



MINUTES

of the Shire of Cranbrook

Bush Fire Advisory Committee

held on **19 October 2021** at **7.00 PM** at the Cranbrook Regional Community Hub

Contents

1.ATTENDANCE	3
1.1 Observers	3
1.2 Apologies.....	3
2.CONFIRMATION OF MINUTES.....	4
3.PUBLIC QUESTION TIME	4
3.1 Response to Previous Public Questions Taken On Notice.....	4
3.2 Public Question Time	4
4.BUSINESS ARISING FROM THE PREVIOUS MINUTES	4
5.REPORTS.....	4
6.GENERAL BUSINESS.....	4
7.OTHER BUSINESS	6
8.NEXT MEETING.....	6
9.CLOSURE	6

**MINUTES OF THE CRANBROOK BUSHFIRE ADVISORY COMMITTEE MEETING
HELD IN THE CRANBROOK REGIONAL COMMUNITY HUB
AT 7.00 PM**

The Chairperson Graeme Marshall declared the meeting open at 7.03 PM

1. ATTENDANCE

Chief Bush Fire Control Officer (CBFCO)	Graham Marshall
1 st Deputy CBFCO	Peter Ettridge
2 nd Deputy CBFCO	Simon Hilder
Central Brigade	Michael Walsh
Central Brigade	Cam Williamson
Cranbrook Town Brigade	Joe Duina
Cranbrook Town Brigade	Peter Eddy
East Cranbrook Brigade	Phil Horrocks
Frankland Brigade	Kelvin Warren
Gordon Brigade	Anthony Warham
Kybellup Brigade	Peter Beech
Nunijup Brigade	Mark Bunker
Nunijup Brigade	Michael Webster
Tenterden Brigade	Ken Gibson
Tenterden Brigade	Anika Watterson
Tunney Brigade	Nathan Waldron
Woolonga Brigade	Brett Smith
Woolonga Brigade	Colin Ford

1.1 Observers

CEO Shire of Cranbrook	Linda Gray
CESM Shire of Cranbrook	Kevin Bransby
DBCA District Fire Coordinator- Albany District	Vince Hilder
DBCA Regional Leader Fire Management – Warren	Jeff Bennett

1.2 Apologies

East Cranbrook Brigade	Harley Smith
DFES Area Officer Albany Rural	Wes Bailye

2. CONFIRMATION OF MINUTES

Recommendation

Moved: Phil Horrocks, **Seconded:** Joe Duina, that the Minutes of the Cranbrook Bushfire Advisory Committee Meeting held **14 April 2021** as attached, be confirmed as a true and correct record.

Phil Horrocks mentioned that the minutes that were presented to council were amended by the CEO and Shire President. The meeting accepted this notation.

3. PUBLIC QUESTION TIME

3.1 Response to Previous Public Questions Taken On Notice.

Nil

3.2 Public Question Time

Nil

4. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

5. REPORTS

DBCA – Warren Region – Jeff Bennett

See Attached

DBCA – Albany – Vince Hilder

- No spring burning conducted this year. Still have a large area to undertake in the Stirling Ranges (Western End).
- Peter Hartley is the new Regional Manager.
- 2 Rangers now in the Stirlings.
- Ericson sky crane is not available this year. WA will have Black Hawk helicopters to replace the Ericson.
- Water Bombers are due to start mid-December.

6. GENERAL BUSINESS

6.1 WHS – Update of the WHS Act 2020

- Waiting on the regulations to be finalised, possibly won't be in force until March/April 2022.
- Main points of the Act:
 - a) Volunteers are now classified as workers.
 - b) Individuals can now be personally liable for breaches of the Act.
 - c) Industrial Manslaughter replaces the Gross Negligence terminology.

The main takeaway is that the brigades are already compliant with the Act. There needs to be a small tweak of the processes in which the brigades currently operate.

I.e. Ensuring members are appropriately trained.

Ensuring members are wearing the correct PPC.

Refine the procedures when attending fires.

A question was raised asking who was responsible for PPC/E.

K Bransby responded that the Shire is responsible for purchasing and the issue of PPE/C. It is up to the brigade Captains to ensure that their members have the correct PPC/E prior to them attending fires. It is also the responsibility of the members themselves to ensure they have the correct PPE/C to attend any fires.

The Shire provides PPC/E to all registered brigade members.

Kevlar helmets have been issued to all Captains only at this stage and the vision is that all members will be issued a Kevlar helmet in the future.

6.2 Minimum Training Standards

As discussed in 6.1, the brigade members are required to have a minimum standard of training to attend fires in the Shire of Cranbrook.

The current DFES minimum training recommended is Bushfire Safety Awareness & Firefighting Skills. The total time of these courses is 3.5/4 days. These courses are in a module format and can be completed over a period of time.

K Bransby stated that it would be possible to recognise prior learning/experience and that members would not be required to complete the full training course.

G Marshall asked if the training could be done online. K Bransby said that it is not available currently.

K Bransby will set dates for the RPL process and will email brigade captains the details.

Captains are to ensure that only experienced members attend these courses.

Motion: The meeting supports the basic training and recognition of prior learning recommended at the meeting.

Moved: P Ettridge **Seconded:** P Beech

(Post meeting, DFES Bushfire Centre of Excellence has announced that there is a focus on online learning, and it would hope to have these and other courses available online by the end of this financial year).

6.3 Cranbrook Town Station Update

Joe Duina advised the meeting that Council approved the site adjacent to the Gillamii Centre to be used for the new brigade station. Once an agreement has been reached between the Shire and the Gillamii then the application to DFES can be submitted.

6.4 BFAC Meeting Dates

As this meeting is held after the Shire enters the Restricted Burning Period, K Bransby raised that the October meeting should be in early/mid September to discuss the current up coming season and burning period (extension on open burning). It was also raised that the meeting venue could include the new Tunney station.

The meeting agreed that the BFAC meeting date should be moved and that one meeting would be at Tunney (to trial).

6.5 000 Agreement

K Bransby outline the current 000 agreement between DFES and the Shire of Cranbrook. Currently there is an SMS list that DFES ComCen uses to alert the Shire of a fire when 000 is called. The persons on this list are: CBFCO, 2x DCBFCO, CEO, CESM & Shire Ranger.

K Bransby asked if the persons on the list was sufficient and if there needs to be anyone else added (Captains).

7. OTHER BUSINESS**8. NEXT MEETING**

The next meeting of the Bush Fire Advisory Committee will be held in **DATE TIME** at **PLACE**

9. CLOSURE

There being no further business to discuss, the Chairperson thanked everyone for their attendance and declared the meeting closed at 8.46 pm.