



SHIRE OF
HARVEY



Bush Fire Advisory Committee Meeting **Minutes**

Harvey Hills/SES Complex
Monday, 18 May 2026
7.30pm

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Bush Fire Advisory Committee Minutes

Minutes of the meeting of the Bush Fire Advisory Committee held on Monday, 18 May 2026, in the Harvey Hills/SES Complex, Harper Street, Harvey commencing at 7.30pm.

Committee Membership – Voting

Chairperson	Cr.	John	Bromham
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Brigade Delegates:

Myalup (Chief Bush Fire Control Officer)	Mr.	Wayne	Jackson
Binningup	Mr.	David	Pryce
Cookernup	Mr.	Jayden	Marinelli
Leschenault	Mr.	Jacob	Clark
Harvey Hills/Benger (DCBFCO North)	Mr.	Vaughn	Byrd
Uduc	Mr.	Todd	Verrall
Roelands/Olive Hills/Brunswick (DCBFCO South)	Mr.	Max	Van Weert

Committee Membership – Non-Voting

Acting Manager Waste and Safety Services	Mr.	Harrison	Hansen
Bushfire Risk Mitigation Coordinator	Mrs.	Kaitlin	Southgate
Community Emergency Services Officer	Mr.	Nick	Mellowship
Department Fire & Emergency Services	Mr.	Ricky	Southgate
Department of Biodiversity Conservation & Attractions	Mr.	Darren	Harvey

Observers

Cr. Laurie Morley

1 Official Opening

The Chairperson, Cr. John Bromham, opened the meeting at 7:30pm.

2 Record of Apologies and Leave of Absence

Apology: Mr. Haydn Jones, Manager Waste and Safety Services

Apology: Mr. Matthew Anzellino, Yarloop Volunteer Bushfire Brigade

3 Declarations of Members' and Officers' Personal Interest

Cr John Bromham declared an impartiality interest in Item 5.5 – 2026 – 2027 Firebreak Notice and Bush Fire Information. Cr. Bromham owns land greater than 5,000m² which may be affected by the proposed changes.

4 Confirmation of Minutes

The Minutes of the Bush Fire Advisory Committee Meeting held on Monday 17 November 2025, are attached hereto (**Refer to Attachment 4.1.1**).

Recommendation

That the Minutes of the Bush Fire Advisory Committee meeting held on Monday 17 November 2025, as attached, be confirmed as a true and correct record.

Moved: Mr. Max Van Weert

Seconded: Mr. Jacob Clarke

That the Minutes of the Bush Fire Advisory Committee meeting held on Monday 17 November 2025 as printed be confirmed as a true and correct record.

Carried 7-0 26/01

Business Arising from Minutes – 17 November 2025

Item 7.2 – Vehicle and Telephone Reimbursement – Fire Control Officers

Mr. Wayne Jackson raised the matter of reimbursement for Fire Control Officer fuel expenses.

Shire Staff advised that provision for these expenses has been included within the Shire's 2026 – 2027 Budget.

5 Officer's Reports

Item No.:	5.1
Subject:	2026 – 2027 Appointment of Volunteer Bush Fire Brigade Fire Control Officers
Proponent:	Shire of Harvey
Location:	Various
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	F/10/00019
Attachments:	Nil

Summary

Council is required in accordance with the *Bush Fires Act 1954* and its Bush Fire Brigades Local Law 2017 to appoint nominated Fire Control Officers (FCO's).

Background

Local Volunteer Bush Fire Brigades were required to submit to this meeting, persons nominated by their brigade for the position of FCO within the various brigade areas.

Brigade/Area	Current FCO's 2025 – 2026
Australind Townsite/Leschenault, Parkfield and Wellesley	Mr. Jacob Clark
Binningup, Parkfield and Wellesley	Mr. Jacob Clark
Myalup	Mr. Wayne Jackson
Yarloop and Hoffman	Mr. Vaughn Byrd
Uduc	Mr. Todd Verrall
Brunswick/Roelands/Olive Hills and Brunswick Townsite	Mr. Max Van Weert
Harvey Hills, Bengier and Harvey Townsite	Mr. Vaughn Byrd
Cookernup and Hoffman	Mr. Jayden Marinelli

Statutory/Policy Environment

Bush Fires Act 1954 Section 38 (1) – Power to Appoint Fire Control Officers.

Bush Fire Brigades Local Law 2017: Clause 3.7 relates to the appointment of these positions.

Comment

Brigade/Area	Nominations 2026 – 2027
Australind Townsite/Leschenault, Parkfield and Wellesley	Mr. Jacob Clark
Binningup, Parkfield and Wellesley	Mr. Jacob Clark
Myalup	Mr. Wayne Jackson
Yarloop and Hoffman	Mr. Matthew Anzellino
Uduc	Mr. Todd Verrall
Brunswick/Roelands/Olive Hills and Brunswick Townsite	Mr. Max Van Weert
Harvey Hills, Bengier and Harvey Townsite	Mr. Vaughn Byrd
Cookernup and Hoffman	Mr. Jaydn Marinelli

Nominations should only be accepted if the nominee is suitably qualified and trained to hold that position, as a requirement of Policy 2.3.14 – Bush Fire Personnel (Minimum training Standards).

Any nominees that do not meet these training standards are required to complete the training prior the start of the 2026–2027 Restricted Burning Period, by agreement with the Chief Executive Officer.

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*
- Objective 2.3 Active and resilient community groups and volunteers.*

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Safety and Security Practices** and **Failure to Fulfil Compliance Requirements**. The consequence is assessed as **Health or Compliance** with a rating of **Major** if Council were to accept an untrained or unqualified persons for a responsible Bush Fire Position. The Likelihood of this is **Rare**, resulting in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council appoints the following persons as Fire Control Officers for the 2026 – 2027 bush fire season:

Brigade/Area	Nomination 2026 – 2027
Australind Townsite/Leschenault, Parkfield and Wellesley	Mr. Jacob Clark
Binningup, Parkfield and Wellesley	Mr. Jacob Clark
Myalup	Mr. Wayne Jackson
Yarloop and Hoffman	Mr. Matthew Anzellino
Uduc	Mr. Todd Verrall
Brunswick/Roelands/Olive Hills and Brunswick Townsite	Mr. Max Van Weert
Harvey Hills, Bengier and Harvey Townsite	Mr. Vaughn Byrd
Cookernup and Hoffman	Mr. Jaydn Marinelli

Moved: Mr. Todd Verrall

Seconded: Mr. Jaydn Marinelli

That Council appoints the following persons as Fire Control Officers for the 2026 – 2027 bush fire season and that the Hoffman district be removed from the locality listing: -

Brigade/Area	Nomination 2026 – 2027
Australind Townsite/Leschenault, Parkfield and Wellesley	Mr. Jacob Clark
Binningup, Parkfield and Wellesley	Mr. Jacob Clark
Myalup	Mr. Wayne Jackson
Yarloop	Mr. Matthew Anzellino
Uduc	Mr. Todd Verrall
Brunswick/Roelands/Olive Hills and Brunswick Townsite	Mr. Max Van Weert
Harvey Hills, Bengier and Harvey Townsite	Mr. Vaughn Byrd
Cookernup	Mr. Jaydn Marinelli

Carried 7- 0 26/02

Item No.:	5.2
Subject:	2026 – 2027 Appointment of Volunteer Bush Fire Brigade Office Bearers
Proponent:	Shire of Harvey
Location:	Various
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	F/10/00019
Attachments:	Nil

Summary

The Shire has, in accordance with the *Bush Fires Act 1954*, and with reference to the Bush Fire Brigades' Local Law, appointed a Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers (South and North), Shire Bush Fire Training Coordinator and other Fire Control Officers as deemed necessary.

Background

The following is a schedule of current appointments:

- Chief Bush Fire Control Officer Mr. Wayne Jackson
- Deputy Chief Bush Fire Control Officer (South) Mr. Max Van Weert
- Deputy Chief Bush Fire Control Officer (North) Mr. Vaughn Byrd
- Shire of Harvey Bush Fire Training Coordinator Mr. Wayne Jackson

Comment

The nominations for the following positions are:

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer (South)
- Deputy Chief Bush Fire Control Officer (North)
- Shire of Harvey Bush Fire Training Coordinator

Statutory/Policy Environment

Bush Fire Act 1954; Section 38(1) — Powers to appoint Officers and determine seniority.

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Safety and Security Practices** and **Failure to Fulfil Compliance Requirements**. The consequence is assessed as **Health or Compliance** with a rating of **Major** if Council was to accept an untrained or unqualified persons for a responsible Bush Fire Position or not follow legislative requirements. The Likelihood of this is **Rare**, resulting in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council appoints the following persons to these positions for the 2026 – 2027 bush fire season:

1. Chief Fire Control Officer
2. Deputy Chief Fire Control Officer (South)
3. Deputy Chief Fire Control Officer (North)
4. Shire of Harvey Bush Fire Training Coordinator.

6.1 Chief Bush Fire Control Officer

Mr. Max Van Weert nominated Mr. Wayne Jackson for the position of Chief Bush Fire Control Officer.

Moved: Mr. Max Van Weert Seconded: Mr. David Pryce

That Mr. Wayne Jackson be nominated for the position of Chief Bush Fire Control Officer for the 2026 – 2027 bush fire season.

Carried 7-0 26/03

There being no further nominations, Mr. Wayne Jackson was declared Chief Bush Fire Control Officer for the 2026 – 2027 bush fire season.

6.2 Deputy Chief Bush Fire Control Officer – South

Mr. Jacob Clark nominated Mr. Max Van Weert for the position of Deputy Chief Bush Fire Control Officer – South.

Moved: Mr. Jacob Clark Seconded: Mr. Wayne Jackson

That Mr. Max Van Weert be nominated for the position of Deputy Chief Bush Fire Control Officer – South for the 2026 – 2027 bush fire season.

Carried 7-0 26/03

There being no further nominations, Mr. Max Van Weert was declared Deputy Chief Bush Fire Control Officer – South for the 2026 – 2027 bush fire season.

6.3 Deputy Chief Bush Fire Control Officer – North

Mr. Max Van Weert nominated Mr. Vaughn Byrd for the position of Deputy Chief Bush Fire Control Officer – North.

Moved: Mr. Max Van Weert Seconded: Mr. Todd Verrall

That Mr. Vaughn Byrd be nominated for the position of Deputy Chief Bush Fire Control Officer – North for the 2026 – 2027 bush fire season.

Carried 7-0 26/04

There being no further nominations, Mr. Vaughn Byrd was declared Deputy Chief Bush Fire Control Officer – North for the 2026 – 2027 bush fire season.

6.4 Shire Training Coordinator

Mr. Wayne Jackson nominated Mr. Travis Holt for the position of Shire of Harvey Bush Fire Training Coordinator.

Moved: Mr. Wayne Jackson Seconded: Mr. Max Van Weert

That Mr. Travis Holt be nominated for the position of Shire of Harvey Bush Fire Training Coordinator for the 2026 – 2027 bush fire season.

Carried 7-0 26/05

There being no further nominations Mr. Travis Holt was elected for the position of Shire of Harvey Bush Fire Training Coordinator for the 2026 – 2027 bush fire season.

Item No.:	5.3
Subject:	2026 – 2027 Appointment of Volunteer Bush Fire Brigade Delegates to the Bush Fire Advisory Committee
Proponent:	Shire of Harvey
Location:	Various
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	F/10/00019
Attachments:	Nil

Summary

Clause 3.10 of the Shire's Bush Fire Brigades Local Law 2017 requires Brigades to appoint a member to represent Brigades at the Bush Fire Advisory Committee (BFAC) Meetings. A proxy member should also be appointed should the elected representative be unable to attend the meetings.

Background

The appointed Brigade representative is the member who has a vote at the BFAC Meetings.

The Brigade representative to the BFAC will be the Fire Control Officer (FCO) for that Brigade. If a Brigade is unable to nominate a FCO and one is appointed by the Shire from the existing FCO's, then by default the Brigade representative to the BFAC will be the Captain or the next highest ranked Officer.

The Brigade proxy to the BFAC is the Captain for each Brigade or next highest ranked Officer.

Brigades are requested to elect the representatives at their Annual General Meetings and advise the Shire prior to the next BFAC Meeting to be held Monday 18 May 2026.

Comment

The current representatives and proxies for each Brigade are listed hereunder: -

Brigade	Representative	Proxy
Binningup	Mr. David Pryce	Mr. Dario Nandapi
Brunswick Olive Hills/Roelands	Mr. Max Van Weert	Mr. Luke Wright
Cookernup	Mr. Jayden Marinelli	Mr. Kerry Argent
Harvey Hills/Benger	Mr. Vaughn Byrd	Mr. Steve Watt
Leschenault	Mr. Jacob Clark	Mr. Michael Papalia
Myalup	Mr. Wayne Jackson	Mr. Paul Reynolds
Uduc	Mr. Todd Verrall	Mr. Andrew Mapstone
Yarloop	Mr. Matthew Anzellino	Mr. Roger Harrison

Statutory/Policy Environment

The Shire of Harvey's Bush Fire Brigade Local Law 2017; Clauses 3.10, 3.11 and 3.12 relate to Brigade delegate appointments to the BFAC.

Strategic Framework2

The Shire's Strategic Community Plan 2021 – 2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*
- Objective 2.3 Active and resilient community groups and volunteers.*

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Safety and Security Practices** and **Failure to Fulfil Compliance Requirements**. The consequence is assessed as **Health** or **Compliance** with a rating of **Major** if Council were to accept an untrained or unqualified persons for a responsible Bush Fire Position. The Likelihood of this is **Rare**, resulting in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council appoints the following persons as Bush Fire Advisory Committee Meeting representatives for the Shire of Harvey 2026 – 2027 bush fire season.

Brigade	Representative	Proxy
Binningup	Mr. David Pryce	Mr. Dario Nandapi
Brunswick/Olive Hills Roelands	Mr. Max Van Weert	Mr. Luke Wright
Cookernup	Mr. Jaydn Marinelli	Mr. Kerry Argent
Harvey Hills/Benger	Mr. Vaughn Byrd	Mr. Steve Watt
Leschenault	Mr. Jacob Clark	Mr. Michael Papalia

Myalup	Mr. Wayne Jackson	Mr. Paul Reynolds
Uduc	Mr. Todd Verrall	Mr. Andrew Mapstone
Yarloop	Mr. Matthew Anzellino	Mr. Roger Harrison

Moved: Mr. Wayne Jackson

Seconded: Mr. Vaughn Byrd

That Council appoints the following persons as Bush Fire Advisory Committee Meeting representatives for the Shire of Harvey 2026 – 2027 bush fire season.

Brigade	Representative	Proxy
Binningup	Mr. David Pryce	Mr. Dario Nandapi
Brunswick/Olive Hills Roelands	Mr. Max Van Weert	Mr. Luke Wright
Cookernup	Mr. Jaydn Marinelli	Mr. Kerry Argent
Harvey Hills/Benger	Mr. Vaughn Byrd	Mr. Steve Watt
Leschenault	Mr. Jacob Clark	Mr. Michael Papalia
Myalup	Mr. Wayne Jackson	Mr. Paul Reynolds
Uduc	Mr. Todd Verrall	Mr. Andrew Mapstone
Yarloop	Mr. Matthew Anzellino	Mr. Roger Harrison

Carried 7-0 26/06

Item No.:	5.4
Subject:	Provision of General Brigade Information 2026 – 2027
Proponent:	Shire of Harvey
Location:	
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	F/10/00019
Attachments:	Nil

Summary

Brigades are required forward a copy of the Minutes of the Annual General Meeting of the Bush Fire Brigade to the Chief Bush Fire Control Officer within one month after the meeting.

Background

Brigades are required in accordance with the Shire of Harvey's *Bush Fire Brigades Local Law 2017* to provide copies of the following:

- Annual General Meeting Minutes
- Financial Statements
- Equipment Schedule.

These Minutes are to be tabled at the next Bush Fire Advisory Committee meeting or Local government, if there is no Bush Fire Advisory Committee.

Comment

Brigades are again requested to supply this information prior to the Bush Fire Advisory Committee Meeting to be held on Monday 18 May 2026.

Statutory/Policy Environment

Bush Fire Brigades Local Law 2017, Clauses 3.7, 3.9 and 6.3 details the information to be provided on an annual basis

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2031, states:

- | | |
|----------------------|--|
| <i>Goal 2:</i> | <i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i> |
| <i>Objective 2.1</i> | <i>To support people through all stages of life.</i> |
| <i>Objective 2.2</i> | <i>Create a community where people are safe.</i> |
| <i>Goal 5:</i> | <i>A representative leadership that is future thinking, transparent and accountable.</i> |
| <i>Objective 5.1</i> | <i>Effective communication and engagement with the community.</i> |

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is ***Failure to fulfil Compliance Requirements***. The Consequence is assessed as ***Compliance” (Local Law)*** with a rating of ***Minor***, and a Likelihood of ***Unlikely***, resulting in a ***LOW*** risk being present.

Budget Implications

Nil.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council receives the General Brigade Information supplied by the Shire’s Volunteer Bush Fire Brigades, as attached (***Confidential Attachment 1***).

Moved: Mr. Max Van Weert Seconded: Mr. Todd Verrall

That Council receives the General Brigade Information supplied by the Shire’s Bush Fire Brigades, as attached (*Refer Confidential Attachment 5.4*).

Carried 7-0

26/07

Item No.:	5.5
Subject:	2026 – 2027 Firebreak Notice and Bush Fire Information
Proponent:	Shire of Harvey
Location:	Various
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	F/10/00019
Attachments:	Nil

Summary

The Shire's Firebreak Notice and Bush Fire Information brochure is to be reviewed annually.

Background

The Shire's Firebreak Notice requires landowners and occupiers to undertake fire prevention works in accordance with the requirements of the Notice to assist in preventing the outbreak, spread, or extension of bush fires.

Previous Firebreak Notices, including the 2025–2026 Shire of Harvey Firebreak Notice, have specified fire prevention requirements based on both land zoning and land size. In recent years, local governments have progressively moved away from referencing land zoning classifications and have instead focused on land size as the primary basis for determining fire prevention requirements.

The Shire of Harvey has recently adopted an updated Local Planning Scheme, which has resulted in changes to a number of zoning classifications, including the change of the "Special Residential" zone. The updated Scheme also renames several zones and reserves to align with the State Planning Framework and improve consistency across planning instruments.

The key changes between the previous and current zoning classifications are summarised below:

Previous Scheme	New Scheme
Residential Development	Urban Development
Special Residential	Residential (with an R-Code)
Special Rural	Rural Residential
General Farming	Rural
Intensive Farming	Priority Agriculture

Special Residential

Properties previously zoned "Special Residential" are now classified as "Residential" under the updated Local Planning Scheme and are subject to the Residential Design Codes (R-Codes).

The R-Codes are a State Planning Policy that establish development standards for residential land, including building setbacks, site coverage, and boundary clearances. Development requirements vary depending on the applicable density coding, which ranges from R2 to R80.

Firebreak Notice requirements vary across local governments, with some continuing to apply traditional land size thresholds, based on half-acre and one-acre lots (2,024m² and 4,048m²), while others have transitioned to land size categories aligned with the Residential Design Codes (R-Codes) and metric-based measurements, such as 5,000m².

Comment

In addressing the updated Local Planning Scheme changes and considering the R-Code setbacks, it was considered that the following changes to the 2026–2027 Shire of Harvey Firebreak Notice.

All land greater than 5,000 m²:

- A three (3) metre wide firebreak, with a four (4) metre vertical clearance, shall be constructed and maintained as close as practicable inside the property boundary, but no more than ten (10) metres from the boundary, around the entire perimeter of the property.
- A three (3) metre wide firebreak with a four (4) metre vertical clearance shall be constructed and maintained immediately surrounding all outbuildings, sheds, haystacks and groups of buildings situated on the land.
- A three (3) metre wide driveway with a four (4) metre vertical clearance shall be installed and maintained.

All land 5,000 m² or less:

- All flammable matter on the entire property (not including living trees, shrubs, plants and reticulated lawns under cultivation) shall be reduced and maintained to a height of less than five (5) centimetres.
- three (3) metre wide driveway with a four (4) metre vertical clearance shall be installed and maintained.

Key Changes Between the 2025–2026 and Proposed 2026–2027 Firebreak Notice

The proposed 2026–2027 Shire of Harvey Firebreak Notice introduces a simplified and more consistent approach by removing references to land zoning classifications and instead applying requirements based solely on land size.

Under the 2025–2026 Firebreak Notice, requirements differed depending on zoning categories such as “Residential”, “Special Residential”, and “Rural” land. The proposed 2026–2027 Notice replaces this with two clear land size categories: properties greater than 5,000m² and properties 5,000m² or less.

The key changes are summarised below:

- Removal of references to Residential, Special Residential, and Rural zoning classifications.
- Introduction of a uniform land size threshold of 5,000m².
- Increase in the minimum firebreak width for larger properties from 2 metres to 3 metres.

- Increase in the permitted distance of perimeter firebreaks from property boundaries from 6 metres to 10 metres.
- Introduction of a mandatory three (3) metre wide driveway clearance requirement with 4 metre vertical clearance for all properties.
- Retention of vegetation management requirements for smaller residential style lots, requiring flammable material to be maintained below 5 centimetres in height.

The proposed changes aim to improve consistency, simplify compliance requirements for landowners, and better align the Firebreak Notice with contemporary Local Government practices and the Shire's updated Local Planning Scheme.

Consultation

Consultation has been undertaken with key stakeholders, including the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officers. A key issue raised during consultation related to existing properties that may require additional vegetation clearing to accommodate the proposed increase in firebreak width from the historical two (2) metres to three (3) metres, particularly within the Leschenault area. Approximately 240 properties in Leschenault exceed 5,000m² and may be affected by the proposed change in firebreak width requirements.

It should be noted that variations to the Firebreak Notice requirements may be considered where compliance with the prescribed standards is impractical. In such cases, approval may be granted for alternative firebreak alignments or alternative fire hazard reduction measures where these are considered to adequately mitigate bush fire risk.

Given the significance of the proposed changes, a comprehensive public education and communication campaign will be required to ensure landowners are informed of the new requirements and their obligations under the revised Firebreak Notice.

2026–2027 Burning Periods:

- Restricted: 2 November 2026 – 14 December 2026 (midnight)
- Prohibited: 15 December 2026 to 14 March 2027 (midnight)
- Restricted: 15 March 2027 to 15 May 2027 (midnight).

A final draft will be circulated to all brigades before final print.

Statutory/Policy Environment

Section 33 of the *Bush Fires Act 1954* empowers local governments to require landowners or occupiers to establish and maintain firebreaks and undertake other fire prevention measures on their properties. This provision forms the legal basis for issuing annual Firebreak Notices, which outline the specific requirements to reduce bush fire risks within the Shire.

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*

- Objective 2.3* *Active and resilient community groups and volunteers.*
- Goal 5:* *A representative leadership that is future thinking, transparent and accountable.*
- Objective 5.1* *Effective communication and engagement with the community.*

Community Engagement

Community Participation Goal

Consult: To provide the public feedback on analysis, alternatives and/or decisions.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Safety and Security Practices** and **Failure to Fulfil Compliance Requirements**. The consequence is assessed as **Health** or **Compliance** with rating of **Major** if Firebreak Notice and Bush Fire Information Brochure was not reviewed and implemented correctly. The Likelihood of this is **Rare**, resulting in a **Low** risk being present. Both risks will be mitigated through reviewing by suitably qualified Officers.

Budget Implications

There will be costs associated with the production of the Firebreak Notice.

Authority/Discretion

Legislative: Includes adopting local laws, town planning schemes and policies. It is also when Council reviews decisions made by Officers.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Endorses the Firebreak Notice changes proposed for the 2026 – 2027 Notice.

All land greater than 5,000m²:

- A three (3) metre wide firebreak with a four (4) metre vertical clearance shall be constructed and maintained as close as practicable inside the property boundary, but no more than ten (10) metres from the boundary, around the entire perimeter of the property.
- A three (3) metre wide firebreak with a four (4) metre vertical clearance shall be constructed and maintained immediately surrounding all outbuildings, sheds, haystacks and groups of buildings situated on the land.

- A three (3) metre wide driveway with a four (4) metre vertical clearance shall be installed and maintained.

All land 5,000m² or less:

- All flammable matter on the entire property (not including living trees, shrubs, plants and reticulated lawns under cultivation) shall be reduced and maintained to a height of less than five (5) centimetres.
- A three (3) metre wide driveway with a four (4) metre vertical clearance shall be installed and maintained.

2. Endorses the 2026 – 2027 Burning Periods for the Shire of Harvey:

- Restricted: 2 November 2026 – 14 December 2026 (midnight)
- Prohibited: 15 December 2026 to 14 March 2027 (midnight)
- Restricted: 15 March 2027 to 15 May 2027 (midnight)

That Council:

1. **Endorses the Firebreak Notice changes proposed for the 2026 – 2027 Notice.**

All land greater than 5,000m²:

- **A three (3) metre wide firebreak with a four (4) metre vertical clearance shall be constructed and maintained as close as practicable inside the property boundary, but no more than ten (10) metres from the boundary, around the entire perimeter of the property.**
- **A three (3) metre wide firebreak with a four (4) metre vertical clearance shall be constructed and maintained immediately surrounding all outbuildings, sheds, haystacks and groups of buildings situated on the land.**
- **A three (3) metre wide driveway with a four (4) metre vertical clearance shall be installed and maintained.**

All land 5,000m² or less:

- **All flammable matter on the entire property (not including living trees, shrubs, plants and reticulated lawns under cultivation) shall be reduced and maintained to a height of less than five (5) centimetres.**
- **A three (3) metre wide driveway with a four (4) metre vertical clearance shall be installed and maintained.**

2. **Endorses the 2026 – 2027 Burning Periods for the Shire of Harvey:**

- **Restricted: 2 November 2026 – 14 December 2026 (midnight)**
- **Prohibited: 15 December 2026 to 14 March 2027 (midnight)**
- **Restricted: 15 March 2027 to 15 May 2027 (midnight)**

Motion LAPSED due not receiving a mover or seconder. 26/08

Comments:

Mr. Max Van Weert raised concerns regarding the environmental impacts and practicality associated with the removal of additional vegetation, and the potential community impacts resulting from increasing the required width from 2 metres to 3 metres.

Mr. Vaughn Byrd requested that the revised Firebreak Notice include an updated table, clearly identifying land size categories and their associated obligations, including clarification of the transition away from the previous zoning-based requirements.

Alternative Motion

Moved: Mr. Wayne Jackson Seconded: Mr. Max Van Weert

- 1. That the proposed amendments to the 2026 – 2027 Firebreak Notice and Bush Fire Information be endorsed following further review by the Manager Waste Safety Services and the Chief Bushfire Control Officer.**
- 2 Endorses the 2026 – 2027 Burning Periods for the Shire of Harvey: -**
 - Restricted: 2 November 2026 – 14 December 2026 (midnight)**
 - Prohibited: 15 December 2026 to 14 March 2027 (midnight)**
 - Restricted: 15 March 2027 to 15 May 2027 (midnight).**

Carried 7- 0 26/09

6 Committee Member's Reports

6.1 Chief Bush Fire Control Officer

The Chief Bush Fire Control Officer, Mr. Wayne Jackson, tabled his report. (*Refer to Attachment 6.1.1*).

6.2 Shire Training Coordinator

The Training Coordinator, Mr. Wayne Jackson, tabled his report (*Refer to Attachment 6.1.2*).

6.3 Department of Fire and Emergency Services (DFES)

The Department of Fire and Emergency Services Report is attached for your information (*Refer to Attachment No. 6.3.1*).

Mr. Nick Mellowship requested clarification regarding the preferred process for reporting potentially deliberately lit fires.

Mr. Ricky Southgate advised that deliberately lit fires should be reported through COMCEN and should not be classified as "suspicious", as this does not initiate the same investigation process.

It was further advised that information relating to deliberately lit fires should be provided to the District Officer Wellington or Regional Duty Coordinator.

Where evidence is present at the scene, attendance by WA Police should be requested through COMCEN.

6.4 Department of Biodiversity, Conservation and Attractions (DBCA)

Mr. Darren Harvey tabled his report (*Refer to Attachment No. 6.4.1*).

Mr. Vaughn Byrd commended the Department of Biodiversity, Conservation and Attractions for the provision of machinery and equipment when required during fire response operations.

6.5 Community Emergency Services Manager (CESM)

The Community Emergency Services Manager's Report is attached for your information (*Refer to Attachment No. 6.5.1*).

Mr. Nick Mellowship spoke on the importance of accurately completing and documenting Incident Reports.

Mr. Wayne Jackson queried the current status of the Bushfire Operational Plans (BOPs). It was advised that Mr. Nick Mellowship has been preparing the BOPs, which are currently under review by the Manager Waste and Safety Services prior to progressing to Governance.

BFAC members requested that the BOPs be presented to the Bush Fire Advisory Committee for review prior to being presented to Council.

Cr. John Bromham requested clarification regarding the process for endorsement and implementation of the BOPs.

Mr. Vaughn Byrd raised concerns regarding the historical implementation of minimum training standards and queried whether implementation of the BOPs would involve greater consultation with brigades.

Mr. Vaughn Byrd also requested that the Local Government Grants Scheme (LGGs) Budget be presented to the BFAC for comment.

6.6 Manager Waste and Community Safety

Nil.

Mr. Haydn Jones, Manager of Waste and Safety Services, is currently on Annual Leave.

6.7 Bush Fire Risk Mitigation Coordinator (BRMC)

The Bush Fire Risk Mitigation Coordinator's amended Report is attached to the Minutes. The amended Report includes the 2026/27 Treatment Program (***Refer to Attachment No. 6.7.1***).

Mr. Vaughn Byrd requested clarification regarding the process associated with the Capacity Assessment currently being undertaken by the Consultant. Ms. Kaitlin Southgate advised that the report would not be amended by the Shire.

Mr. Byrd queried whether funding was available through the Peel Harvey Biodiversity Group (PHBG). Ms. Kaitlin Southgate advised that funding associated with that group is generally directed toward environmental works.

Cr. John Bromham queried whether volunteers holding Fire Control Officer training qualifications could have greater involvement in controlled burns.

Mr. Ricky Southgate requested that brigades endorse a list of Burn Control Officers. Brigade representatives present agreed to this approach.

7 General Business

7.1 Suppression Activities - Volunteer Timeline

Mr. Vaughn Byrd raised concerns regarding the amount of time volunteers are remaining on the fireground following suppression activities, noting that once an area has been deemed safe, ongoing responsibility should revert to the landowner.

7.2 Welfare for Volunteers

Mr. Byrd also raised concerns regarding delays associated with arranging food through the Ranger call process during incidents and queried whether brigades could have direct contact access to Rangers for this purpose. Further discussion occurred regarding control over the distribution of food on the fireground.

7.3 Appreciation – Use of Yarloop Volunteer Bush Fire Brigade Facility

Mr. Ricky Southgate thanked the Shire for making the Yarloop Brigade facility available for recent training activities.

7.4 Youth Ward Program

Cr. John Bromham raised the potential implementation of a youth award program within the brigades.

7.5 Fuel and Burn Notification Cards

Mr. Nick Mellowship reminded brigades to utilise their allocated volunteer fuel card allowances and advised that volunteers should liaise with their respective Captains regarding usage.

Mr. Nick Mellowship also advised that planned burn notification cards have been actioned for creation.

7.6 Name Badges for BFAC Members

Cr. John Bromham requested that name badges be provided for all BFAC members.

8 Next Meeting

The next meeting of the Bush Fire Advisory Committee is to be held on Monday 17 August 2026 at the Harvey Hills/SES Complex Meeting Room, commencing at 7.30pm.

9 Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 8:45pm