



***MEETING MINUTES***

***ACT BUSHFIRE COUNCIL (BFC)***

***8 April 2009***

***ACTRFS HEADQUARTERS***

***4 POINT COOK AVENUE***

***FAIRBAIRN ACT***

Wednesday 8th April 2009

## AGENDA

1. Opening and Introduction by Chairman
2. Attendees/ Apologies
3. Minutes of previous meeting
4. Actions running sheet
5. Correspondence
  - Incoming
  - Outgoing
6. Agenda Items
  - 6.1 Presentation on Sub-regional Plan Models – Dylan Kendall
  - 6.2 Update on TAMS Subregional planning – Neil Cooper (not addressed)
  - 6.3 Finalising BFC Consultancy and Ministerial advice – Kevin Jeffery
  - 6.4 Incident Management Pathway of ESA Personnel – Tim McGuffog
7. Other Business
8. Outstanding Items/Issues
9. Confirmation of next meeting

AGENDA ITEM: 1- 5

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DATE: 8<sup>th</sup> April 2009 1600-1900 Hrs

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LOCATION: ASOC Fairbairn

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Meeting Opened Time: 4:05

**1. Welcome by Chairman**

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**2. Attendees**

Kevin Jeffery	KJ	<i>Chair</i>
Tony Bartlett	TB	<i>Council Member</i>
Tony Fearnside	TF	<i>Council Member</i>
Michael Loneragan	MIL	<i>Council Member</i>
Cathy Parsons	CP	<i>Council Member</i>
Christine Goonrey	CG	<i>Council Member</i>
Marion Leiba	MAL	<i>Council Member</i>
David Foot	DF	<i>Acting Commissioner</i>
Brian Parry	BP	<i>Deputy Commissioner</i>
Tim McGuffog	TM	<i>Deputy Chief Officer</i>
Conrad Barr	CB	<i>ACT Fire Brigade</i>
Kaylee McInnes	KM	<i>Secretariat</i>

**2.1 Apologies**

Ken Batt	KB	<i>Council Member</i>
Peter Kanowski	PK	<i>Council Member</i>
Simon Katz	SK	<i>Council Member</i>
Steven Wise	SW	<i>Council Member</i>
Gregor Manson	GM	<i>Commissioner</i>

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**3. Minutes Of the Previous Meeting:**

Minutes of the 5<sup>th</sup> March 2009 meeting tabled.

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Changes to the minutes to be updated:

MIL requested his statement "Suggests no more than a one page document as it does not discourage people from reading it", be changed to read "Suggests no more than a one page document so it encourages people to take notice and read it".

Tony Bartlett would like to add additional information to last month's minutes. The following paragraphs of agenda item 6.1 Presentation on Hotspots Project have been amended with suggested changes.

**CURRENT SITUATION:**

Project officers from the Hotspots project gave a presentation on their work, including information on how they have worked with communities to develop fire management plans and implement appropriate fire regimes for forested land in the Hawkesbury-Nepean Catchment Management Authority region. *They sought support from the ACT for their bid for funding under caring for our country to extend the project.*

**RESOLUTION &/OR DECISION** Council would like to see the hotspots programme associated with the Farm Fire Wise programme currently established in the ACT and surrounding NSW regions. Council believes the programmes could benefit and learn much from each other. VD has arranged further meetings to progress incorporation of this model into the Farm Fire Wise program. *Council supports the ACT offering support to Hotspots application for funding.*

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Minutes Accepted

**Moved:** Tony Bartlett

**Seconded:** Michael Lonergan

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**4. Actions Running Sheet:**

Action Required: Please refer to the Updated Action Table updated

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**5. Correspondence In/Out**

None

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**SOURCE:** Tim McGuffog

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AGENDA ITEM:	<b>6.1</b>
DATE:	8 April 2009
LOCATION:	ASOC Fairbairn
SUBJECT:	<b>Presentation on Sub-regional Planning Models</b>

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**BACKGROUND:**

TAMS provided BFC with a presentation of its sub-regional planning process and progress at the February meeting. Council members expressed their interest at the time in a more detailed explanation of the models utilised in this planning process.

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**CURRENT SITUATION:**

Dylan Kendal from TAMS has been the agency's lead planning officer in developing the plans and the models that underpin the process. Dylan gave a presentation on What Is Bushfire Risk? The Likelihood of Fire Spreading, the Likelihood of Fire Starting and the Consequences (to various values, eg. life, property, environmental, water). Dylan was available to present on this and take questions from members.

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**RECOMMENDATION:** MAL commented that the attempts at qualifying the information presented is great, and suggested 'the main thing is when you document the plan is that all your assumptions are detailed, and if it needs to be revised that all that data and information is available to all'. MAL believes the challenge is putting something out there and planting the scientific justification behind the plans.

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**SOURCE:** Dylan Kendall

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**RESOLUTION &/OR DECISION:** Council expressed an appreciation of the sophistication of the thought processes that have been implemented into this plan, drawing in local knowledge of the ACT and over laying with consistent facts. Council sees the process is defensible (with all assumptions documented). Council believes the logic behind this plan is justified and believes that the plan is relative and very pragmatic.

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**MOTION MOVED:** N/A      **MOTION SECONDED:**

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**ACTION REQUIRED:** Kaylee to provide all council members with a copy of the presentation on disc.

AGENDA ITEM: 6.2

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DATE: 8 April 2009

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LOCATION: ASOC Fairbairn

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SUBJECT: Update on TAMS Sub-Regional planning

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**BACKGROUND:**  
Neil Cooper provided Council with an overview of TAMS planning processes and templates for the sub-regional plans at the February meeting.

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**CURRENT SITUATION:**  
There has been a further development with this planning and TAMS would like to keep members abreast of progress.

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**RECOMMENDATION :**  
SOURCE Neil Cooper

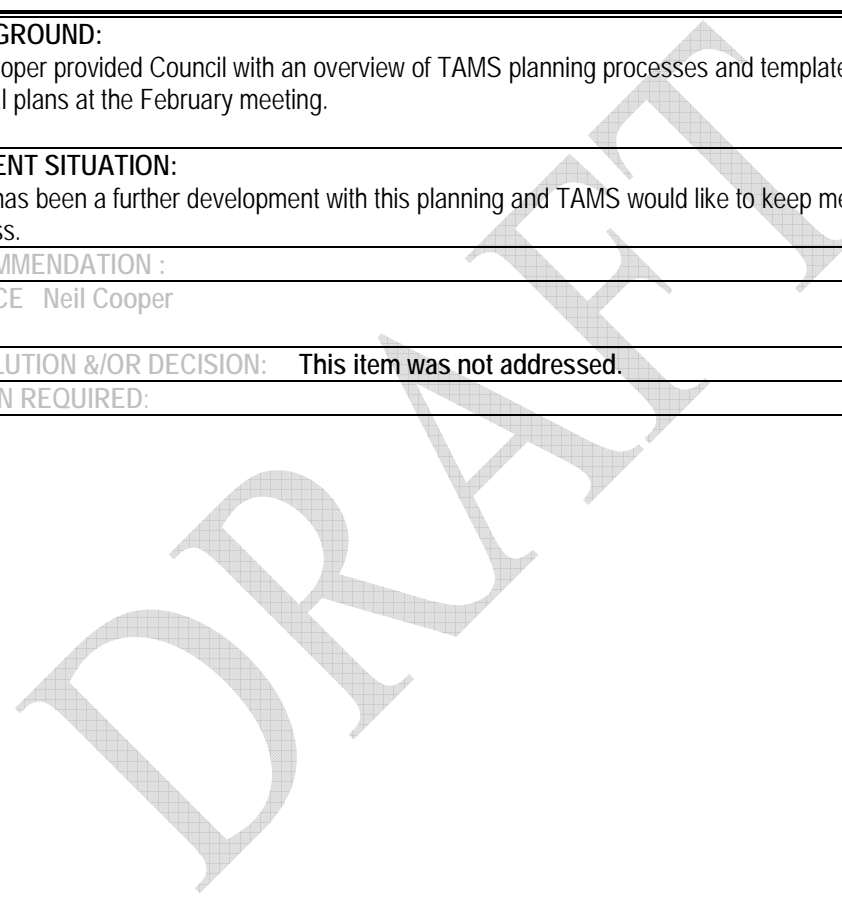
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**RESOLUTION &/OR DECISION:** This item was not addressed.

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**ACTION REQUIRED:**

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AGENDA ITEM: 6.3

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DATE: 8 April 2009

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LOCATION: ASOC Fairbairn

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SUBJECT: Finalising BFC Consultancy and developing Ministerial advice

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**BACKGROUND:**

Mr. Bob Smith met with agency officers since the last BFC meeting and has now finalised the Risk on a page summaries of outstanding recommendations from the two inquiries.

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**CURRENT SITUATION:**

Bob Smith is now presenting what he believes to be the final draft of the report for Council's approval and consideration. He has provided prior to this meeting the finalised report which now includes the updated analysis of current actions, as well as the completed Risk Summaries (which include basic treatment options, who is responsible, and risk levels)

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**RECOMMENDATION:**

CG: The language in 22 sections F on hazard reduction is emotive. Not paying attention to the risk of over burning.

TM: In terms of the theme description: 24 D is not just RFS, it should be ESA

ML: Believes the problem is that the risk is going to land with the RFS. The FB won't be found out because FB assists the RFS in incidents.

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**SOURCE:** Kevin Jeffery

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**RESOLUTION &/OR DECISION:** Council agreed that the report in terms of consultation is complete.  
Council agreed to move into the next stage of consultancy with the current consultant.

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**MOTION MOVED:** MICHAEL LONGERGAN      **MOTION SECOND:** TONY FEARNESIDE

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**ACTION REQUIRED:** Bob is paid for stage 1 and stage 2. – Accept his report as meeting the terms of the contract.

Council members to provide feedback in terms of wording of the Risk Summaries to Kevin/Bob within the next two weeks.

Council to review the updated Risk Summaries before next meeting and provide a submission to the Minister.

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AGENDA ITEM: 6.4

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DATE: 8 April 2009

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LOCATION: ASOC Fairbairn

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SUBJECT: **Incident Management Pathway of ESA Personnel**

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**BACKGROUND:**

The ESA is planning a number of Incident Management Role courses for Incident Controllers, Operations Officers, Planning Officers, Logistics Officers, as well as the full AIIMS course. Tim McGuffog has been working with Julie Nolan from ESAT to help plan and coordinate these courses. At this stage we have gained the services of QFRS to present IC, Operations and Logistics and are negotiating with DES Victoria to provide the Planning training. We are also trying to get a full AIIMS course run which will be attended by qualified presenters and assessors, which would then enable them to further present this course wider afield in ESA.

**CURRENT SITUATION:**

Both the Bob Smith Report and the Victorian Deployment debrief have highlighted a need to more formally identify the capabilities and training of individuals available for command and IMT positions in order to ensure that the right people are put in roles at incidents.

RFS has become aware of the work that CFS in SA has done to define a career pathway and the underlying policies. This presentation proposes a process to address the focussed development of IMT officers within ESA Services and to provide a clear pathway required to progress into level three qualified incident management roles and Chief Officers register.

See PDF document that was provided at meeting.

**RECOMMENDATION :**

The pathways flowchart is OK as a general guiding principle, but it is a little complex and we need to make sure that it is possible for people in the ACT to get through the pathways to perform the key IMT roles and avoid putting ourselves in the position that unless you had done each step in the pathway then you could not perform the role (or could be criticized after the event in an enquiry if someone worked out that an officer had not done each step).

Also It is possible for good incident controllers to come through streams other than operations as the Incident Controller mainly involves management skills. Therefore I would like to see arrows from the Planning Pathway to the Incident Controller Pathway.

**SOURCE:** Tim McGuffog

**RESOLUTION &/OR DECISION:** Council agreed in principle with the CFS Pathways concept, but only as a guideline.

**MOTION MOVED:**

**MOTION SECONDED:**

**ACTION REQUIRED**

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AGENDA ITEM: 7

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DATE: 8 April 2009

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LOCATION: ASOC Fairbairn

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SUBJECT: Other Business

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1. ROAG Meeting 3/3/09 Update:

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The ROAG meeting for the Month of April was held over to provide an opportunity for the RFS to meet with delegates from RFS brigades to discuss issues that were brought forward during a de-brief conducted to bring out the positive and negative effects during the Victorian Deployments.

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RESOLUTION &/OR DECISION:

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MOTION MOVED: MOTION SECONDED:

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ACTION REQUIRED:

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AGENDA ITEM: 8

DATE: 8 April 2009

LOCATION: ASOC Fairbairn

SUBJECT: Outstanding Items/ Issues

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**RESOLUTION &/OR DECISION:** The ACT Bushfire Council greatly appreciates the work that Brian Parry has done as Deputy Commissioner, noting the constructive way he worked with Council over the years to progress bushfire management in the ACT and commending him for his willingness to find solutions to issues. The Council thanks Brian for his hard work and wishes him all the best in his retirement.

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**MOTION MOVED:** Tony Bartlett

**MOTION SECONDED:** BY ALL

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**ACTION REQUIRED:**

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