:00 - 17:00	Bunbury VFRS
June				
WA Day long weekend - 30th of May to 1st of June				
Casualty Transfer Systems (Gap)	DO Bunbury	Fri 5th June	18:00 - 21:00	Bunbury VFRS
Remote Area Firefighting Awareness	DO Wellington	Sat 13th June	8:00 - 17:00	Waterloo BFB
Casualty Transfer Systems	AO Forrest	Sat 13th June	8:00 - 17:00	Bunbury VFRS
Ladder and Single Anchor Roof Safety System	AO Forrest	Sat 13th June	8:00 - 17:00	Collie VFRS
Off Road Driving	DO Bunbury	Sat 13th - Sun 14th June	8:00 - 17:00	Eaton-Australind VFRS
Single Operator Rescue (VR)	DO Natural Hazards	Fri 19th - Sun 21st June	8:00 - 17:00	Bunbury SES
Mental Health First Aid	TSO	Sat 20th - Sun 21st June	8:00 - 17:00	Eaton-Australind VFRS
Pump Operations	DO Bunbury	Sat 20th - Sun 21st June	8:00 - 17:00	Bunbury VFRS
Sector Commander	DO Wellington	Sat 20th - Sun 21st June	8:00 - 17:00	Waroona West BFB
Provide Basic Life Support	AO Forrest	Sat 27th - Sun 28th June	8:00 - 17:00	Bunbury VFRS
July				
School Holidays - 4th to 19th of July				
Fire Control Officer	CESM Collie	Sat 4th July	8:00 - 17:00	Waterloo BFB
Ladder and Single Anchor Roof Safety System	DO Bunbury	Sat 4th July	8:00 - 17:00	Bunbury VFRS
Breathing Apparatus	AO Forrest	Sat 4th - Sun 5th July	8:00 - 17:00	Forrestfield Academy
SES Team Leader	DO Natural Hazards	Sat 4th - Sun 5th July	8:00 - 17:00	Bunbury SES
Advanced Bush Firefighting (new course)	DO Wellington	Sat 11th July	8:00 - 17:00	Waroona West BFB
Crew Leader (new course)	DO Wellington	Sun 12th July	8:00 - 17:00	Waroona West BFB
Roof Safety System Builder (SES)	DO Natural Hazards	Sat 18th July	8:00 - 17:00	Bunbury SES
Provide First Aid	TSO	Sat 25th July	8:00 - 17:00	Harvey ESC
Advanced Bush Firefighting	DO Wellington	Sat 25th July	8:00 - 17:00	Waterloo BFB
Crew Leader	DO Wellington	Sun 26th July	8:00 - 17:00	Waterloo BFB
On Road Driving	DO Bunbury	Sat 25th - Sun 26th July	8:00 - 17:00	Eaton-Australind VFRS
August				
Provide First Aid (new course)	TSO	Sat 1st Aug	8:00 - 17:00	Bunbury BFB
Machine Supervision	DO Wellington	Sat 8th Aug	8:00 - 17:00	Waterloo BFB
Vertical Rescue (VR) Rope Rescue Systems	DO Natural Hazards (LSW)	Thurs 6th - 9th Aug	8:00 - 17:00	Margaret River SES
Vertical Rescue (VR) Advanced Vertical Rescue	DO Natural Hazards (LSW)	Thurs 6th - 9th Aug	8:00 - 17:00	Margaret River SES
Road Crash Rescue	AO Forrest	Sat 8th - Sun 9th Aug	8:00 - 17:00	Harvey VFRS
Structural Firefighting	DO Bunbury	Sat 15th - Sun 16th Aug	8:00 - 17:00	Bunbury VFRS
Ground Controller	CESM Harvey	Thurs 20th Aug	17:00 - 22:00	Harvey ESC
Plantation Firefighting	CESM Collie	Sat 22nd Aug	8:00 - 17:00	Waroona West BFB
Community Engagement Facilitator	CPA	Sat 22nd Aug	8:00 - 17:00	TBA
September				
Father's Day - 6th of September				
King's Birthday long weekend - 26th to 28th of September				
School Holidays: 26th of September to 11th of October				

Provide First Aid	TSO	Sat 5th Sept	8:00 - 17:00	Bunbury SES
HAZMAT	AO Forrest	Sat 5th - Sun 6th Sept	8:00 - 17:00	Bunbury VFRS
Firefighting Skills	DO Wellington	Sat 12th - Sun 13th Sept	8:00 - 17:00	Waterloo BFB
Property Walk Through Bushfire	CPA	Sun 13th Sept	8:00 - 17:00	TBA
Pump Operations	AO Forrest	Sat 12th - Sun 13th Sept	8:00 - 17:00	Eaton-Australind VFRS
Internal Structural Firefighting (Part A - Theory)	DO Bunbury	Sat 19th Sept	8:00 - 17:00	Bunbury VFRS
October				
School Holidays: 26th of September to 11th of October				
Sector Commander	DO Wellington	Sat 3rd - Sun 4th Oct	8:00 - 17:00	Waroona West BFB
Off Road Driving	DO Bunbury	Sat 3rd - Sun 4th Oct	8:00 - 17:00	Eaton-Australind VFRS
South West Bushfire Pre-Season Leadership Forum	DO Wellington	Sat 31st Oct	9:00 - 15:00	TBA
Internal Structural Firefighting (Part B - Practical)	DO Bunbury	Sat 31st Oct - Sun 1st Nov	8:00 - 17:00	Forrestfield Academy



DFES General Circular No: 133/2026

CM Folder: D40434

30 June 2026

NEW EXTERNAL STRUCTURAL FIREFIGHTING TRAINING PRODUCT

The Volunteer Structural Firefighting Training Product (DFES0404) has been reviewed, updated and retitled to External Structural Firefighting (DFES1024).

The new External Structural Firefighting training will replace the Structural Firefighting training as of 1 July 2026.

What has changed?

This new course remains a two-day course; however, it requires an approximately 2-hour pre-course review of the Online Student Resource. This aims to allow more time for practical activities during the face-to-face course.

- The content has been updated to reflect current legislation, doctrine, terminology, hazards and techniques.
- The practical content focuses on defensive external firefighting.
- Content covered in the Bushfire Safety Awareness, Firefighting Skills training modules, and Internal Structural Firefighting has been removed.

Changes to Training Programs

External Structural Firefighting will replace the Structural Firefighting course on the:

- VFRS Active Firefighter Training Program
- VFES Active Firefighter Training Program
- BFS Advanced Firefighter Training Program

Volunteer Transition Arrangements:

Volunteers who hold the current DFES0404 Structural Firefighting competency will be required to complete the External Structural Firefighting Competency Transition Online Course.

- Volunteers will be auto enrolled onto the Competency Transition course occurrence in eAcademy
- Successful completion of the online knowledge assessment will result in the new DFES1024 External Structural Firefighting competency

Note: Volunteers will have until 30 June 2028 (two years) to update to the DFES1024 External Structural Firefighting competency.

Trainer Assessor Transition Requirements:

Current Volunteer Structural Firefighting Trainer Assessors will be required to:

- Complete the External Structural Firefighting Competency Transition Online Course
- Complete an online handover of the External Structural Firefighting Training Product (auto enrolment)



- Complete a Training Product Handover Form, acknowledging that they have reviewed the new Training Product and understand the changes

Note: Trainer Assessors will have until 30 June 2027 to transition their endorsement to the new Training Product.

For more information, please contact OperationalTrainingSupport@dfes.wa.gov.au

ANDREW WRIGHT
A/ASSISTANT COMMISSIONER LEARNING AND DEVELOPMENT



Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

**Attachment 7.4
BFAC Report**

Shire of Collie - BFAC Meeting, 13 July 2026

DBCA, Parks and Wildlife Service, Wellington District Report

1. Prescribed Burning

- DBCA Wellington District had a successful 2025/26 burning season.
- Approximately 25000ha treated.
- DBCA will distribute an email containing our 2026/27 Burn Options Program (BOP) over the next few weeks. The email will also request shire endorsement for the inclusion of shire-owned tenure into our burns, as well as to implement DBCA's MRWA approved Traffic Management Plan on shire roads during burning activities.
- Permanent campers/people living rough continues to pose a significant challenge to the effective and efficient implantation of our BOP.
- The link below is a good source to identify potential prescribed burns currently in the DBCA Burn Options Program (BOP).
- When inquiring about a specific area, use the prescribed burn number listed in the website. For example, WTN_146.

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

2. Bushfires

As at 30/06/2026, 131 bushfires recorded on DBCA managed tenure during the 2025/2026 season. 87 of these bushfires were in the Shire of Collie. Almost 70%.

A significant portion of bushfires recorded were caused by arson (approx.. 84%). Thank you to WAPOL, LGA, DFES, and Project Vulcan for the ongoing efforts in combatting this act.

Thank you to the former CESM, CBFCO, BFBs, and VFRS members for your outstanding efforts and support in managing fires both on and off DBCA estate. Your commitment, professionalism, and willingness to assist wherever needed are greatly appreciated and have made a significant contribution to community safety.

3. Staff/ Staff Changes

District Fire Coordinator Collie – Jewell Crossberg. (0427 412 828).

Fire Operations Officer – Darren Harvey (0428 552 793).

Fire Operations Officer – Vacant

A/Fire Operations Officer – Jacoba Webb (0400 968 106)

End of Report.

Jewell Crossberg

District Fire Coordinator

Wellington District - Collie

Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions

M: 0427 412 828 | E: jewell.crossberg@dbca.wa.gov.au
147 Wittenoom St, Collie - 6225



Shire of
Collie

**Bush Fire Advisory Committee
13 July 2026**

**Attachment 10.1
Annual Firebreak & Fuel Hazard Reduction Notice**

Fire Hazard Reduction Notice 2026/2027

Important: The works outlined below must be completed by 1 December 2026 and maintained in this state up to and including 31 May 2027.

Notice to all owners and occupiers of land within the Shire of Collie

To assist in the control of bushfires, and pursuant to the powers contained in section 33 of the *Bush Fires Act 1954* (the Act) notice is hereby given to all owners and occupiers of land within the Shire of Collie (the Shire), you are required and therefore ordered by the local government to carry out fire prevention work in accordance with the requirements of this Notice, on or before 1 December 2026, and maintain the requirements up to and including 31 May 2027 or within 14 days of becoming an owner or occupier of land if after that date, to comply with the requirements set out in this notice.

Failure to comply with this notice is an offence and can result in a penalty of up to \$5,000 or the issue of a \$250 infringement notice and liability for any costs incurred by the Shire in relation to works undertaken on behalf of the landowner. The Shire's Authorised Officers are authorised under the Act and have powers to enter land pursuant to section 14 and section 33 (4) of the Act. The Shire advises that its officers, contractors, vehicles, machinery, and appliances (as the officers deem fit) may carry out the requisitions of this notice that are not complied with by 1 December 2026, and any costs and expenses incurred may be recovered from you as the owner and/or occupier of the land.

The table below outlines the requirements of land owners and/or occupiers in the Shire of Collie. Please refer to the column that best describes your land size to view your legal responsibilities.

All land with an area of:	Less than 2024m ²	Greater than 2024m ²
Asset Protection Zone (Fuel reduction near all houses, buildings and assets) Maintain a reduced fuel zone around all buildings or assets that extends 20m from the outermost point of the building or asset. - Gutters, roofs, and walls of all buildings to be free of flammable material and maintained. - Fuel load within the 20m zone is to be reduced and maintained to no more than 5 tonnes per hectare (10,000m²), or approximately 10cm litter depth by removing dead branches, leaf litter, twigs, and bark. - Grasses are slashed/mowed and maintained to a height of less than 10cm. - Trees or shrubs within 2m pruned to maintain a 1m horizontal and 5m vertical clearance. - Garden beds are allowed within this area if they are reticulated and maintained.	✓	✓
Bushfire Management Plans Where a property is affected by an approved bushfire management plan, property owners must still comply with all the requirements in the Notice and any additional requirements outlined in that plan.		✓
Firebreaks Install and maintain continuous mineral earth fire breaks that have a minimum horizontal width of 3m and a vertical clearance of 4m, not more than 10m from the property's external boundary perimeter. Plantations require a 15m horizontal and 5m vertical clearance. *An exemption applies if the lot is under 5 Hectares (50,000m ²) and pasture is maintained below 10cm.		✓
Garden refuse and/or household wood stack piles Install and maintain a 2m clearance around all piles of garden refuse and/or wood.	✓	✓
Fuel storage and haystack protection zone Install and maintain a 4m firebreak not closer than 6m around haystacks and immediately around fuel storage tanks or gas cylinders.		✓
Hazard Separation Zone Maintain areas of natural vegetation within 100m of relevant buildings to, at or below 8 tonnes per hectare (10,000m ²) by passive methods of fuel reduction, removing dead branches, leaf litter, twigs, and bark, and reducing grass height to not more than 10cm.		✓
Ungrazed Pastureland Slash, mow, trim (or by other means) grasses to a height no greater than 10cm and remove cuttings/swath across the entire property.		✓
Vacant land – Cleared blocks Slash, mow, trim (or by other means) grasses to a height no greater than 10cm and remove cuttings/swath across the entire property.	✓	
Vacant land – Timbered or Bush Block Reduce and/or maintain all dead flammable material below 8 tonnes per hectare (10,000m ²) by removing dead branches, leaf litter, twigs, and bark.	✓	✓

Inspections, appointments, education and compliance

Landowners/occupiers who would like an early inspection by appointment, for reasons, including dangerous animals, biosecurity, locked gates, or for an explanation on the requirements of this Notice, should contact the Shire Rangers by 1 November 2026. Where inspections by appointment are not requested, Authorised Officers will be inspecting properties for compliance, without further notice from 1 December 2026.

Variation to the Fire Hazard Reduction Notice

If you consider it impractical to meet any requirement of this Notice, you may apply in writing to the Shire for a variation no later than 1 November 2026. Variations will be considered where compliance is not practicable due to site-specific constraints such as topography, gradients, or waterways or due to environmental constraints. A submission for a variation is required annually.

Note: A variation is not an exemption but an application to employ alternative methods of property preparedness to land that you own and/or occupy. If your application is not granted you must comply with all requirements outlined in the Fire Hazard Reduction Notice 2026/2027.

Applications for Variations must be completed on the approved form, available from the Shire website and must provide alternative means of meeting the objectives of the Notice.

Environmental, Clearing and Heritage Considerations

It is the responsibility of the landowner and/or occupier to ensure appropriate environmental and heritage (including Aboriginal Cultural Heritage) due diligence relating to any works required by this Notice is undertaken. Please refer to the Department of Water and Environmental Regulation (DWER), the Department of Planning, Lands and Heritage (DPLH), and/or the Department of Fire and Emergency Services (DFES) websites for further information.

Additional Works

The Shire retains the ability to issue Special Work Orders pursuant to section 33 of the *Bush Fires Act 1954*, to individual landowners should additional works be necessary for a potential fire hazard that may exist on a property. These can be issued at any time during the year.

Definitions

'Asset protection zone' is a low fuel area that is reduced of flammable vegetation and materials surrounding relevant buildings to minimise the likelihood and impact that direct flame contact, radiant heat or ember attack may have on buildings and assets in the event of a bushfire.

'Bushfire management plan' or 'fire management plan' is a plan that may be placed on the certificate of title(s) of land that has been developed as a condition of development or subdivision.

'Firebreak' means a 3m wide area of land cleared and maintained totally clear of all vegetation material (living or dead), with a trafficable surface over which any overhanging vegetation is no less than 4m above ground level, for the primary purpose of access for firefighting appliances.

'Flammable material' means accumulated fuel such as dry grass, leaf litter, twigs, branches, trash, bush, dead trees, firewood, stored fuels and scrub that can be easily ignited or is likely to catch fire and burn. It includes any other thing deemed by an Authorised Officer to be likely to catch fire but excludes living standing trees, growing bushes and plants in gardens and/or lawn areas under cultivation.

'Passive fuel reduction' means lowering the amount of available fuel that will burn under prevailing conditions by means that will not permanently reduce or modify the structure or life cycle of plant, shrub, scrub, or tree communities within a treated area.

'Reticulated' means an area that is watered and maintained, with all vegetation in an alive, green, and non-flammable state.

When and what can I burn?

	GARDEN REFUSE	WOOD OR SOLID FUEL BBQ, CAMP AND COOKING FIRES	GRASS, Paddock, Bonfire, Bush
Restricted Burning Period 2 November to 14 December**	Permit Required Contact your local Fire Control Officer	Allowable* Check Fire Danger Ratings	Permit Required Contact your local Fire Control Officer
Prohibited Burning Period 15 December to 14 March**	PROHIBITED	PROHIBITED	PROHIBITED
Restricted Burning Period 15 March to 31 May**	Permit Required Contact your local Fire Control Officer	Allowable* Check Fire Danger Ratings	Permit Required Contact your local Fire Control Officer

*Cannot be used when the Fire Danger Rating is High or above, or when a Total Fire Ban has been declared.

**Subject to seasonal changes. Please check with the Shire on 9734 9000.

If you require any further information, please contact the Shire of Collie Rangers on 9734 9000, visit collie.wa.gov.au/services/emergency-services/ or scan the QR code.

Phil Anastasakis | Chief Executive Officer



87 Throssell Street

Collie WA 6225

Phone: 9734 9000

Email: colshire@collie.wa.gov.au

Website: collie.wa.gov.au