



Shire of Tammin

Bushfire Advisory Committee Meeting Minutes

21 September 2026

Notice of Meeting

21 September 2026

Dear Members,

The next Bushfire Advisory Committee Meeting will be held at the Shire of Tammin, Donnan Park Pavillion on Tuesday 21 September 2026 commencing at 5.30pm.

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the Shire of Tammin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Tammin. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

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SHIRE OF TAMMIN

ITEM 1 OPENING & ANNOUNCEMENTS

The Chairperson welcomed everyone to the Meeting and declared the Meeting open at 5.45 pm.

ITEM 2 ATTENDANCE AND APOLOGIES

2.1 Members

Nick Caffell	Chief Bush Fire Control Officer / Chairperson
Brad Jones	Deputy Chief Bush Fire Control Officer
Allan Mills-Heath	Community Emergency Services Manager
Geoff Christison	
Steve Dyer	
Richard Daniels	
Lewis York	
Steele Anderson	
Simone Boccella	
Alex Rogers	
Haydn Dixon	
David Thomson	
Barry Jones	
Michael Packham	
Sam Jones	
Rohan Nicholls	
Clinton Nicholls	
Tanya Nicholls	Deputy President Shire of Tammin
Paul Cagnon	
Oscar York	
Ray Jefferies	
Schaik Coetzer	
Hayden Iles	
Nathan Jefferies	

2.2 Administration

A Malone	Chief Executive Officers
M Silver	Manager of Technical Services
C Redmond	Manager of Finance and Administration

2.3 Observers / Visitors

Nil.

2.4 Apologies

Please forward any apologies if unable to attend. All Agencies are encouraged to have a representative or observer attend this meeting.

As Listed	
Mrs C Thomson	President Shire of Tammin

Ash Mackin
Glenice Bachelor
Fred Bachelor
Tim York
Donald Thomson
Chris Thomson
Dustin McCreery
Tim York
Graham Dixon
Narelle Caffell
Andrew Woodfield

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 14 October 2025 (Copy Attached)

MOVED: David Thomson SECONDED: Barry Jones

That the minutes of the Bush Fire Advisory Committee Meeting Held on 14 October 2025 be confirmed as a true and correct record of that Meeting.

Note: It is noted that a separate Bushfire Brigade AGM has not been held. A combined AGM and BFAC meeting were held at the Shire over previous years and it has been determined this is the most efficient and effective way to hold the AGM and BFAC.

4.2 Business Arising

Nil

ITEM 5 REPORTS

5.1 CBFCO Report

- Report as tabled

5.2 DCBFCO Report

- Nil

5.3 CESM Report

- Ongoing support for the Origo weather system – Quairading and Cunderdin both installing the dashboards to use.
- Business Plan for a permanent bushfire appliance was rejected, however the Shire will make another application for one.
- Minimum training required when on-site for a fire incident (Rural Fire Awareness Training). – Send out via WhatsApp.
- Form handed out for DFES road tag forms.
- FCOs not being notified of incidents by DFES – CESM to follow up. Minimum all FCOs should be notified.

5.4 FCO's Reports

Nil

5.5 Shire Councillor / Staff Report(s)

- Funding – Last year approximately \$13,000, this year is approximately \$22,000 – please request any required items through the CESM.
- Shire is purchasing fire (wool) blankets for units, hazard lights and PPE.
- Seasonal truck has been confirmed for 26-27 season.
- DFES has a new AO, there has been a high turnover of staff within DFES over the previous 12 months.
- Western Power grant application submitted – Origo weather station requested.
- Fire season threat is looking high, particularly on Main Roads and PTA land.
- Townsite risks identified and letter sent to the landowners. The Shire is working with the owners of the Roadhouse to install firebreaks, slash and burn the rear of the lot.
- WhatsApp – Messaging was good however there needs to be less communication for smaller fires eg at homesteads etc. Only large fire near GEH and paddock fires need to be reported.
- Shire's EPA service is available to all volunteers and their family.

5.6 DFES Report

Nil

ITEM 6 CORRESPONDENCE

6.1 Inward

No Correspondence has been received.

6.2 Outgoing

There has been no outgoing correspondence.

ITEM 7 ELECTION OF OFFICER BEARERS

As per the 2020 BFAC Meeting, all those nominated for positions will hold them for a period of 2 years. Election of Office Bearers was undertaken in September 2024. Elections of Office Bearers will be required to be held.

All Current FCO's

Mr D Thomson, Mr G Charlton, Mr H Dixon, Mr T York, Mr O York, Mr C Dixon, Mr L York, Mr N Caffell (CBFCO), Mr B Jones (DCBFCO), and Mr A Mills-Heath (CESM)

It is proposed that:

1. Mr B Jones undertakes the role of Chief Bush Fire Control Officer for a period of two (2) years from the period September 2026 until September 2028.
2. Mr A Mackin undertakes the role of Deputy Chief Bush Fire Control Officer for a period of two (2) years from the period September 2026 until September 2028.

As part of the Bushfire Brigade AGM there is potential to nominate a separate Tammin Bushfire Brigade Captain and Lieutenant. Given the size of the Shire and that there are no

additional brigades in the area, it is proposed that the CBFCO and DCBFCO also act as the Tammin Bushfire Brigade Captain and Lieutenant.

MOVED: Nick Caffell

SECONDED: Haydn Dixon

1. Appoint Mr A Mackin and Mr C Thomson as FCO's to the Bushfire Brigade.
2. Appoint Mr B Jones undertakes the role of Chief Bush Fire Control Officer for a period of two (2) years from the period September 2026 until September 2028.
3. Appoint Mr A Mackin undertakes the role of Deputy Chief Bush Fire Control Officer for a period of two (2) years from the period September 2026 until September 2028.
4. That the CBFCO and DCBFCO also act as the Tammin Bushfire Brigade Captain and Lieutenant.

Mr Nick Caffell handed over the meeting to the new Chief Bush Fire Control Officer Mr B Jones.

ITEM 8 DISCUSSION POINTS

7.1 **Post Season Debrief**

Mr B Jones provided a debrief of major fire events of the 25-26 fire season.

Major learnings:

- Don't presume 000 has been called. Post it to WhatsApp when 000 is called.
- Report to WhatsApp when attending and leaving a fire.
- Communication is critical.
- Need to CESM, Chief and Deputy to step back from fire in certain instances to view and manage with an external viewpoint.
- Need for prioritising sectoring and ensuring appropriate coverage of the fire zone. Cres should not become isolated, and support needs to be provided.
- Appropriate responses and training through LEMC
- Road closure and communication by police where required was poor.

Major fire incident November 2025

- 2 fire simultaneously
- Overall fire was well managed. No loss of significant infrastructure.
- Fantastic response from whole shire and supporting crews.
- Communications are critical.
- Road closure and communication with/ from police was problematic.
- Prospector also came through fire zone.
- Always learning from significant fire events – full debrief occurred.
- The incident was well controlled and managed and response from community and brigade was enormous.

7.2 **Restricted Burning Period/Prohibited Burning Period (RBT/PBT)**

Listed for discussion on current Restricted and Prohibited Burning times for the 2026/27 firebreak notice.

Restricted Burning Period:

15 October 2026 to 31 October 2026

Prohibited Burning Period:

1 November 2026 to 14 February 2027

Restricted Burning Period:

15 February 2027 to 15 March 2027

Restricted Burning Period:

15 October 2027 to 31 October 2027

The above dates can be modified by up to a maximum of 14 days as required should seasonal conditions warrant.

MOVED: Nick Caffell

SECONDED: Barry Jones

That the above Restricted and Prohibited Burning Periods dates be endorsed for the Shire of Tammin.

7.3 Burning Restrictions

7.3.1 Prohibited Burning Easter Period

Recommendation for the Prohibition of burning during the Easter weekend.

- Good Friday – 26 March 2027
- Easter Sunday – 28 March 2027
- Easter Monday – 29 March 2027

7.3.2 Prohibited Burning before 12pm, 25 April 2027

Recommendation for the Prohibition of burning between the hours of 12:00am (midnight) and 12:00pm (midday) while ANZAC day ceremonies are taking place.

MOVED: Clint Nicholls

SECONDED: Michael Packham

That the above Easter (item 7.3.1) and ANZAC (item 7.3.2) dates be endorsed as Prohibited Burning Periods in the Shire of Tammin.

7.4 Bush Fire Exercise/Training

To minimise risk and hazards, a training exercise has been organised with the new owners of the Tammin Roadhouse to burn the area to the rear of the sheds. The Shire will install a firebreak and slash the lot first as it is heavily overgrown. A training time and date will be communicated and those available are invited to attend the training.

ITEM 9 FURTHER MATTERS FOR DISCUSSION

- L York – Fittings for water tanks. Golf club tanks do not have cam locks. 2in male connectors should be installed at golf club. Also, at all available farm tanks.
- S Anderson – Information on potential of trailers on fireground. It was indicated trailers should not be brought onto firegrounds, only for the purpose of mopping up. Also, because of recent events no persons are allowed on the rear of trailers or utes when fighting fires on the fireground.

- N Caffell – Funding available through Baze Aid for upgrades to slide on ute tanks and firefighting equipment and other equipment.
- A MH – Insurance and incidents: All incidents, damage and injuries should be reported at the earliest opportunity to the Shire and the CESM.
- Potential for learning and training though fireground events. H Dixon to provide contact details for guest speaker for new BFAC/ AGM.

ITEM 10 NEXT MEETING DATE

The next Bushfire Advisory Committee Meeting with the location to be advised in September 2027 (date to be finalised) commencing at 5.30pm.

ITEM 11 CLOSURE

There being no further business, the Chairperson closed the Meeting at 6.55 pm.