



ACT
Government



MEETING MINUTES – ACT BUSHFIRE COUNCIL

MEETING INFORMATION

Date:	3 October 2018	Location:	Ground Floor ESA Headquarters, Black Mountain Meeting Room
Time:	16:00	Meeting Type:	Council
Call-In Number:	02 6207 7160	Call-In Code:	N/A
Attendees:	See list page 2	Secretariat:	Lynda Scanes

ORDER OF BUSINESS

AGENDA ITEMS

Presenter: Chair

1 Acknowledgement of Country

The Chair acknowledged the traditional custodians of the land that the meeting was on, the Ngunnawal people. She expressed acknowledgement and respect towards their continuing culture and the contributions they make to the life of this city and this region. She also acknowledged and welcomed other Aboriginal and Torres Strait Islander people attending the meeting.

Presenter: Chair

2 Welcome, introductions, apologies and nomination of member to monitor performance checklist

The Chair welcomed all meeting attendees and noted apologies on the attached attendees list.

Invited attendees for the meeting were:

Anna Mitchell – Strategic Bushfire Management Plan

Cathy Parsons and Tony Bartlett sent their apologies.

MEMBER AND OFFICIALS – ATTENDANCE LIST

Meeting 16.00 to 19:00, Wednesday 3 October 2018

Black Mountain Meeting Room, ESA Headquarters

Council Members	Sarah Ryan (Chairperson)	Marion Leiba	Steve Angus
	Natarsha Carney	Jeremy Watson	
	Bhiamie Williamson	Margaret Moreton	
	David Snell	Kylie Coe	

Officials

Dominic Lane, Commissioner, Emergency Services Agency (ESA)

Daniel Iglesias, Executive Director, Parks and Conservation Service (PCS), Environment Planning and Sustainable Development Directorate (PCS, EPSDD)

Mark Brown, Chief Officer, ACT Fire and Rescue (ACT F&R), ESA

Joe Murphy, Chief Officer, ACT Rural Fire Service (ACTRFS), ESA

Secretariat Lynda Scanes, Executive Officer, ACT BFC

Apologies Cathy Parsons, Member, ACT Bushfire Council

Tony Bartlett, Member, ACT Bushfire Council

Invited Guests Anna Mitchell, Senior Manager, SBMP version 4, ESA

Presenter: Chair

- 3 Declaration of Interest**
No declarations of conflict of interest were received.

Presenter: Chair

- 4 Acceptance of minutes from the August meeting**

The minutes were accepted as a true and accurate reflection of the meeting.

Presenter: Chair

- 5 Review action list**
- 1809-01 can be closed.
- 1809-02 – add to the November or December BFC Agenda.
- 1809-03 can be closed.

1808-01 can be closed.
1808-02 can be closed – New action below.
1808-03 can be closed – Standing Committee considering different approaches.
1808-04 remain.
1807-01 can be closed.
1807-03 can be closed.
1807-04 can be closed.
1807-05 1807-03 can be closed – listed on November Agenda.
1806-8.2 can be closed.
1804-07 1807-03 can be closed.

Action 1810-01 - EPSDD provided a paper informing how culturally significant sites are managed for fire protection. Council requested an update next year on further progress of 'how culturally significant sites are managed'.

Action: 1810-01 - Add update on progress of how culturally significant sites are managed for fire protection, to the 2019 ACTBFC Business Plan.

Presenter: Officials

6 Officials' Reports

6.1 EPSDD Report

The report was taken as read.

- The *Working with Vulnerable People (Background Checking) Act 2011* came into effect in 2012 and PCS staff are in the final stage of obtaining their WWVP background check, in line with all ESA staff and volunteers.

The Commissioner thanked all involved to bring ACT in line with the regulations.

- EPSDD provided an update of the draft EPSDD 2018-19 Bushfire Operational Plan at the September BFC Meeting, in order for Council to provide feedback to the Commissioner prior to approval.

Action: BFC to form a sub committee to review the content of the draft EPSDD 2018-19 BOP and provide advice to the Commissioner as soon as possible.

6.2 ESA Commissioner's Report

The report was taken as read.

The following topics were highlighted in the report:

- Recognition of Service Morning Tea for International Deployments
The ESA hosted a morning tea for all personnel deployed to the United States of America and Canada to combat some of the fiercest fires in their history
- ACT Bushfire Seasonal Preparedness Project
A team has been established to lead the Bushfire Seasonal Preparation Project and workshop

was held with Senior Executives within ESA to determine key deliverables, allocate work packages and assign executive oversight of project work streams.

A closure report will be provided to Council at the conclusion of the Bushfire Seasonal Preparation Project.

- The ESA Snapshot Report was provided as an attachment and detailed information relating to the Canberra Be Ready Campaign, the boost to bushfire frontline response following completion of formal training of volunteer firefighters, IMT training and the national review of fire danger rating system.

6.3 ACTRFS Chief Officer Report

The report was taken as read.

The following topics were highlighted in the report:

- The fire towers have been upgraded following a structural and Work Health and Safety review. All tower repairs and improvements are expected to be completed by mid-October with priority given to Mt Tennent and Mt Coree.
- Brian Murphy, Manager Membership, recently retired after 40 years of service to the ACT Public Service in various roles. Brian also spent time as a member of the Bush Fire Council and was awarded the AFSM, National medal and RFS Long Service medal.
- At the ACTSES Annual Preparedness briefing on 27 September 2018 the support ACTSES will provide to ACTRFS during the upcoming bushfire season was announced.

Women and Firefighting Australasia Conference (WAFa)

Chief Officer ACTF&R provided an update in relation to ESA's attendance at the 2018 Women and Firefighting Australasia Conference (WAFa) in Wellington, New Zealand last week from 26-28 September 2018.

The conference aims to promote equity in fire response services, empowering all to achieve their full potential and be supported in their roles. ESA was a sponsor of the conference and Chief Officer ACTF&R delivered a paper on our Women in Emergency Services (WIES) strategy and the progress that ACT Fire & Rescue is making in recruiting more female firefighters.

Nadia Rhodes from ACT Parks and Conservation Service was nominated for a highly commended award.

There were excellent speakers including Alex Johnson, Assistant Chief Officer from South Yorkshire Fire & Rescue; Kelly Martin, Fire Chief from Yosemite National Park in the United States; and Katarina Carroll, Commissioner of Queensland Fire and Emergency Services.

Council thanked Officials for the informative reports.

Action: 1810-02 – Council to establish a sub committee to review the EPSDD Draft 2018-19 BOP and provide comment to the Commissioner as soon as possible.

Presenter: Chair

7 Correspondence

Council noted the below correspondence:

- ACT Remuneration Tribunal 2018 Spring Review

Representation on other meetings

- The Chair advised of attendance at the Emergency Services Operational Review Group (ESORG) meeting on 19 September 2018. The meeting discussed the Bushfire Risk Assessment 2017-18 Bushfire Season, Report on Bega Fires, Review of the ACTF&R Bushfire & Storm Enhanced Crewing Policy and Bush and Grass Fire Warnings and Public Information Protocol. The next meeting will be held towards the end of the 2018-19 bushfire season.

Action: Nil.

Presenter: Council members

8 Bushfire Council business

Bushfire Council Annual Preparedness Report

The meeting worked through the draft report assembled from the contributions of members following the workshop discussions at the September 2018 meeting.

Council agreed that further work was required to finalise the report which would be undertaken over the next few days and finalised out of session. The next step for Council Members is to send edits in the draft document to the editor by Wednesday 10 October 2018.

Council acknowledged this year's process in compiling the report is working well. There will be a section that acknowledges all Bushfire Council Members.

Council thanked EPSDD and ESA staff for the information provided over the year and recent weeks which assisted greatly in the preparation of this year's Preparedness Report.

The Chair thanked everyone involved.

Presenter: Chair

9 Review and adoption of action items from this meeting

Action items were reviewed and agreed to.

Presenter: Chair

10 Next Meeting

Wednesday, 3 October 2018

Presenter: Chair

11 In Camera Meeting

Not required

Presenter: Chair

12 Meeting closure.

The Chair closed the meeting at 19:06.



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ACTION ITEMS – ACT BUSHFIRE COUNCIL

Action Items (OPEN)			at 3 October 2018	
Ref	ACTION	DUE	ACTION OFFICER	Status Update
1808-04	EPSDD to provide an update on action taken against Morgan Review table.	5 December 2018	ED, PCS, EPSDD	
1810-01	Add update on progress of how culturally significant sites are managed for fire protection, on the 2019 ACTBFC Business Plan.	7 November 2018	Secretariat	
1810-02	Establish a sub committee to review the EPSDD Draft 2018-19 BOP and provide comment to the Commissioner as soon as possible.	12 October 2018	Secretariat	

Action Items (CLOSED)			at 3 October 2018	
Ref	ACTION	ACTION OFFICER	Date closed	
1809-01	Secretariat to provide Council with the google drive link to access a copy of the draft 2018-19 EPSDD BOP.	18 September 2018	3 October 2018	
1809-02	Secretariat to arrange a demonstration by Owen Salkin at a future meeting.	Secretariat	3 October 2018	
1809-03	Provide Council with additional information for BFC 2018 Annual Report to the Minister.	Secretariat	3 October 2018	
1808-01	RFS to provide a written report to Council on preseason preparation and the seasonal outlook for Council's Preparedness Report	CO ACTRFS	3 October 2018	
1808-02	EPSDD to provide Council with information on how culturally significant sites are managed for fire protection	ED, PCS, EPSDD	3 October 2018	
1808-03	EPSDD to consider the best way to present rolling year data on achievement of prescribed burns to Council and provide it within the next two weeks 15 August 2018	EPSDD	3 October 2018	
1807-01	Provide Council with appropriate details from the 2017-18 Bushfire Risk Assessment, including the Appendices referred to in the ESA response paper provided.	JACS Director General	3 October 2018	
1807-03	Liaise with the regulator to clarify the situation with maintenance of power poles on private land.	ACTRFS Chief Officer	3 October 2018	
1807-04	EPSDD to provide an action plan determine whether the action plan from the Fire Management Unit Review (or parts of it) can be released to Council.	PCS Executive Director	3 October 2018	
1807-05	EPSDD officers to present on the modelling methodology at the August 2018 BFC meeting.	PCS Executive Director	3 October 2018	
1806:8.2	1806:8.2 Part action carried over: Report from ACTRFS Volunteer BBQ's with consolidated comments will be developed and provided to BFC members	ACTRFS Chief Officer	3 October 2018	
1804-07	Arrange a presentation and discussion on how hazard reduction burning targets are set and what might be more appropriate measures of planned and reported risk mitigation.	Secretariat	3 October 2018	