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|  act rural fire service  | ACT Bushfire Council Meeting | 5th June 2013 |
| 16:15 to 18.15 |
| Black Mountain 1 & 2 Meeting RoomsACTESA Headquarters |

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| Chair: | Kevin Jeffery (KJ) | Secretariat: | Brioni Young (BY) |
| Attendees: |  Christine Goonrey (CG), Member Cathy Parson (CP), Member Marion Leiba (MLe), Member  | Andrew Stark (AS) CO ACTRFSMichael Joyce (MJ) DCO ACTRFSPaul Swain (PS) CO ACTF&RNeil Cooper (NC) Mgr Fire Forest and Roads, PCS |
| Meeting commencement: | 16.15 | **Meeting concluded:** | 18.15 |

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| Minutes |
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| Agenda item: | ***1.0 – Apologies*** | Presenter: | **Chair** |
| Dominic Lane, Sarah Sharp, Tony Bartlett, Michael Lonergan, Natalie Hile |

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| Agenda | ***2.0 – Acceptance of minutes of 6 Apr 13 meeting*** | Presenter: | **Chair** |
|  | The minutes from the previous meeting held on 1st May 2013 were accepted as a true and accurate record.Accepted by Christine Goonrey and seconded by Kevin Jeffery. |
| Agenda item: | ***3.0 – Update on action items arising from previous meetings*** | Presenter: | **Chair** |
| Discussion:  | Refer to implementation of action items report (attached to end of minutes). |
| Agenda item: | ***4.0 – Correspondences***  | Presenter: | **CO RFS**  |
| Discussion: Action: | KJ received Auditor Generals draft report which mostly relate to the development of the charter TOR and to an area under the SBMP which Council are suppose to be auditing.It was agreed that KJ will email the Minister if necessary to ensure that we can put the 10 year report on the website. |
| Agenda item: | ***5.0 – Chief Officers Report*** | Presenter: | **CO RFS** |
| Discussion: | AS discussed how operationally it had been quiet. We have constructed an ESA wide season de-brief as part of the ESOG meeting.We have been focusing on the Auditor General’s report and the TOR. |
| Agenda item: | ***6.0 – Land Managers Report (TAMS)*** | Presenter: | **Neil Cooper** |
| Discussion: | NC stated that they did not receive the Auditor General’s draft report until late and only had a day to give their response. They felt that there were many inaccuracies and misrepresentations in this report. This was confirmed by other CO’s. |
| Agenda item: | ***7.0 – 2013/14 BOP Preview*** | Presenter: | **Neil Cooper** |
| Discussion: | NC stated that the draft BOP has been provided to ESA and CPR. There is a meeting next Tuesday to review the draft. The BOP is still on schedule. There will be opportunities at the July/August Council meetings to have input to the BOP.NC would like the BOP signed by the start of the next fire season. |
| Agenda item: | ***8.0 – Update from Auditor General*** | Presenter: | **Chair** |
| Discussion: | See 4.0 Correspondences.There are no recommendations relating to Council that need to be responded to. KJ has written an email to the Commissioner to support the process of the TOR and he will take that along with the draft TOR back to the Auditor General. KJ may respond directly to explain that Council has worked with the ACTRFS and it is covered in their response.  |
| Agenda item: | ***9.0 – Evacuations Policy*** | Presenter: | **ACTRFS CO** |
| Discussion:Action:Action: | AS circulated a discussion paper on the ACT Evacuation policy which starts with theEmergency plan and the Elevated Fire danger plan and the SBMP. It also includes the recommendations from the Royal Commission to show the currency of the plan. The only part missing is the specific evacuations for the horse community which was activated in January 2013. The ACTs Bushfire evacuation arrangements are up to date and current with National recommendations.This plan should feed back to the SBMP.Members to provide feedback on the ACT Evacuation policy to ASThe list of evacuation centres in relation to the draft Evacuation policy to be sent to membersTony Barlett (who was an apology for today’s meeting) emailed his comments stating that he was generally OK with the Bushfire Evacuation Arrangements for the Act but thinks consideration should be given to the following issues:\*Residents in rural areas – who may have different skills to urban residents and needs to protect stock and assets.·       \*Residents in urban interface areas who are members of CFU.s        \* Firefighters who are travelling to a defined location (such as Rivers Shed) which may be within an evacuation zone – previously there have been problems with people trying to report for duty but unable to go through police road blocks. |
| Agenda item: | ***10.0 – SBMP 3 Process*** | Presenter: | **ACTRFS CO** |
| Discussion:Action:MOVED | SBMP 3 development Project Plan was tabled by ASMembers to provide feedback on the plan to AS (by 2 weeks)**\*CG requested that this meeting note that the Bushfire Council resourcing concerns. There is inadequate resourcing of all the work needed to be done to ensure the Council effective.**  |
| Agenda item: | ***11.0 – BFC TOR Discussion*** | Presenter: | **Chair** |
| **Discussion:****Action:****Action:** | AS tabled the draft TOR. It was agreed to add a preamble on what the Bushfire Council is about.Members to read the draft TOR and provide feedback to Virginia Hayward within 3 weeks.KJ to send a version of the draft TOR with the preamble to Faye Steward |
| Agenda item: | ***12.0 – Field Visit Discussion*** | Presenter: | **Chair** |
|  | Members formally expressed their thanks to Neil Cooper and TAMS staff for their hospitality and the information they provided on the field trip to the Mt Franklin, Mt Ginini and Cotters Hut. The day was very useful for members in gaining an insight into the works that had been carried out on the Mt Franklin Road, as well as the amount of regeneration that has occurred in Namadgi since 2003. Members were impressed with the works carried out so far and the creative solutions that had been used to mitigate the flood risk in an environmentally sensitive way.Council noted its support for the continued upgrading of the Mt Franklin road from Mt Ginini to Cotter Hut and hoped there would be a commitment from the ACT Government to provide funding to complete these important works.Members were shown the area where the Mt Ginini fire started in January. They were particularly impressed with the way it had been managed in terms of fire trail construction and the remedial work done to restore the area. The response to the January fires this year and their management was welcomed by the Council, as well as the ACT community.In relation to the amount of regenerating pine throughout the areas burnt in 2003, Council wanted to formally note that it is concerned with the seemingly complete lack of management of these areas and as a result, the associated increased fire risk. |
|  | ***13.0 – Next Meeting*** | Presenter: | **Chair** |
|  | **The meeting was closed at 1815. The next meeting is scheduled for 3rd July 2013** |

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| RFS LOGO.png act BUSHFIRE COUNCILimplementation of ACTION ITEMS |

**~Principles~**

* The register will include all action items that have yet to be implemented or where implementation is in progress. The status of implementation should be reviewed at each Bushfire Council meeting.
* The status update information is the only information that will be regularly updated in the relevant column. The only exception to this is if a revised completion date is suggested, the status must clearly detail rationale for this change.
* Status of implementation will continue to be regularly updated until action item is fully implemented.
* Action items will only be indicated as “Complete” after due consideration by the Bushfire Council.

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| **Action Item / Issue1** | **Originating Meeting date** | **Responsibility** | **Proposed/Revised completion date** | **General Comment** | **Status Update** |
| 1. A briefing be sought to the Council from the LDA primarily to discuss the strategy they are applying to the Western Edge of Coombs and the broader area from the Sewerage Treatment Works south to the Stromlo office.
 | 1/5/13 | Kevin Jeffery | **August 2013** |  | **Ongoing** |
| .1. Following the LDA briefing, a field trip of the Coombs area to be organised
 | 1/5/13 | Members | **July/Aug 2013** |  | **Ongoing** |
| 1. A copy of the research report that Adam Leavesley did locally on the affects of grazing on pasture and how it dropped the fire fuel levels to be presented
 | 1/5/13 | Neil Cooper | **July 2013** |  | **Neil Cooper is still waiting for the report to be given to him** |
|  1. A statement to be formatted by members to summarize the Council’s recognition of the level of hazard reduction burning this year in line with the need to see resourcing for this continue.

 NC to provide photographs/narrative showing the results of the HR’s. | 1/5/13 | MembersNeil Cooper | **July 2013****July 2013** |  |  |
| 1. A Financial year Business plan will be prepared by Council as part of the budget.

June Update: continue to prepare the business plan in conjunction with the RFS.  | 6/4/13 | Members | **July 2013** | 1. Develop work plan
2. Cost the work plan
3. Write to the Minister – identifying the comprehensive work plan and the cost associated with it.
 | **Ongoing** |
| 1. Discuss the Communication strategies with Council members
 | 6/4/13 | Darren Cutrupi / TAMS Media | **July 2013** |  | Ongoing |
| 1. The Commissioner has been provided the ‘resolutions’ from today’s meeting for further action. A **TOR** on the Councils role is to be prepared.
 | 6/3/13 | Commissioner,Secretariat3 Council members.3 ESA/RFS staff. | **May 2013** | Tabled. | Ongoing |
| 1. Council will look to consider the NSWRFS proto type Category 6 Grasslands truck for future purchase.
 | 6/3/13 | Members | **Possibly be here for August meeting** | The vehicle is presently touring NSW and when it comes to Canberra AS will arrange for Council to inspect  | Monitoring |
| 1. Email the Minister if necessary to ensure that we can put the 10 year report on the website
 | 5/6/13 | Kevin Jeffery | **July 2013** |  |  |
| 1. Provide feedback on the ACT Evacuation Policy to Andrew Stark
 | 5/6/13 | Members | **July 2013** |  |  |
| 1. The list of evacuation centres in relation to the draft Evacuation policy to be sent to members
 | 5/6/13 | Andrew Stark | **July 2013** |  |  |
| 1. Provide feedback on the SBMP draft project plan to Andrew Stark
 | 5/6/13 | Members | **21/06/13** |  |  |
| 1. Provide feedback on the draft TOR to Virginia Hayward
 | 5/6/13 | Members | **28/06/13** |  |  |
| 1. Draft TOR with preamble to be send to Faye Steward
 | 5/6/13 | Kevin Jeffery | **July 2013** |  |  |