



## **AGENDA**

Notice is hereby given that a meeting of the Shire of Cranbrook

### **Bush Fire Advisory Committee Meeting**

will be held on **Tuesday 24<sup>th</sup> September 2024**

at **7pm** at the **Frankland River Hall**

#### **Bush Fires Act 1954 – Section 67 - Advisory Committees**

A Local Government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purposes of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires.

A committee appointed under this section may:

- from time to time meet and adjourn as the committee thinks fits,
- shall not transact business at a meeting unless the quorum fixed by the local government is present,
- is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Bush Fire Brigades Local Law states; “the Bush Fire Advisory Committee is to make recommendations to the local government on all motions received by the Bush Fire Advisory Committee from bush fire brigades.”

Linda Gray  
Chief Executive Officer

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## **AGENDA OF THE CRANBROOK BUSHFIRE ADVISORY COMMITTEE MEETING**

**TO BE HELD ON Wednesday 4<sup>th</sup> October 2023  
COMMENCING AT 7:30pm at Frankland River Hall**

### **1. ATTENDANCE**

Chief Bush Fire Control Officer (CBFCO)

1<sup>st</sup> Deputy CBFCO West

2<sup>nd</sup> Deputy CBFCO East

Bokerup/Unicup Brigade Captain

Bokerup/Unicup Brigade Secretary

Central Brigade Captain

Central Brigade Secretary

Cranbrook Town Brigade Captain

Cranbrook Town Brigade Secretary

East Cranbrook Brigade Captain/Sec

East Cranbrook Brigade Secretary

Frankland River Brigade Captain

Frankland River Brigade Secretary

Frankland River Town Brigade Captain

Frankland River Town Secretary

Gordon Brigade Captain

Gordon Brigade Secretary

Kybellup Brigade Captain

Kybellup Brigade Secretary

Nunijup Brigade Captain

Nunijup Brigade Secretary

Tenterden Brigade Captain

Tenterden Brigade Secretary

Tunney Brigade Captain

Tunney Brigade Secretary

Woolonga Brigade Captain

Woolonga Brigade Secretary

### **1.1 Observers**

Linda Gray CEO Shire of Cranbrook  
Shane Harris CESM Shire of Cranbrook & Volunteer Training Officer  
Dave Preston, Base Radio Operator  
Council Representative, Cr Lee Casson  
Derek Jones DFES District Officer  
Parks and Wildlife  
South Coast Fire Coordinator  
Department of Biodiversity, Conservation  
and Attractions - Parks and Wildlife Regional  
Leader Fire Management Warren Region

### **1.2 Apologies**

- Harley Smith
- Phil Horricks
- Peter Ettridge
- Tom Ettridge

## **2. CONFIRMATION OF MINUTES.**

Previous Minutes of the Cranbrook Bushfire Advisory Committee Meeting held **18<sup>th</sup> April 2024** as attached, be confirmed as a true and correct record.

**Moved:** Simon Hilder

**Seconded:** Sean Morgan

## **3. PUBLIC QUESTION TIME.**

### **3.1 Response to Previous Public Questions Taken On Notice**

### **3.2 Public Question Time**

## **4. BUSINESS ARISING FROM THE PREVIOUS MINUTES.**

## **5. REPORTS**

## 5.1 Chief Bushfire Control Officer Report

## 5.2 CEO Cranbrook Report - Linda Gray

## 5.3 DFES Report – Derek Jones

### BFAC – Cranbrook 24<sup>th</sup> September 2024

1. **Off Season Update**  
Preparations well under-way  
Regional exercise – late August  
Offering small bushfire exercises to LGs if they wanted a ‘refresher’  
Staff to Canada – northern fire season starting.  
No clear picture of expectations for the upcoming fire season.  
Nothing formal from Esperance fatality – don’t relax, take all steps to ensure you and colleagues are safe.
2. **PAFTACS**  
Back to CBFCO and/or onto Comcen  
Gives excellent overview to region of situation.
3. **Alerts and Warnings – Focus Area 1**  
State Strategic Priority – All Hazards, inc Fire  
AWS update – now nationally & hazard consistent.  
Push notification facility planned to be in place for fire season.  
Needs a warning map to be effective.  
Online training available.  
Emergency warning – now require use of telephone warning system
4. **Air Assets – Focus Area 2**  
Importance of air assets.  
Fixed wing – do not overlook LAT and helicopter support when required.  
Evening discussion forum planned for Oct 10th.
5. **Machinery Use**  
LG to expend funds initially.  
Must have prior approval prior to engagement

Derek Jones – DFES

16<sup>th</sup> September 2024

## 5.4 Volunteer Training Officer Report

- RFA Cranbrook (Mon 4<sup>th</sup> Nov)
- FCO course 18<sup>th</sup> Oct Tambellup

Matt Read

Sam Beech

There was some interest in attending the FCO course. It was noted that Matt Read had taken over and needed the radio changed over to his vehicle.

The Chief, Baz Marshall, asked Derek about the course to operate the fire trucks. There is an on-road driving course which simply teaches you to drive better, and there is also a course for driving under lights and sirens. These are compulsory if you wish to drive under sirens etc., however, Shane is happy to do a refresher on the fire trucks.

## 5.5 CESM Report – Shane Harris

1. General

- Cranbrook Fire Station Build – Shane told the group that we had the funding.
- FCO Information Checklist
- Radio maintenance completed All up to date.
- Fire appliance servicing & repairs is underway

Shane clarified about the necessity of conducting a formal induction process and acknowledgement of standard operating procedures with volunteers. This has always been done but now needs to be signed off formally. The Shire were happy for the process to be included in the training program for new volunteers, and to accept that the experienced volunteers had already been through the process informally when they started attending on the fire ground. The meeting proposed that:

**“The BFAC recommended the Induction and Standard Operating Procedures’ document and requested that it be forwarded to the Shire of Cranbrook’s Council Meeting for approval.”**

**Moved: Andrew Murray**

**Seconded: Simon Hilder**

**All in favour: Approved unanimously**

- Restricted burning 1<sup>st</sup> – 31<sup>st</sup> Oct
  - Burn crew for mitigation burning – not too hard to get a group around Cranbrook but need to do two burns around Frankland River. Good money.
2. Pre-Season Training
- Fire appliance, equipment checks and familiarisation
  - PPE Checks
  - AVL & Radio checks
  - Burn-Over drill
3. Update Volunteer contact register
- Removing Volunteers that are no longer active or left the area
4. PPC/PPE requirements/issues
5. Permit to burn Register
- Permit issuer to take a photo of permit and send to CESM
6. Hazards
- Hazards around and in shed fires with chemicals being stored
  - Becomes a HAZMAT incident and need to call for expert advice
  - Hazards around structure fires such as asbestos, power and gas

The Chief asked attendees to pass the word around that the farms and out buildings are being checked and the standard required must be maintained by the owners/farmers.

- Asbestos issue with smoke and airborne particles
- After affects with potential pollution on neighbouring roofs from asbestos

The Chief asked about the Kukerin (Bruce Rock/Corrigin Fire) Fire if there had been any feedback? Derek said he hadn’t heard anything. A discussion followed about attending a fire without wearing PPE. It was reiterated to the group that appropriate workwear: jeans, work boots, long sleeve cotton shirt are classed as PPE, so if the fire breaks out and you need to deal with it immediately, you may not be able to return to your home and dress in formal PPE but your normal farm clothes will be sufficient. However, thongs and shorts and a T shirt would not be and you would be sent off the fire ground.

The discussion then continued on to people travelling on the back of utes and pulling trailers. No one was keen on trailers but also realised that some people had no choice and it was better to have a trailer with a fire fighting unit, as opposed to nothing at all.

### 5.6 Brigade Captain/Secretary Reports

No reports.

### 5.7 Parks & Wildlife - DBCA Report

Jeff said that they didn't do much last year (burns) because it was too dry: No spring burning. (has supplied written report).

### 5.8 Other Agency Reports

## 6. GENERAL BUSINESS

The Frankland River standpipe's restriction was discussed, and will be followed up with Water Corporation. Previously they had advised that if the restriction was removed the standpipe would no longer be available to farmers for other uses.

There was further discussion on the availability of water in Frankland River, and the CEO of the Shire of Cranbrook advised that she was completing a grant for tanks to be located at the Cranbrook airstrip and the cost was approximately \$16,000 for a 115,000 litre tank. This grant was supported by the Council and the Chief, Baz Marshall. Research would have to be done on accessing water for the tank at Frankland River – whether the roof would be sufficient.

The meeting asked if it was possible to fit a similar tank at the Fire Shed at Frankland River. The meeting decided to ask that:

**“Council look at sourcing a 115,000 litres tank to be located near the Frankland River Fire Shed.”**

**Moved: Andrew Murray**

**Seconded: Sean Morgan**

**All in favour: Unanimously**

There were further discussions on getting the Fire Trucks ready for the season, and the necessity to get on to any problems early as it took so long to order in parts. There were requests for training in assessing weather, bans and over-riding permits and the Chief's role in having authority to do so. The Chief also mentioned clearing areas around pumps.

Lee Casson asked about smokers for frost prevention (and bonfires) to lay smoke as the vineyards are still at risk of frosts up till the end of October. Andrew Murray said that he has written out permits for that. (Permits start on 1<sup>st</sup> October but cut off in November). Derek said that you can go back into a restricted period during November for a short period of time if you need to. Alternatively in the prohibited season you can often light a campfire but not in the Shire of Cranbrook. Andrew Murray said that he had written out permits for burning hay bales around the vineyard. Derek said the other option is extend your restricted period out to mid November but only write out permits for vineyards.

**7. OTHER BUSINESS**

**8. NEXT MEETING**

The next meeting of the Bush Fire Advisory Committee will be held Cranbrook

**9. CLOSURE**

There being no further business to discuss, the Chairperson Baz Marshall thanked everyone for their attendance and declared the meeting closed at 8.15pm.

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