



ACT
Government



MEETING MINUTES – ACT BUSHFIRE COUNCIL

MEETING INFORMATION

Date:	12 September 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

Tony Scherl, Ryan Lawrey and Brian Levine – Environment Planning and Sustainable Development Directorate (EPSDD) Draft 2018-19 Bushfire Operation Plan(BOP) Presentation

Lynda Scanes – Secretariat

Natarsha Carney, Kylie Coe and Daniel Iglesias sent their apologies.

MEMBER AND OFFICIALS – ATTENDANCE LIST

Meeting 16.00 to 19:00, Wednesday 12 September 2018

Black Mountain Meeting Room, ESA Headquarters

Council Members	Sarah Ryan (Chairperson)	Marion Leiba	Steve Angus
	Bhiamie Williamson	Jeremy Watson	
	Cathy Parsons	Margaret Moreton	
	David Snell	Tony Bartlett	
Officials	Dominic Lane, Commissioner, Emergency Services Agency (ESA)		
	Mark Brown, Chief Officer, ACT Fire and Rescue (ACT F&R), ESA		
	Joe Murphy, Chief Officer, ACT Rural Fire Service (ACTRFS), ESA		
Secretariat Apologies	Lynda Scanes, Executive Officer, ACT BFC		
	Natarsha Carney, Deputy Chair, ACT Bushfire Council		
	Kylie Coe, Member, ACT Bushfire Council		
	Daniel Iglesias, Executive Director, Parks and Conservation Service (PCS), Environment Planning and Sustainable Development Directorate (PCS, EPSDD)		
	Neil Cooper, Manager Fire Forests and Road (FF&R), PCS, EPSDD		
Invited Guests	Anna Mitchell, Senior Manager, SBMP version 4, ESA		
	Ryan Lawrey, A/g Manager Fire Planning, (FF&R), PCS, EPSDD		
	Tony Scherl, Manager Fire Planning, (FF&R), PCS, EPSDD		
	Brian Levine, Senior Fire Management Officer, PCS, EPSDD		

Presenter: Chair

3 Declaration of Interest

No declarations of conflict of interest were received.

Presenter: Chair

4 Presentations

4.1 2018-19 Draft Bushfire Operational Plan

EPSDD provided the Commissioner ESA with the official copy of the 2018-19 Draft BOP along with the appropriate letter from the DG EPSDD.

Council Members were briefed on the 2018-19 Draft EPSDD Bushfire Operational Plan (BOP) so that Council could provide advice to the ESA Commissioner prior to his approval of the BOP under section 78 (2) of the *Emergencies Act 2004*.

The presentation provided an overview and comparison of the detailed BOP activities using a series of maps and spreadsheets. This year the BOP applies to EPSDD; PCS Estate, Government Horse Paddocks, Asbestos Taskforce, Transport Canberra & City Services; City Presentation, Roads ACT, NoWaste and Canberra Cemeteries. The BOP no longer covers Chief Minister, Treasury & Economic Development Directorate; Stromlo Forest Park and National Arboretum.

The Council thanked Mr Ryan Lawrey for the informative presentation.

The Commissioner advised Mr Lawrey had recently received a medal of recognition of long service as a Mapping Volunteer with the ESA.

4.2 Mr Rick McRae's Bushfire Season Outlook video

The video was circulated out of session prior to the BFC meeting and highlighted the current weather conditions.

Action: Secretariat to provide Council with the google drive link to access a copy of the draft 2018-19 EPSDD BOP.

Presenter: Officials'

5

Officials' Reports

5.1 EPSDD Report

The report was taken as read.

The report provided an overview of Prescribed Burning, Regional Fire Management Plan (RFMP), AFAC Perth 2018 Conference, 2018-19 BOP development, Fire Season Preparedness, Seasonal Recruitment and Capital Works underway.

The BFC Chair represented Council at the first of the RFMP Key Stakeholder information meetings, the concept of residual risk linked with dynamic fire propagation modelling using Phoenix was explained and demonstrated by Owen Salkin, a consultant working with EPSDD on the RFMP.

5.2 ESA Commissioner's Report

The report was taken as read.

The report provided an overview of the Bushfire Season Preparation Project, Strategic Bushfire Management Plan Staffing, Release of the Bushfire & Natural Hazards Cooperative Research Centre Seasonal Outlook, Ministerial Statement – Bushfire Season Commencement, Enhanced Capabilities for 2018-19 Bushfire Season and the National Fire Danger Rating System Consultation Workshop.

The Commissioner advised that the ESA executive met during the week to put a level of governance and assurance into the delivery of a number of projects dealing with bushfire season preparation.

Council requested a summary of action arising from the AFAC review into Potter's Hill. The Commissioner noted the final report has been received by the Director General JACS and is an internal working document subject to release.

5.3 ACTRFS Chief Officer Report

The report was taken as read.

The report provided summaries by the Executive, Membership, Operations, Public Events & Community Awareness and Community Protection activities.

Council thanked Officials' for the informative reports.

5.1 – Action: Council requested a demonstration of the modelling of residual risk by Owen Salkin at a future meeting.

Presenter: Chair

6 Acceptance of minutes from the August meeting

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

Presenter: Chair

7 Review action list

Action: Nil.

Presenter: Chair

8 Correspondence

Council noted the below correspondence:

8.1 Email from the ESA Commissioner re the updated SBMPv3 reporting policy

8.2 Email from ESA Commissioner re AFAC Southern Australia Seasonal Bushfire Outlook 2018

Action: Nil.

Presenter: Council members

9 Bushfire Council business

Bushfire Council Annual Preparedness Report

Council discussed each of the report headings below:

- Seasonal Outlook
- Seasonal Operational Preparedness
- Strategic Preparedness (chapters reflecting the 13 objectives in the SBMP) 4.1. Fire Planning Framework
 - Reducing Unplanned Ignitions
 - Skilling and Motivating Firefighters and Support Staff
 - Equipment and Resources
 - Rapid Suppression
 - Planning Fire Management on Rural Lands
 - Fuel Reduction
 - Improving Access
 - Continuous Improvement
 - Community Preparation
 - Land Use Policy and Planning that Reduces Fire Risk
 - Bushfire Protection at the Urban Edge
 - Recovery Planning
- Other Strategic Issues

Council requested some additional information from ESA and EPSDD. The Secretariat was asked to collect and consolidate the information requested and send it to Council by Tuesday 18 September 2018.

Action: The Secretariat to collect and consolidate the requested information and send to Council by Tuesday 18 September 2018.

Presenter: Officials

Presenter: Chair

- 10 Review and adoption of action items from this meeting**
Action items were reviewed and agreed to.

Presenter: Chair

- 11 Next Meeting**
Wednesday, 3 October 2018

Presenter: Chair

- 12 In Camera Meeting**
Not required

Presenter: Council member

- 13 Council's performance checklist**
Agenda was clear
Actions were followed up
Papers were provided intermitted, due to the nature of the meeting
Everyone had an understanding of the papers
Good attendance

Chair effective in guiding the meeting and keeping to time

The Chair closed the meeting at 19:25.



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ACTION ITEMS – ACT BUSHFIRE COUNCIL

Action Items (OPEN)			at 18 September 2018	
Ref	ACTION	DUE	ACTION OFFICER	Status Update
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	18 September 2018	Provided on 17 September 2018
1809-02	Secretariat to arrange a demonstration by Owen Salkin at a future meeting.	Nov-Dec 2018	Secretariat	
1809-03	Provide Council with additional information for BFC 2018 Annual Report to the Minister.	18 September 2018	Secretariat	Provided on 17 September 2018
1808-01	RFS to provide a written report to Council on preseason preparation and the seasonal outlook for Council's Preparedness Report	15 August 2018	CO ACTRFS	Information was provided from AFAC
1808-02	EPSDD to provide Council with information on how culturally significant sites are managed for fire protection	3 October 2018	ED, PCS, EPSDD	1809: Pending
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	ED, PCS, EPSDD	1809: Pending
1808-04	EPSDD to provide an update on action taken against Morgan Review table	5 December 2018	ED, PCS, EPSDD	1809: Pending
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.	1 August 2018	JACS Director General	1809: Pending
1807-03	Liaise with the regulator to clarify the situation with maintenance of power poles on private land.	1 August 2018	ACTRFS Chief Officer	1809: Pending

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.	1 August 2018	PCS Executive Director	1809: Pending
1807-05	EPSDD officers to present on the modelling methodology at the August 2018 BFC meeting.	4 July 2018	PCS Executive Director	1807: New action item. PCS requested the presentation on the modelling methodology is rescheduled to September 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	1 August 2018	ACTRFS Chief Officer	1809: Completed on 17 September 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.	2 May 2018	Secretariat	New Action 18095.1: Arrange a demonstration from Owen Salkin at a future meeting.

Action Items (CLOSED)				at 20 July 2018
Ref	ACTION	DUE	ACTION OFFICER	Status Update
1808-05	Circulate 25 September 2018 preseason brief information to Council.	ASAP	Secretariat	1809: Completed
1808-06	ESA to provide Canberra Bushfire Ready door knock figures for 2016-17 and 2017-18 activities	15 August 2018	Manager Community Engagement	1809: Completed
1808-07	Chair to create draft list of responsibilities for the annual bushfire preparedness report and circulate	15 August 2018	Chair BFC	1809: Completed
1807-02	Move the presentation on Farm FireWise to the next meeting.	1 August 2018	Secretariat	1809: Completed
1804-06	ESA to provide a timeline of the SBMP V4 structure	5 September 2018		1809: Sent out with the minutes Completed