

# Greater Geraldton Bush Fire Advisory Committee

## Meeting Minutes

<b>Meeting Name</b>	Greater Geraldton Bush Fire Advisory Committee	<b>Meeting No.</b>	1-2026
<b>Meeting Date</b>	18 March 2026		
<b>Meeting Time</b>	2:00pm		
<b>Meeting Location</b>	City of Greater Geraldton, Function Room		
<b>Members</b>	Mayor Jerry Clune Cr Kim Parker Bill McKay - Moonyoonooka Bush Fire Brigade Captain Bruce Garratt - Walkaway Bush Fire Brigade Captain/FCO Daniel Critch - DCBFCO (Inland)/Tenindewa Bush Fire Daryl Hamersley - Walkaway Fire Control Officer Ian Grant - Eradu Fire Control Officer Murray Preston - Eradu Bush Fire Brigade Captain Murray Smith - CGG Coordinator Emergency Management & DCBFCO (Coastal) Neil Johnstone (Interim Chairperson) Rob Roffey - Cape Burney Bush Fire Brigade Captain Steven Rowe - Mullewa South Bush Fire Brigade Captain Warren Treasure - Moonyoonooka Fire Control Officer	<b>By Invitation</b>	
		<b>Leave of Absence</b>	
		<b>Distribution</b>	
<b>Attendees</b>	Aaron Halliday - CGG Training Officer Moana Wilson - CGG Secretariat Tony Free - CGG Director of Development Services		
<b>Apologies</b>	Andy Gaze - CGG Manager Regulatory Services Brendan McCann - Walkaway Bush Fire Brigade Captain Brendan Weir - Tenindewa Bush Fire Brigade Captain Brent Allen - Department of Fire and Emergency Services Captain VFRS - Geraldton Volunteer Fire and Rescue Service Craig Moran - Mullewa Central Bush Fire Brigade Captain Darren Simmons - Mullewa District Office Manager Dave Hoare - Waggrakine Bush Fire Brigade Captain Gerrard Rowe - Mullewa South Bush Fire Brigade Captain Julia French - Department of Biodiversity, Conservation and Attractions Tony Crudeli - Mullewa Volunteer Fire and Rescue Service Will Miller - Bushfire Volunteers, State Committee Representative Zac Grima - Tardun/Pindar Bush Fire Control Officer		
<b>Purpose of Committee</b>	<p>The Greater Geraldton Bush Fire Advisory Committee is established under Section 67 of the <i>Bush Fires Act 1954</i>.</p> <p>As prescribed under the <i>Bush Fires Act 1954</i>, the Greater Geraldton Bush Fire Advisory Committee provides advice to the City of Greater Geraldton on matters relating to:</p> <ul style="list-style-type: none"> <li>• The prevention, control, and extinguishment of bush fires;</li> <li>• Planning and layout of firebreaks within the district;</li> <li>• Prosecutions for breaches of the <i>Bush Fires Act 1954</i>;</li> <li>• The formation of Bush Fire Brigades;</li> <li>• Coordination and cooperation between Brigades and relevant agencies</li> </ul>		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.  
[Meeting Procedures Local Law 2011](#)  
[Council Policy 4.4. Operation of Advisory Committees-V4](#)  
[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

## 1 Declaration Of Opening

Interim Chairperson, Chief Bush Fire Control Officer (CBFCO) - Neil Johnstone, declared the meeting open at 2:03pm.

## 2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

## 3 Welcome & Apologies

The CBFCO / Interim Chair welcomed the members and apologies were noted from:

- Brendan McCann - Walkaway Bush Fire Brigade Captain
- Brendan Weir - Tenindewa Bush Fire Brigade Captain
- Brent Allen - Department of Fire and Emergency Services
- Dave Hoare - Waggrakine Bush Fire Brigade Captain
- Gerrard Rowe - Mullewa South Bush Fire Brigade Captain
- Will Miller – Bushfire Volunteers, State Committee Representative

## 4 Recognition of Service – Ian Grant

The Committee acknowledged Ian Grant for his exceptional 48 years of service to the Eradu Bush Fire Brigade. Mayor Clune and the CBFCO, Neil Johnstone presented Ian with a plaque and gift in recognition of his long-standing dedication and reliability. Ian's milestone highlights the critical contribution of long-serving volunteers to bush fire operations across the region.

## 5 Appointment of Chairperson

Mayor Clune tabled at the meeting a nomination of Chairperson on behalf of himself.

The election of Chairperson of the Greater Geraldton Bush Fire Advisory Committee was conducted in accordance with the provisions of section 67(2) of the *Bush Fires Act 1954*.

Election result:

**ELECTED: Mayor Jeremiah Clune is elected unopposed as the Presiding Member.**

**Term of Office: 18 March 2026 – 15 October 2027.**

*Chief Bush Fire Control Officer, Neil Johnstone handed over the meeting to elected Chairperson, Mayor Clune.*

## 6 Review of Terms of Reference

The Greater Geraldton Bush Fire Advisory Committee reviewed the Terms of Reference and agreed changes were made to section 6.1 Committee Members as demonstrated in attachment *Greater Geraldton Bush Fire Advisory Committee - Terms of Reference 2026*.

### **Committee Recommendation:**

The Committee RESOLVES to adopt the updated Terms of Reference document - *Greater Geraldton Bush Fire Advisory Committee - Terms of Reference 2026*.

## COMMITTEE DECISION

### MOVED MOONYOONOOKA BUSH FIRE BRIGADE CAPTAIN, SECONDED CAPE BURNLEY BUSH FIRE BRIGADE CAPTAIN

Committee Resolution: The Committee RESOLVED to adopt the updated Terms of Reference document - *Greater Geraldton Bush Fire Advisory Committee - Terms of Reference 2026*.

**CARRIED 8/10**

Not Voted: **2**

Against Votes: **0**

For Votes: **8**

Name	Vote (For or Against)
Mayor Clune	FOR
Cr Kim Parker	FOR
Cape Burney Bush Fire Brigade Captain	FOR
Eradu Bush Fire Brigade Captain	FOR
Moonyoonooka Bush Fire Brigade Captain	FOR
Mullewa Central Bush Fire Brigade Captain	NOT PRESENT
Mullewa South Bush Fire Brigade Captain	FOR
Tenindewa Bush Fire Brigade Captain	FOR
Waggrakine Bush Fire Brigade Captain	NOT PRESENT
Walkaway Bush Fire Brigade Captain	FOR

***Following the adoption of the Greater Geraldton Bush Fire Advisory Committee – Terms of Reference 2026, five additional voting positions were established, bringing the total number of voting members to 15. Of these, 12 members were present at the meeting and therefore held voting rights for all subsequent decisions.***

## 7 Disclosure of Interests

Nil received by the secretariat.

## 8 Minutes of Previous Meetings

### Committee Recommendation:

RECOMMENDED that the minutes of the Greenough Bush Fire Advisory Committee held on 18 September 2025 and the Mullewa Bush Fire Advisory Committee held on 19 September 2025 as previously circulated, be adopted as a true and correct record of proceedings.

## COMMITTEE DECISION

### MOVED MOONYOONOOKA BUSH FIRE BRIGADE CAPTAIN, SECONDED CR PARKER

Committee Resolution: The Committee RESOLVED to adopt the minutes of the Greenough Bush Fire Advisory Committee held on 18 September 2025 and the Mullewa Bush Fire Advisory Committee held on 19 September 2025 as previously circulated, be adopted as a true and correct record of proceedings.

**CARRIED 12/15**

Not Voted: **3**

Against Votes: **0**

For Votes: **12**

<b>Name</b>	<b>Vote (For or Against)</b>
Mayor Clune	<b>FOR</b>
Cr Kim Parker	<b>FOR</b>
Chief Bush Fire Control Officer	<b>FOR</b>
Deputy Chief Bush Fire Control Officer (Coastal)	<b>FOR</b>
Deputy Chief Bush Fire Control Officers (Inland)	<b>FOR</b>
Bush Fire Control Officer ( <b>Walkaway</b> )	<b>FOR</b>
Bush Fire Control Officer ( <b>Moonyoonooka</b> )	<b>FOR</b>
Cape Burney Bush Fire Brigade Captain	<b>FOR</b>
Eradu Bush Fire Brigade Captain	<b>FOR</b>
Moonyoonooka Bush Fire Brigade Captain	<b>FOR</b>
Mullewa Central Bush Fire Brigade Captain	<b>NOT PRESENT</b>
Mullewa South Bush Fire Brigade Captain	<b>FOR</b>
Tenindewa Bush Fire Brigade Captain	<b>NOT PRESENT</b>
Waggrakine Bush Fire Brigade Captain	<b>NOT PRESENT</b>
Walkaway Bush Fire Brigade Captain	<b>FOR</b>

**9 Items for Discussion**

**9.1 Mandatory Ploughs – N Johnstone**

<b>Discussion</b>	The group discussed the requirement for plough at farms over 1000 acres. D Critch: concurred that necessary precaution. Intention is to target broadacre farms
<b>Attachments (x#)</b>	Nil.
<b>Outcome</b>	See below resolution.

**Committee Recommendation:**

RECOMMENDED that the Committee endorse the following Fire Suppression Equipment notification:

Pursuant to Regulation 38A & 38B of the *Bush Fires Regulations 1954*, the City of Greater Geraldton gives written notice that undertaking grain harvesting activities shall have the following conditions.

- Provide an operational mobile firefighting unit with no less than 400 litres of water & must be able to draw water from tanks/dams. Must be self-propelled with a 2-way radio.
- A separate firefighting fire appliance is required to be present in any paddock being harvested,
- Minimum 6 metres of hose (recommended 30 metres) with a controlled nozzle.
- Hitched to a tractor should be a plough, offset disc, speed tiller, stubble muncher or the like, or a grader to be situated in the vicinity of any land or paddock where harvesting operations are being carried out. Required for farming properties over 1000 hectares.

## COMMITTEE DECISION

### MOVED ERADU BUSH FIRE BRIGADE CAPTAIN, SECONDED DEPUTY CHIEF BUSH FIRE CONTROL OFFICER (INLAND)

Committee Resolution: The Committee RESOLVED to endorse the following Fire Suppression Equipment notification:

Pursuant to Regulation 38A & 38B of the *Bush Fires Regulations 1954*, the City of Greater Geraldton gives written notice that undertaking grain harvesting activities shall have the following conditions.

- Provide an operational mobile firefighting unit with no less than 400 litres of water & must be able to draw water from tanks/dams. Must be self-propelled with a 2-way radio.
- A separate firefighting fire appliance is required to be present in any paddock being harvested,
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- Hitched to a tractor should be a plough, offset disc, speed tiller, stubble muncher or the like, or a grader to be situated in the vicinity of any land or paddock where harvesting operations are being carried out. Required for farming properties over 1000 hectares.

**CARRIED 12/15**

Not Voted: **3**

Against Votes: **0**

For Votes: **12**

Name	Vote (For or Against)
Mayor Clune	FOR
Cr Kim Parker	FOR
Chief Bush Fire Control Officer	FOR
Deputy Chief Bush Fire Control Officer (Coastal)	FOR
Deputy Chief Bush Fire Control Officers (Inland)	FOR
Bush Fire Control Officer ( <b>Walkaway</b> )	FOR
Bush Fire Control Officer ( <b>Moonyoonooka</b> )	FOR
Cape Burney Bush Fire Brigade Captain	FOR
Eradu Bush Fire Brigade Captain	FOR
Moonyoonooka Bush Fire Brigade Captain	FOR
Mullewa Central Bush Fire Brigade Captain	NOT PRESENT
Mullewa South Bush Fire Brigade Captain	FOR
Tenindewa Bush Fire Brigade Captain	NOT PRESENT
Waggrakine Bush Fire Brigade Captain	NOT PRESENT
Walkaway Bush Fire Brigade Captain	FOR

## 10 Agency and Brigade Updates

### 10.1 Chief Bush Fire Control Officer – **N Johnstone**

- Refer to attachment – CBFCO Report – 18 March 2026.

### 10.2 CGG Coordinator Emergency Management – **M Smith**

- Green Street Fire: Significant works were undertaken on the southern end of the Chapman Regional Park firebreaks. Firebreak widths were increased from approximately 3 metres to 15–20 metres, extending through to the urban interface.

- Verita Road Tenure Inspection: Firebreaks in this area have also been widened to 15–20 metres to ensure adequate protection for Wandina. Tenure arrangements remain complex, involving the Department of Communities, the City and another landholder, with works continuing across the shared boundaries to maximise protection.
- Vacant Land - Rangeway: Additional attention has been directed to the block behind the cemetery, identified as a high-risk area that could significantly impact residents. This location will remain a key focus.
- Bush Fire Management Plan: The updated Plan is expected to be completed within the month.

### **10.3 Department of Fire and Emergency Services**

- Not present – attending Dongara bushfire.

### **10.4 Department of Biodiversity, Conservation & Attraction**

- Not present – attending Dongara bushfire.

### **10.5 Cape Burney Bush Fire Brigade**

- Refer to attachment - Cape Burney BFB Report - 18 March 2026.

### **10.6 Eradu Bush Fire Brigade**

- No significant incidents to report; aside from a Christmas Eve fire overall it has been an uneventful year.

### **10.7 Moonyoonooka Bush Fire Brigade**

- Refer to attachment - Moonyoonooka BFB Report - 18 March 2026.

### **10.8 Mullewa Central Bush Fire Brigade Captain**

- Not present, no report submitted.

### **10.9 Mullewa South Bush Fire Brigade Captain**

- Generally a good year, with a few lightning-strike fires that approached the DBCA reserve.
- **NOTED**: DBCA firebreak maintenance has decreased and requires upgrading.
- The new truck performs well in town but is less suitable for Mullewa conditions - heavy, sluggish in sand and difficult in rocky/hilly terrain.
- **RECOMMENDATION**: Deflate tyres when rigs return from servicing to improve bush performance

### **10.10 Tenindewa Bush Fire Brigade Captain**

- A busy period with multiple lightning-strike incidents and heavy fuel loads across the area.
- A large fire on a large landholders property was well managed, with strong support from DFES and City appliances; appreciation was noted for the resourcing and professionalism provided.
- Commendation was given to CBFCO Neil Johnstone for managing dissatisfaction around Harvest and Vehicle Movement Bans. His willingness to make difficult calls during dangerous conditions was acknowledged as essential for community safety.

### **10.11 Waggrakine Bush Fire Brigade**

- Not present – attending Dongara bushfire.

## 10.12 Walkaway Bush Fire Brigade

- No issues to report.

## 11 General Business

### 11.1 Action Log

All actions completed – as per attachment.

### 11.2 Open Burning – Neil Johnstone

- The open burning period has commenced. Conditions remain hot and windy; reminder to register all burns with DFES to avoid unnecessary brigade callouts.
- Failure to follow correct burning procedures may result in an extension of the restricted burning period, which the Committee would prefer to avoid.
- **NOTED**: There is a general reluctance to be the first to commence burning.

### 11.3 Firebreaks in the Broadacre – Darryl Hammersley

- Members noted that overall landholder compliance with firebreaks is good, though some inconsistencies remain. Continued encouragement is preferred, with enforcement applied only as regulated.
- Current legislative requirements were discussed, noting that properties are required to install a firebreak every 500 acres, and a 3-metre boundary firebreak for any parcel not exceeding 500 acres.
- **NOTED**: Road and rail reserves are not required to install firebreaks; instead, they undertake vegetation control, primarily through slashing.

### 11.4 Community Thanks – Councillor Parker

Cr Parker noted the significance of the Green Street fire for the Geraldton community. While one house was lost, he expressed gratitude that there were no fatalities. He extended sincere thanks to all brigades involved on behalf of the community, acknowledging their efforts and professionalism. He also observed that the incident served as an important reminder for those who do not routinely work with fire, unlike the farming community and Committee members, of the critical role these services play.

### 11.5 Eradu Fire Control Officer/Brigade Captain – M Preston

- Need identified for a local point of contact in the Eradu area due to distance from Geraldton.
- Suggested candidates: Peter Freeman, Peter Barnetson, Mick Green.
- Preference expressed for someone local to Eradu with strong local knowledge.
- Additional suggestions:
  - Simon Smart – large holding in the western district.
  - Colin Crawford – moving into Ian's former residence and may be suitable.
  - Fire ute has been allocated to Andrew Martin; priority is appointing someone willing and able to take leadership when required.

### 11.6 Minnenooka Road Verge Maintenance - Bruce Garratt

- Observed that a contractor was mowing roadside edges along Minnenooka Road in mid-January.
- Concern was raised that exposed stones and granite in the area posed a high fire-ignition risk if struck by machinery.
- **RECOMMENDATION**: this type of work is not undertaken during high-risk periods at that time of year.
- **ACTION**: CBFCA Neil Johnstone and Mayor Clune will discuss with the depot.

**12 Date of next meeting**

Proposed for Thursday, 17 September 2026 in Mullewa.

**13 Close**

There being no further business Mayor Clune closed the meeting at 3:03pm.

## ACTION LOG

ACTION	RESPONSIBLE	AGENCY	DUE	UPDATE/COMPLETE
Ensure contractors avoid mowing roadside edges on rural roads during high-risk periods, due to the fire-ignition risk posed by exposed stones and granite.	Neil Johnstone	City of Greater Geraldton	17/09/2026	
City to send link to the Rural Fire Awareness training via SMS to the Fireban and WhatsApp groups to reach landowners directly.	Neil Johnstone	City of Greater Geraldton	31/10/2025	COMPLETED
DFES to supply resources outlining minimum training requirements (e.g. pamphlets) for brigades to distribute during community engagement events, such as Sunshine Festival stalls.	Mark Teale	Department of Fire and Emergency Services	25/09/2025	COMPLETED
Neil to discuss with Deputy Chief Bushfire Control Officer appropriate message for the City to include with the link to the Rural Fire Awareness training via SMS to the Fireban and WhatsApp groups to reach landowners directly.	Neil Johnstone	City of Greater Geraldton	31/10/2025	COMPLETED



City of  
**Greater Geraldton**  
a vibrant future



# **GREATER GERALDTON BUSH FIRE ADVISORY COMMITTEE**

## **TABLED DOCUMENTS**

- |                      |   |
|----------------------|---|
| <b>ITEM NO. 5</b>    | <b>NOMINATION FORM – CHAIRPERSON – MAYOR CLUNE</b>                                      |
| <b>ITEM NO. 6</b>    | <b>DRAFT TERMS OF REFERENCE – GREATER GERALDTON BUSH<br/>FIRE ADVISORY COMMITTEE</b>    |
| <b>ITEM NO. 8</b>    | <b>MINUTES - GREENOUGH BUSH FIRE ADVISORY COMMITTEE<br/>MEETING - 18 SEPTEMBER 2025</b> |
| <b>ITEM NO. 8</b>    | <b>MINUTES - MULLEWA BUSH FIRE ADVISORY COMMITTEE<br/>MEETING - 19 SEPTEMBER 2025</b>   |
| <b>ITEM NO. 10.1</b> | <b>CBFCO REPORT - 18 MARCH 2026</b>   |
| <b>ITEM NO. 10.5</b> | <b>CAPE BURNEY BFB REPORT - 18 MARCH 2026</b>   |
| <b>ITEM NO. 10.7</b> | <b>MOONYOONOOKA BFB REPORT - 18 MARCH 2026</b>  |

**18 MARCH 2026**



**ATTACHMENT:**

**ITEM NO. 5    NOMINATION FORM –  
CHAIRPERSON – MAYOR CLUNE**



# CHAIRPERSON NOMINATION FORM

**Committee:** Bush Fire Advisory Committee

**Election Date:** 18 March 2026 (Date of Committee Meeting)

I Jerry Clune wish to nominate the following person:

**Full Name:** Jeremiah Bernard Clune

**Signed:**  \_\_\_\_\_

### **Bush Fires Act 1954: 67(2) Advisory Committees**

A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

### **Terms of Reference: 6.5 Chairperson**

The Committee shall elect one Council Member as Chairperson for the Committee's tenure. If the chairperson is unable to attend a meeting, they may appoint another Council Member to act as Chairperson in their absence.



**ATTACHMENT:**

**ITEM NO. 6 DRAFT TERMS OF  
REFERENCE – GREATER GERALDTON  
BUSH FIRE ADVISORY COMMITTEE**



# Terms of Reference

## Greater Geraldton Bush Fire Advisory Committee



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## 1 Introduction

The Greater Geraldton Bush Fire Advisory Committee is established under Section 67 of the *Bush Fires Act 1954*.

## 2 Purpose

As prescribed under the *Bush Fires Act 1954*, the Greater Geraldton Bush Fire Advisory Committee provides advice to the City of Greater Geraldton on matters relating to:

- The prevention, control, and extinguishment of bush fires;
- Planning and layout of firebreaks within the district;
- Prosecutions for breaches of the *Bush Fires Act 1954*;
- The formation of Bush Fire Brigades;
- Coordination and cooperation between Brigades and relevant agencies.

## 3 Advisory Role

The Committee is an advisory body only. It does not have executive powers, authority to implement actions, or any delegated financial responsibility. The Committee has no management functions and must not involve itself in management processes or procedures.

## 4 Delegated Authority

Nil.

## 5 Functions

The Committee is responsible for reporting to and making recommendations as required under the *Bush Fires Act 1954*, which may include:

- Financial affairs of Bush Fire Brigades;
- General management of Bush Fire Brigades;
- Planning, setting standards, and developing work programs for fire prevention within the local government area.

## 6 Membership

Membership is appointed by the local government in accordance with Section 67 of the *Bush Fires Act 1954*.

### 6.1 Committee Members

- Two (2) elected members
- Eight (8) Bush Fire Brigade Captains (or delegated senior brigade member)
- One (1) Chief Bush Fire Control Officer
- Two (2) Deputy Chief Bush Fire Control Officers
- Two (2) Bush Fire Control Officers

### 6.2 Other Attendees/ Observers

- Department of Fire and Emergency Services – District Officer North
- Department of Parks and Wildlife (or representative)
- Geraldton Volunteer Fire and Rescue Service (or representative)
- Mullewa Volunteer Fire and Rescue Service (or representative)

### 6.3 City Officers and Support Staff

- Manager Regulatory Services, City of Greater Geraldton

- Coordinator Emergency Management, City of Greater Geraldton
- Administrative Support Officer, City of Greater Geraldton

## 6.4 Tenure

Membership tenure continues until the next local government elections, at which time the Committee will be disbanded pending consideration by the newly elected Council.

## 6.5 Chairperson

The Committee shall elect one Council Member as Chairperson for the Committee's tenure. If the Chairperson is unable to attend a meeting, they may appoint another Council Member to act as Chairperson in their absence.

## 7 Other Attendees

Attendance is by invitation only unless otherwise approved by the CEO and/or Chairperson. Invitations may be extended to internal City representatives, external organisations, and service providers to provide guidance and advice on specific topics as agreed by the Committee.

## 8 Conduct

All members are subject to the same rules regarding confidentiality, public statements, and conflicts of interest as Council members, pursuant to Council Policy 4.2 – Code of Conduct for Council Members, Committee Members and Candidates.

Committee members are expected to:

- Provide apologies in advance if unable to attend;
- Represent the views of the broader community and/or their organisation;
- Share authorised information with the community in an unbiased manner;
- Respect the ideas and beliefs of all members and foster a positive working environment; and
- Refrain from making media comments on behalf of the Committee unless approved by Council.

## 9 Meetings

### 9.1 Quorum

A quorum is at least 50% of the total number of Committee members (including any vacancies). If the Chairperson is absent and has not nominated a replacement, members present may appoint a Chairperson for that meeting.

### 9.2 Meeting Schedule

Meetings will be held biannually or as required. Urgent meetings may be called by the Chairperson.

### 9.3 Meeting Conduct

The *City of Greater Geraldton Meeting Procedures Local Law 2011* (as amended) will guide meeting conduct. Recommendations to Council must be moved and seconded in accordance with Parts 9.1 and 9.2 of the Local Law before debate can commence.

#### 9.4 Voting

Voting is by simple majority. If votes are tied, the Chairperson shall cast a second vote.

#### 9.5 Support Staff

The City will provide support staff to distribute agendas and reports at least 72 hours prior to meetings and prepare minutes within 21 days for Chairperson approval.

#### 9.6 Recommendations

Recommendations agreed upon in the Committee's minutes will be presented to Council for consideration at the next Ordinary Meeting of Council.

#### 9.7 Amendments to Terms of Reference

These Terms of Reference may only be amended by Council resolution. They will be reviewed prior to each local government election or as recommended by the Committee.



**ATTACHMENT:**

**ITEM NO. 8 MINUTES -  
GREENOUGH BUSH FIRE ADVISORY  
COMMITTEE MEETING - 18  
SEPTEMBER 2025**



# Greenough Bush Fire Advisory Committee Meeting

## Meeting Minutes

<b>Meeting Name</b>	Greenough Bush Fire Advisory Committee	<b>Meeting No.</b>	2-2025
<b>Meeting Date</b>	18 September 2025		
<b>Meeting Time</b>	2:00pm		
<b>Meeting Location</b>	City of Greater Geraldton, Function Room		
<b>Attendees</b>	Mayor Jerry Clune Cr Aaron Horsman Cr Kim Parker Rob Roffey - Cape Burney Bushfire Brigade Captain Warren Treasure - Fire Control Officer	<b>By Invitation</b>	
		<b>Leave of Absence</b>	
	Aaron Halliday – CGG, Training Officer Andy Gaze – CGG, Manager Regulatory Services Bill McKay - Moonyoonooka Bush Fire Brigade Brent Allen – Department of Fire and Emergency Services Mark Teale – Department of Fire and Emergency Services Bruce Garratt - Walkaway Fire Control Officer Julia French – DBCA, District Fire Coordinator Murray Smith – CGG, Coordinator Emergency Management & Deputy Chief Bush Fire Control Officer Neil Johnstone - Chief Bush Fire Control Officer Mark Morris - Geraldton Volunteer Fire and Rescue Service	<b>Distribution</b>	
<b>Apologies</b>	Brendan McCann - Walkaway Bush Fire Brigade Daryl Hamersley - Walkaway Fire Control Officer David Hoare - Waggrakine Bush Fire Brigade Ian Grant – Eradu Bush Fire Brigade		
<b>Purpose of Committee</b>	<p>The City of Greater Geraldton Bush Fire Advisory Committees are formally appointed Committees of Council established under section 5.8 of the <i>Local Government Act 1995</i>, and are responsible to that body.</p> <p>The City of Greater Geraldton Bush Fire Advisory Committees provide advice regarding:</p> <ul style="list-style-type: none"> <li>• Matters relating to the preventing, controlling and extinguishing of bush fires;</li> <li>• Planning layout of fire breaks in the district;</li> <li>• Prosecutions for breaches of the <i>Bush Fires Act 1954</i>;</li> <li>• The formation of Brigades; and</li> <li>• Coordination and cooperation between Brigades and Agents.</li> </ul> <p>Refer to <a href="#">Committee Book</a></p>		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.

[Meeting Procedures Local Law 2011](#)

[Council Policy 4.4. Operation of Advisory Committees-V4](#)

[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

## 1 Declaration Of Opening

Presiding Member, Mayor Clune, declared the meeting open at 2:01pm.

## 2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

## 3 Welcome & Apologies

The Presiding Member welcomed the members and registered apologies were noted from:

- Ian Grant - Eradu Bush Fire Brigade
- Brendan McCann – Walkaway Bush Fire Brigade
- Heath Martin – CGG, A/Director of Development Services

## 4 Disclosure of Interests

Nil.

## 5 Minutes of Previous Meeting

### Committee Recommendation:

RECOMMENDED that the minutes of the Greenough Bush Fire Advisory Committee meeting held on 21 March 2025 as previously circulated, be adopted as a true and correct record of proceedings.

### COMMITTEE DECISION:

#### MOVED CR HORSMAN, SECONDED ROB ROFFEY

RECOMMEND that the minutes of the Greenough Bush Fire Advisory Committee meeting held on 21 March 2025 as previously circulated, be adopted as a true and correct record of proceedings.

CARRIED 5/5  
Not Voted: 0  
Against Votes: 0  
For Votes: 5

Name	Vote (For or Against)
Mayor Clune	FOR
Cr. Horsman	FOR
Cr. Parker	FOR
Rob Roffey Cape Burney Bushfire Brigade Captain	FOR
Warren Treasure Fire Control Officer	FOR

## 6 PRESENTATION: DFES State Hazard Plan Fire Comprehensive Review 2024/25 - M Teale / Brent Allen

- Refer to attachment for full details - DFES Report September 2025.
- DFES Regional Duty Coordinator number is 1800 317 555.
- Spontaneous volunteers must meet minimum training requirements; otherwise, they pose a liability on the fireground.
- Farmers are encouraged to include rural firefighting skills in farm inductions to ensure spontaneous volunteers are prepared to assist during fires.
- The new State Hazard Plan recognises landowners as employers.
- Managing spontaneous volunteers during an emergency is challenging; operational audit of volunteers is the responsibility of the incident controller.
- **ACTION**: Recommend sending the link to the Rural Fire Awareness training via SMS to the Fireban and WhatsApp groups to reach landowners directly.
- **ACTION**: DFES to supply resources outlining minimum training requirements (e.g. pamphlets) for brigades to distribute during community engagement events, such as Sunshine Festival stalls.

## 7 Agency and Brigade Updates

### 7.1 Chief Bush Fire Control Officer – N Johnstone

- Refer to attachment – CBFCO Report September 2025.
- **NOTED**: Aircraft will be staying until mid-December in support of harvest.

### 7.2 CGG Coordinator Emergency Management – M Smith

- No additional update.

### 7.3 Department of Fire and Emergency Services

- Refer to attachment for full details - DFES Report September 2025.
- Special thanks to the City for pre-season engagement and their strong response.

### 7.4 Department of Biodiversity, Conservation & Attraction

- DBCA Region Duty Officer Number 0429 640 916.
- Refer to attachment for full details – DBCA Report September 2025.

### 7.5 Cape Burney Bush Fire Brigade

- Refer to attachment - Cape Burney BFB Report - 18 September 2025.

*Cr Aaron Horsman left the meeting at 2:51pm.*

### 7.6 Eradu Bush Fire Brigade

- Not present, no report received.

### 7.7 Moonyoonooka Bush Fire Brigade

- Refer to attachment - Moonyoonooka BFB Report - 18 September 2025.

### 7.8 Waggrakine Bush Fire Brigade

- Not present, no report received.

### 7.9 Walkaway Bush Fire Brigade

- Due to wet and boggy conditions - particularly in Wicherina - firebreak access will be limited in hill country this year.
- Request that the City consider these conditions during aerial inspections.

## **8 General Business**

### **8.1 Yacht Club Function - Thank a Volunteer – Mayor Clune**

- Council sincerely appreciates the valuable contributions of our volunteers. The City values the input and dedication of our volunteers, who are vital to our community's success. We look forward to more events like this and encourage continued involvement.

### **8.2 Upcoming Election – Mayor Clune**

- Council will reduce from 11 to 9.
- All committees will be reviewed; this committee is legislated to continue under the *Bush Fires Act 1954*.
- Greenough and Mullewa zones are proposed to be merged into one committee.
- This change aims to ease the workload on committee administration and the reduced Council.
- Brigade management is currently at its best; meetings are no longer needed for operational matters, but will focus on strategic updates.
- Membership and Terms of Reference will be reviewed as a first step.

## **9 Date of next meeting**

To be confirmed post the 2025 Local Government election.

## **10 Close**

There being no further business the Presiding Member closed the meeting at 3:02pm.

**ATTACHMENT:**

**ITEM NO. 8      MINUTES - MULLEWA  
BUSH FIRE ADVISORY COMMITTEE  
MEETING - 19 SEPTEMBER 2025**



# Mullewa Bush Fire Advisory Committee Meeting

## Meeting Minutes

<b>Meeting Name</b>	Mullewa Bush Fire Advisory Committee	<b>Meeting No.</b>	2-2025
<b>Meeting Date</b>	19 September 2025		
<b>Meeting Time</b>	2:00pm		
<b>Meeting Location</b>	Chambers Room, Mullewa District Office		
<b>Attendees</b>	Mayor Jerry Clune	<b>By Invitation</b>	
	Cr Aaron Horsman	<b>Leave of Absence</b>	
	Cr Michael Librizzi	<b>Distribution</b>	
	Daniel Critch - Deputy Chief Bushfire Control Officer		
	Gerard Rowe - Mullewa South Bushfire Brigade Captain		
	Aaron Halliday – CGG, Training Officer		
	Andy Gaze – CGG, Manager Regulatory Services		
	Brendan Weir - Tenindewa Bush Fire Control Officer		
	Craig Moran - Mullewa Central Bush Fire Brigade		
	Darren Simmons - Mullewa District Office Manager		
	Trevor Jones – DBCA, District Fire Coordinator		
	Mark Teale – Department of Fire and Emergency Services		
	Murray Preston - Casuarinas Bush Fire Brigade		
	Murray Smith - CGG, Coordinator Emergency Management		
	Neil Johnstone - Chief Bush Fire Control Officer		
	Tony Crudeli - Mullewa Volunteer Fire and Rescue Service		
<b>Apologies</b>	Heath Martin – CGG, Director of Development Services		
<b>Absent</b>	Zac Grima - Tardun/Pindar Bush Fire Control Officer		
<b>Purpose of Committee</b>	<p>The City of Greater Geraldton Bush Fire Advisory Committees are formally appointed Committees of Council established under section 5.8 of the <i>Local Government Act 1995</i>, and are responsible to that body.</p> <p>The City of Greater Geraldton Bush Fire Advisory Committees provide advice regarding:</p> <ul style="list-style-type: none"> <li>• Matters relating to the preventing, controlling and extinguishing of bush fires;</li> <li>• Planning layout of fire breaks in the district;</li> <li>• Prosecutions for breaches of the <i>Bush Fires Act 1954</i>;</li> <li>• The formation of Brigades; and</li> <li>• Coordination and cooperation between Brigades and Agents.</li> </ul> <p>Refer to <a href="#">Committee Book</a></p>		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.

[Meeting Procedures Local Law 2011](#)

[Council Policy 4.4. Operation of Advisory Committees-V4](#)

[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

## 1 Declaration Of Opening

Presiding Member, Mayor Clune declared the meeting open at 2:01pm.

## 2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

## 3 Welcome & Apologies

The Presiding Member welcomed the members and registered apologies were noted from:

- Heath Martin – CGG, A/Director of Development Services

## 4 Disclosure of Interests

Nil.

## 5 Minutes of Previous Meeting

### Committee Recommendation:

RECOMMENDED that the minutes of the Mullewa Bush Fire Advisory Committee meeting held on 20 March 2025 as previously circulated, be adopted as a true and correct record of proceedings.

### COMMITTEE DECISION:

#### MOVED CR LIBRIZZI, SECONDED CR HORSMAN

RECOMMEND that the minutes of the Mullewa Bush Fire Advisory Committee meeting held on 20 March 2025 as previously circulated, be adopted as a true and correct record of proceedings.

**CARRIED 5/5**

Not Voted: **0**

Against Votes: **0**

For Votes: **5**

Name	Vote (For or Against)
Mayor Clune	FOR
Cr. Horsman	FOR
Cr. Librizzi	FOR
Daniel Critch Deputy Chief Bushfire Control Officer	FOR
Gerard Rowe Mullewa South Bushfire Brigade Captain	FOR

## 6 PRESENTATION: DFES State Hazard Plan Fire Comprehensive Review 2024/25 - M Teale

- Refer to attachment for full details.
- Discussion Points:
  - Spontaneous volunteers must meet minimum training requirements; this can include agencies like Western Power, WaterCorp, traffic controllers etc.
  - Farmers are encouraged to include rural firefighting skills in farm inductions to ensure spontaneous volunteers are prepared to assist during fires.
  - The new State Hazard Plan recognises landowners as employers.
  - **NOTED**: there is no specific requirement in the Plan for when a training refresher is needed; each landowner/employer should determine refresher needs based on their business and employee needs.
  - **NOTED**: most untrained individuals are asked to leave, but tracking their whereabouts is difficult.
  - **NOTED**: Incident tenure structure is unchanged, but handover now requires a stricter documented process.
  - DFES Regional Duty Coordinator number is 1800 317 555.
  - New DFES directory is coming soon.
  - **ACTION**: Neil to discuss with Deputy Chief Bushfire Control Officer appropriate message for the City to include with the link to the Rural Fire Awareness training via SMS to the Fireban and WhatsApp groups to reach landowners directly.

## 7 Agency and Brigade Updates

### 7.1 Chief Bush Fire Control Officer – N Johnstone

- Refer to attachment – CBFCO Report September 2025.
- Discussion Points:
  - New tanks are 200,000L. Casuarinas tank will be filled by tanker initially; future grants and a nearby bore are being considered for water supply.
  - Aircraft will be staying until mid-December in support of harvest.
- **NOTED**: Restricted burning starts Monday; next week is expected to have high fire danger.

### 7.2 CGG Coordinator Emergency Management – M Smith

- No additional update.

### 7.3 Department of Fire and Emergency Services

- Refer to attachment for full details - DFES Report September 2025.
- Another fleet of standby trucks, including a 10,000L tanker, will be deployed in the region for larger fires or breakdowns.
- Brigades are encouraged to review available trucks as devices fall due for renewal - check the catalogue.
- DFES mitigation will start soon; currently delayed by wet conditions.
- To request water bombers, contact the DFES Regional Duty Coordinator
- Bombers are here to support harvest - request a ground controller if no trained staff are available to avoid redirection.
- Bushfire exercise in Geraldton next month - participation welcomed.

### 7.4 Department of Biodiversity, Conservation & Attraction

- DBCA Region Duty Officer Number 0429 640 916.
- Refer to attachment for full details – DBCA Report September 2025.
- Water Bomber aircraft will arrive 31 October and stay through mid-December.

- If you don't have adequately trained staff, please request a ground controller; last year, some bombers had to dump water due to inadequate ground control.
- Request the bombers as soon as the need arises, as there can be delays activating pilots, loading planes and getting to the fire ground.
- **NOTED:** Bombers can return for major incidents after departure, subject to approved requests.

#### **7.5 Mullewa Central Bush Fire Brigade**

- Nothing to report.

#### **7.6 Mullewa Volunteer Fire and Rescue**

- Incident response training underway.
- Lots of vehicle movement, but all have stayed upright thus far.

#### **7.7 Mullewa South Bush Fire Brigade**

- Nothing to report.

#### **7.8 Tenindewa Bush Fire Brigade**

- Nothing to report.

#### **7.9 Pindar/Tardun Bush Fire Brigade**

- Not present, no report received.

#### **7.10 Casuarina Bush Fire Brigade**

- Nothing to report.

### **8 General Business**

#### **8.1 Upcoming Election – Mayor Clune**

- Council will reduce from 11 to 9.
- All committees will be reviewed; this committee is legislated to continue under the *Bush Fires Act 1954*.
- Greenough and Mullewa zones are proposed to be merged into one committee.
- This change aims to ease the workload on committee administration and the reduced Council.
- Brigade management is currently at its best; meetings are no longer needed for operational matters, but will focus on strategic updates.
- **NOTED:** BFACs are now perceived as less local due to their size, though the professionalism of the new meeting structure is appreciated.

#### **8.2 Seasonal Worker Training – Murray Preston**

- Would like there to be tailored training courses for seasonal workers.
- Rural Fire Awareness training may be too advanced for some seasonal workers.
- City can provide local training, but seasonal workers often arrive late in the season meaning there is inadequate time for training.

### **9 Date of next meeting**

To be confirmed post the 2025 Local Government election.

### **10 Close**

There being no further business the Presiding Member closed the meeting at 2:55pm.

**ATTACHMENT:**

**ITEM NO. 10.1 CBFCO REPORT - 18  
MARCH 2026**



## CBFCO report BFAC 18/03/2026

# 98 incidents attended from 1<sup>st</sup> of July.

# Hypha units are being installed in all CGG appliances over the next few weeks.  
We can turn the units on and off remotely in the off season.

# Major incident Green street / Waggrakine fire. Brigades that assisted Moonyoonooka, Cape Burney, Waggrakine, Mullewa South, Mullewa Central, Tenindewa.  
Great turn out from the Citys brigades.

Brigades have been busy for the last week with the Dongara fire and several local incidents. 3 units are attending this afternoon due to a breakout.

# New tanks are being installed at Wicherina and Casuarinas.



**ATTACHMENT:**

**ITEM NO. 10.5 CAPE BURNEY BFB  
REPORT - 18 MARCH 2026**



## Cape Burney's BFAC report 2026

Since July 1<sup>st</sup> Cape Burney has attended 22 calls , having spent around 106 hours operational, with most of these hours spent at the green st fire and springfield fire.

We have 13 members with 11 of them active , 3 of those are still relatively new but show a lot of promise .

On the training side of things , as the fire season is coming to a close a few of our members have expressed some interest in taking up Dfes with a few courses.

As some may of heard we had a sausage sizzle at bunning with mixed results .

On the equipment side of things we have purchased 4 new uhf cb handheld radios and a Marque , we also received a tablet and starlink for our truck thanks to the city for acquiring them.



**ATTACHMENT:**

**ITEM NO. 10.7 MOONYOONOOKA BFB  
REPORT - 18 MARCH 2026**



# Moonyoonooka Bushfire Brigade - BFAC March 2026

## Membership:

We currently have thirty-seven (37) active members, with two new members who completed their training last weekend attending the Dongara fire as their first exposure to active firefighting. (their PPC is now not so clean)

## Incidents:

The brigade has attended approximately fifty (50) incidents so far, this financial year, from small scrub fires to large multi shift incidents, such as the recent Dongara fire on the weekend.

Throughout these incidents the timely arrival of machinery to create mineral earth breaks made the difference between being able to contain and control the fire in a reasonable timeframe and having an extended campaign with many more hectares burnt. Its continued availability through agreements or contracts is essential to incident containment.

## Equipment:

All appliances have made it through the season without any major issues and have been supplemented with a high season 1.4 for most of the season, which has now been replaced with a high season 2.4.

The addition of a 2.4 to our fleet with its extra water capacity has been welcomed and should the opportunity present itself next year it would be preferred to the 1.4 appliance.

The addition of the Starlink equipment that has being fitted to the appliances this week is welcomed, providing enhanced communication, mapping and safety for crews.

## CGG:

I would once again like to thank the city for their continued commitment to providing equipment, training and support to the brigade when required.