

IN ATTENDANCE

Council Members	Sarah Ryan (Chair)	Marion Leiba (arrived 4:08)	Jeremy Watson
	Natarsha Carney (Deputy Chair)	Margaret Moreton	Kylie Coe (arrived 4:15)
	David Snell		
Officials	Dominic Lane, Commissioner ESA (arrived 4:30)		
	Mark Brown, Chief Officer, ACT Fire and Rescue		
	Joe Murphy, Chief Officer, ACT Rural Fire Service		
	Daniel Iglesias, Executive Director, Parks and Conservation Service (PCS), Environment Planning and Sustainable Development Directorate (PCS, EPSDD)		
Invited Guests	Nick Lhuede, Senior Manager ESA Risk and Planning		
APOLOGIES	Cathy Parsons	Tony Bartlett	Steve Angus
	Bhiamie Eckford-Williamson	Mick George	

Number	Agenda Item	Presenter:
1	Acknowledgement of Country	Chair

The Chair opened the meeting with an acknowledgement of the Traditional Custodians of Country.

2	Welcome and Apologies	Chair
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The Chair welcomed members and invited guests to the Council Meeting, and noted the apologies.

The meeting commenced at 4pm, with the Chair advising of Mr George’s recent resignation from his position on Council, due to other work commitments.

The Council expressed their sincere thanks to Mr George for his advice over the last 3 years and wished him all the best with his future endeavours. Council stressed the importance of filling the vacancy with someone with similar experience in land management and fire.

Action: ESA to inform the Minister for Police and Emergency Services of Mr George’s resignation from Council and recommend the vacancy is replaced with a new member of similar experience.

3	Declaration of conflicts of Interest	Chair
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No declaration of conflicts of interest were reported by Council Members.

4	4.0 – Topics from the 2017 ACT Bushfire Council Business Plan	ESA and PCS
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Discussion:

4.1 Update on Fire trails network and review of trail by ESA

The ESA led a project to consolidate track, trail and road transport data for which various areas of the ACT are custodians. The project was called the ‘ACT Road Centreline Project’ and was completed in 2016, to ensure data was readily available for suppression of fire. The outcome of the project was a centralised data store for all ACT Government to use edit, maintain and create maps of tracks, trails and roads. All ACT Government GIS/Mapping areas contribute and keep the data up to date. It is used in many ESA applications from Computer Aided Dispatch (CAD) to fire mapping, as well as the road layer used on maps ESA produce. The EPSDD BOPs include activities to maintain/upgrade existing roads and trails to improve access for firefighting. ESA audits all BOP access upgrade activities, and any maintenance required is noted, and discussed with PCS staff for possible inclusion to the BOP.

Council thanked ESA staff for the update.

Action: Nil.

4.2 Update on the Bushfire Attack Level Assessment (BAL) re AS3959 by ESA

The update provided an overview of the ACT Government legislative and approval processes required to apply the bushfire-related constructions provisions in the Building Code of Australia to the construction or redevelopment of residential buildings in the ACT. The ESA and EPSDD have formed a working group to look

at ways of implementing the construction requirements and engaging with the building industry. This includes the preparation of a regulatory impact statement to assess the financial impact on the ACT Community.

Council asked for an update later in the year and thanked ESA staff for the update.

Action: Secretariat to put 'Update on the Bushfire Attack Level Assessment (BAL) re AS3959' on the ACTBFC Business Plan for later in the year.

4.3 Update on Indigenous Fire Management Program by PCS

The EPSDD BOP sets out the work and activities that PCS aims to achieve each financial year to help manage bushfire risk. The cultural burn program is now incorporated into the BOP program. A recent burn was at Gubur Dhaura Ochre site in Franklin ACT. To support the cultural burns, a position for an Indigenous Fire Management Officer has been advertised for permanent filling and is currently on the Jobs ACT website.

Council requested the minutes reflect their appreciation to PCS for incorporating the cultural burning practices into the mainstream activities in the BOPs.

Council thanked the PCS EPSDD for the update.

Action: The PCS EPSDD to provide the Cultural Burning Program document to the secretariat for circulation out of session.

4.4 Update on monitoring the implementation of SBMP Version 3 by ESA

The Commissioner thanked Council for its comments on the draft policy for monitoring the achievement of the SBMP and stated that he would provide a response in the near future. He advised that as part of the assurance process, the reports provided at this item in the meeting papers, were the first of a process to report on SBMP actions to Council over the next 18 months. A cumulative report will be provided to Council mid-2019.

The topics covered were:

- o Report on action 8 of the SBMP – *The ACT will support NSW RFS fire management planning through continued involvement in regional Bushfire Management Committees* – documents provided were Notice of Meeting and Minutes

- Report on action 19 of the SBMP – *Aircraft capability and support infrastructure maintained will be maintained through NAFC and in liaison with NSW RFS – photos were provided*
- Report on action 31 of the SBMP – *Land managers will prepare Bushfire Operational Plans (BOPs) consistent with the Regional Fire Management Plans (RFMPs) that detail fuel management works in Strategic Firefighting Advantage Zones (SFAZs) to meet the standards in the ACT Bushfire Management Standards*

Note: Two copies of Field Audits were tabled at the Meeting.

Council welcomed the format and discussed the reporting process at length. Rather than vast amounts of information it was requested that a summary and perhaps a sample of the action be provided as evidence of progress. The action should be linked back to the objective (chapter heading) in the SBMP and if possible a statement of the impact of the action towards achievement of that objective should be provided. This will contribute to assessment of the effectiveness of the SBMP, not simply completion of the actions.

The CO ACTRFS agreed he would review the reporting process out of session and discuss at the next meeting.

Action: The CO ACTRFS to review the SBMP V3 reporting process to Council, out of session, and discuss at the July meeting.

5 Acceptance of minutes from previous meeting and update on action items arising Chair from previous meetings

Discussion:

The minutes were accepted subject to a minor alteration in Item 8 (the policy document on monitoring the progress of the SBMP, which should now have an additional dot point) and read; that further consideration should be given to the points raised in the detailed feedback document prepared by Council. The action list for item 4.2 relating to the IMT Level 3 indicates that this item is completed. To ensure final closure of this action the Commissioner agreed to provide an update on qualified officers for IMT Level 3 once the assessment process is complete.

Council members requested that the minutes remain unchanged for Action 5.1.

Action: The Commissioner to provide an update on qualified officers for IMT Level 3 once the assessment process is complete.

Council members thanked everyone involved in arranging the recent field trip. There was a proposal to have a short afternoon field trip in Spring/Summer; as a substitute for the normal scheduled meeting at ESA HQ.

6	Correspondence for noting	Chair
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Discussion:

Council members noted the letter of reply the Chair of BFC sent to the ESA Commissioner in relation to comments on draft policy for monitoring achievement of the SBMP.

7	Planning for the BFC Annual Preparedness Report	Chair
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Discussion:

Paper tabled: ACTBFC Preparedness Report to Minister 2017-18 – for information.

Paper tabled: ACT Bushfire Council Annual Bushfire Preparedness Report – Proposal for the 2018 Report

The paper proposes a revision to the structure of the Annual Preparedness Report to the Minister, and to the process of preparing it, so that it is more aligned with reporting on the SBMP, and delivered more efficiently and on time. Discussion revealed that the proposed structure depends on implementing the ESA proposal for collecting data on the progress of achieving the actions of the SBMP and this will not be in place until next year. Council members were asked to read the two papers out of session and an amended proposal will be brought to the next meeting. The Commissioner suggested that existing information ESA provides in their Annual Report to Government could help streamline the workflow of Council in preparing its annual preparedness report.

Action: Secretariat to add Planning for the BFC Annual Preparedness Report to the July BFC Agenda.

8	Reports for noting	Chair
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Discussion:

Reports and briefs for noting:

8.1 ESA Commissioner's Report

The report was taken as read.

The following topics were highlighted in the report:

- ACT F&R Home Fire Safety Campaign 2018
- ESA Disaster Management Exercise
- ESA Long Service Medal
- Advertisement of the SBMP Positions
- Molonglo Rural Fire Service Shed
- Estimates Hearings

8.2 Chief Officer ACT Rural Fire Service Report

The report was taken as read.

The following topics were highlighted in the report:

- ACT Rural Fire Service Long Service Awards
- NSW/ACT Rotary Emergency Service Community Awards
- Public Events and Community Awareness
- Audits of Bushfire Operational Plans
- FarmFire Wise
- ACT RFS Annual Planning Forum scheduled 30 August 2018
- Post Bushfire Season BBQs have been held at 7 brigades, Tidbinbilla is the last one to do. The main topics covered were; equipment, callout procedures/duty officer, training, hazard reduction, community education/awareness, membership/recruitment and retention, support roles, interaction between other

brigades and HQ and the Strategic Bushfire Management Plan. The feedback will be collated and a review forum will be held for all ACTRFS members to discuss the most common themes and make a list of action items.

Action: It was agreed that when the date for the forum is scheduled, an invitation will be sent to the BFC Chair.

Action: A report with consolidated comments will be developed and provided to BFC members.

8.3 EPSDD Parks and Conservation Service Report

The report was taken as read.

The following topics were highlighted in the report:

- Prescribed Burning
- Regional Fire Management Plans
- International Association of Wildland Fire and Association for Fire Ecology Conference in Montana
- 2017-18 Bushfire Operational Plan
- 2018-19 Bushfire Operational Plan development
- Seasonal Recruitment
- General Recruitment, and
- NSWRFES hazard reduction burn Mt Clear

Council members requested an update of the make-up of how hazard reduction are scheduled from high to low and why. The Secretariat to place the item on the July or August meeting agenda.

The BFC thanked Officials for the comprehensive updates.

Action: 8.2 – Post Bushfire Season BBQs:

- when the date for the forum is scheduled, an invitation will be sent to the BFC Chair ACTRFS
- a report with consolidated comments will be developed and provided to BFC members

Action: 8.3 – Secretariat to arrange an update of how the planning is scheduled for hazard reduction burns, for July or August meeting.

9	Any other business	Chair
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Discussion:

Nil.

Action:

10	Next Meeting	Chair
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- The next meeting scheduled for Wednesday 4 July 2018.
- The Commissioner will be an apology for the July meeting.
- The teleconference technology be available for a member to dial in at the July meeting.

Action: Nil.

11	In camera meeting if required	Chair
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Nil.

12	Council performance checklist and meeting conclusion	Margaret Moreton
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Discussion: Council requested that the minutes have a final assurance check before they are posted on the public website.

The minutes will be sent out as a PDF in future.

Council thanked the secretariat.

Action: Nil.

Closing: The meeting was declared closed at 18:55 pm.