



ACT BUSHFIRE COUNCIL MEETING

DRAFT Minutes of Meeting

Wednesday 7 October 2020

In camera meeting by mix of face to face (Black Mountain Room, ESA HQ) and Zoom.

Agenda Items (numbered)

Meeting commenced 16:07

1. Acknowledgement of country

- Chair

2. Welcome (Introductions and apologies)

- Present

Sarah Ryan – Chair, Natarsha Jakubaszek – Deputy Chair, and Council Members: Tony Bartlett, Steve Angus, Cathy Parsons, Marion Leiba, David Snell, Nick Lhuede, Jeremy Watson, Bhiemie Williamson and Kylie Coe (departed 17.15).

3. Declarations of interest

- Nil

4. Acceptance of minutes and actions from previous meeting

- Finalisation of minutes of the meeting of 2 September is pending.

5. Correspondence

- For noting, letter to the Chair from ESA Commissioner, received 22 September 2020

6. Report on activities attended by the Chair on behalf of Council since the last meeting.

- 28 September 2020: Meeting with the Commissioner, Cathy Parsons and senior staff of the ESA - see item 7 below.
- 18 September 2020: Meeting with Ian Walker EPSDD to discuss planning and land management issues. Outcome was for Ian Walker to follow up on matters with Cathy Parsons. Nil follow up to date.

ACTION: Cathy Parsons to make contact with Ian Walker to follow up on land management issues

7. Follow up from meeting with the Commissioner

- The Chair and Cathy Parsons met with the Commissioner and senior staff of the ESA to discuss some of the matters raised in the letter of 22 September 2020.
- Email correspondence from the Chair of 29 September to Council members outlined the outcomes of this meeting, including review of secretariat functions, attendance by officials, arrangement of items in the agenda, and the content of minutes.
- Council agreed to the outcomes of the meeting and general approach to future meetings. It was noted however the officials present should be those best able to provide information to Council on behalf of their agency, and not necessarily be based on rank / classification, noting Council reserves the right to invite all non-Council attendees.

ACTION: Chair to progress a guideline for the attendance of appropriate officials.

- Council also noted there were other matters raised in the letter from the Commissioner requiring further clarification; particularly the level of confidence in the advice of Council, and whether the Council is operating as intended.

ACTION: The Chair will draft a letter of response for Council's consideration, noting the Council is working as intended under legislation, and to clarify the Commissioner's position in relation to the status of the advice Council provides in the exercise of its function.

8. Bushfire Preparedness Report Workshop session

- Council discussed the draft report. All chapters were reviewed and comments documented by David Snell or the relevant Council member agreeing to revise their contribution.
- The next draft will be circulated at least a week prior to the next Council meeting on 4 November.
- Council aims to submit its report to the Minister for Emergency Services following formal Council approval of the final draft at the 4 November meeting.

ACTION: All members to provide updates and edits of their respective chapter to David Snell by Wednesday 14 October.

9. 2021 Business Plan – for discussion. What is working, what needs changing for next year?

- While the effort made to report against the SBMP by the ESA and Agencies over the last 12 months is recognised, Council agreed that the level and content of documentation provided to Council required review, and a change in the approach is warranted.
- Meeting format was discussed and Council agreed that in camera meetings had been shown to promote the effective operation of Council by providing the opportunity for open discussion between members. It was agreed regular in camera meetings should be formalised, possibly as 1 meeting in 4 (four per annum).

ACTION: Chair to prepare a discussion paper and draft Business Plan for circulation to Council members prior to the next meeting.

10. Any other business

- The Chair thanked members for their active participation and support.
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Meeting close 19:10
