



**ACT**  
Government



Wednesday 5 October 2016

16:00 to 19:00

ESA Black Mountain Meeting Room  
ACT ESA Headquarters

<b>Chair:</b>	Kevin Jeffery	<b>Secretariat:</b>	Lynda Scanes
<b>Attendees:</b>	Christine Goonrey		David Foot, A/g Commissioner
	Steve Angus		Joe Murphy, Chief Officer, ACT Rural Fire Service
	Marion Leiba		Neil Cooper, Manager, Fire, Forest and Roads,
	Mick George		ACT Parks and Conservation Service,
	Sandra Lauer		Environment and Planning Directorate (EPD)
	Andrew Joyce		
<b>Invited Guests</b>	Trish Bootes, Manager, Conservation Planning, ACT Parks and Conservation Service		

## Minutes

<b>Agenda item:</b>	<b>1.0 – Welcome and Apologies</b>	<b>Presenter:</b>	<b>Chair</b>
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The Chair welcomed everyone to the meeting.

Apologies were received from Tony Bartlett, Daniel Iglesias, Cathy Parsons, Natarsha Carney, Sarah Ryan, Mark Brown and Dominic Lane.

<b>Agenda item:</b>	<b>2.0 – Disclosure of “Conflict of Interests” of Council Members</b>	<b>Presenter:</b>	<b>Chair</b>
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### Discussion:

No Conflicts of Interest were reported by Council Members.

<b>Agenda item:</b>	<b>3.0 – Presentation Lower Cotter Catchment Draft Reserve Management Plan</b>	<b>Presenter:</b>	<b>Trish Bootes</b>
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### Discussion:

The Chair introduced and welcomed Trish Bootes from the ACT Parks and Conservation Service to present a detailed overview on the draft Lower Cotter Catchment Reserve Management Plan and advised the plan in a confidential document and not for circulation.

The plan has been developed by Conservation Planning, for the land custodian ACT Parks and Conservation Service, in the Environment and Planning Directorate (EPD).

The plan is a statutory requirement that explains the vision for the Lower Cotter Catchment (LCC) and recovery in the landscape after the 2003 fires. The catchment provides supply of clean water for the ACT, while contributing to nature conservation, research, recreational and educational opportunities for residents and visitors to the ACT. The aim is to promote regeneration of the LCC to a constant functioning natural ecosystem and protect it from damaging activities that impact on the water quality. The plan outlines the importance of the LCC, what the land manager aims to achieve and how the objectives will be delivered. The plan provides direction and guidance to land managers, utility operators, volunteers and visitors about how the area will be managed.

A copy of the draft plan was emailed to BFC members out of session for comment.

Comments on the draft plan to be sent to Trish Bootes by 14 October 2016. This will allow time to get the final version to the new Minister post election.

**Summary:** Bushfire Council thanked Trish for the very informative presentation.

**Agenda item: 4.0 – Acceptance of minutes of previous meeting**

**Presenter: Chair**

**Discussion:**

The minutes from the previous meeting on 7 September 2016, were accepted as a true and accurate record of the meeting.

Moved: Mick George and Seconded: Andrew Joyce

**Agenda item: 5.0 – Update on action items arising from previous meetings**

**Presenter: Chair**

**Discussion:**

Please refer to Attachment A for further details.

**Action:** Nil

**Agenda item: 6.0 – Correspondence**

**Presenter: Chair**

**Discussion:**

- Commissioner’s correspondence regarding Built Up Area (tabled)  
The correspondence thanked the ESORG members for all submissions and positions taken and advised that the Commissioner intends to amend the BUA map. The Commissioner identified Solar farms located in the East and South West and pumping infrastructure at the Cotter as key assets and is included in the BUA. The amended map includes all major roads, waste/recycling facilities in the BUA. The boundary of the BUA will remain the same across all other management zones. Acknowledgement that all fires will still be responded to by the nearest and most appropriate resources. With the upcoming ACT bushfire season delayed unit 1 November 2016, the Notifiable Instrument and revised maps will be finalised prior to that date.

- ESORG meetings will continue; however, the review of the BUA is finalising and it is not necessary for a BFC representative to attend future meetings at this stage. The Chair thanked the Natarsha Carney for her contribution as BFC representative at ESORG meetings.
- ACT Bushfire Council advice to ESA Commissioner on the 2016-17 EPD Bushfire Operations Plan (BOP) Council approved the draft correspondence, the secretariat to deliver to the correspondence to the Commissioner's office.

**Agenda item: 7.0 – Council's Annual Preparedness Report**

**Presenter:**

**Chair**

**Discussion:**

Bushfire Council members' contribution to preparing the annual preparedness report.

Note: The updated information from the LCC presentation to be included in the BFC report.

The next step is to send each member sections to Sarah Ryan for collating into a single document. The agreed final date is Friday 14 October 2016.

Note: Bushfire Council Members thanked and acknowledged the support of the PCS team and ACTRFS team for the information provided over the year which assisted greatly in the preparation of this year's Annual Report.

**Agenda item: 8.0 – Commissioner's Report**

**Presenter:**

**David Foot**

**Discussion:**

Acting Commissioner David Foot introduced himself to new Bushfire Council Members.

Mr Foot provided an overview of current issues within ESA on behalf of the Dominic Lane.

A written report was provided to Council outlining the delay of the Bushfire Season, Review of the Built Up Area, ACTRFS Open Day, ACT Election and the assistance provided to Vanuatu.

Three ESA officers are travelling to Vanuatu to assist with the Vanuatu National Disaster Act 2000 and a customised incident management system, built on the Australasian Inter-service Management System (AIIMS). ESA entered a long term relationship with Vanuatu and the ACT Government donated redundant firefighting vehicles and equipment to assist in increasing the resilience of Vanuatu.

**Action:**

- Nil

**Agenda item: 9.0 - Land Manager's Report**

**Presenter:**

**Neil Cooper**

**Discussion:**

Neil Cooper, Manager, Fire, Forest and Roads, ACT Parks and Conservation Service (EPD) provided an overview of current activities in his unit as summarised below.

- Neil Cooper advised he is presenting a paper on 'Making National Policy operational' at the Institute of Foresters of Australia Conference in Mount Gambier South Australia on 7 October 2016.
- TM1 database has significant issues and not functioning to capacity.
- Three PCS members attended the AFAC Conference in Brisbane.
- Final BOP Submission has been provided to the Commissioner and waiting approval.
- Very positive feedback received from the three PCS female firefighters who went to the 'Women in Fire' Conference in Brisbane – Summary/Outcome: The female staff are keen to set up a female firefighting cohort within PCS – Christine Goonrey has offered her assistance to the group and Neil Cooper advised he has offered to be the group sponsor.
- The new G Wagon will be handed over on the 20 October and will be displayed at the ACTRFS Open Day.
- The third and last two day Fire Preparedness workshop is being held later this month, 80 to 90 staff have attended the compulsory training workshop to date.
- Undertaking work on the pre-formed IMT's in conjunction with ESA.
- Staff attending (aviation) air attack/air observers training this week.
- Fire Camp held at Birrigai in conjunction with NSW Parks, 50 members attended the live in camp and the interaction between the interagency.
- The recent rain has delayed the mowing program and it will be very unlikely that all grass will be treated prior to Christmas.

Action:

- Nil

**Agenda item: 10.0 – Chief Officer ACT Rural Fire Service Report**

**Presenter:**

**Joe Murphy**

**Discussion:**

- The start of the Official Bushfire Season in the ACT has been delayed by one month due to the current wet conditions across the Territory and will now commence on 1 November 2016.
- Recruitment update – Community Education position applications period has closed with short listing and interviews to be conducted.
- The Manager SBMP, Policy and Governance position is in the final process of being finalised.
- The Pre-Season briefing was held on the 21 September 2016.
- A meeting is being held regarding the recruitment for the new Group Officers.
- The new heavy tanker and light unit are ready to be delivered to Brigades.
- The pre-formed IMT's for this season will be completed by the end of this week. The 3 pre-formed IMT teams will be on a weekly roster with the same team operating for the entire season. The teams will have the key IMT and support/ admin positions available on call.
- The teams will meet at the start of their rostered on call shift and will operate as a team in the forthcoming IMX.
- All preseason servicing has been completed with a huge thank you to workshops for the timely manner in getting it completed; there were only very minor issues noted and over all the whole RFS fleet is in great operational condition.

- ESA is in the early stages of planning an IMX to test a couple of situations, this IMX is planned for the late part of this year.
- All duty officers have been meeting with the COMCEN platoons to discuss the seasonal requirements; these briefs are very beneficial in getting everyone together to talk about what is expected from each service to continue the close working relationship.
- The ACTRFS increased its membership in September by 7 new members. The total volunteer membership is 548, as at 30 September 2016. There are 103 females and 445 males.
- A bushfire fighter course is planned to start on 11 October 2016, new recruits need to complete their fitness and inductions before the course starts.
- Preparations for the RFS Open Day have commenced for this year to be held at the RFS Hume Helibase on Sunday 23 October 2016. The wet weather is a concern and the paddock is being reviewed on a weekly basis and road base will be placed at the entry/egress of the car park. Secure Aviation is providing a static helicopter display and joy flights. They are donating a joy flight for two people and RFS have organised a \$1 dollar a ticket raffle with money raised going to Picking up the Pieces.
- ACT Fire & Rescue Community Fire Units (CFU) will be taking part in CFU Saturday at various locations around the ACT on Saturday 15 October 2016. RFS brigades have been encouraged to attend.
- The Community Protection Team has been assisting rural landholders with finalisation of property projects undertaken under the NBMP funded Rural Grants Scheme. Staff inspected water tanks and standpipes installed to enable quick refilling of fire units on the Callum Brae property. The team have been trying to stay out of the bush this week due to the conditions.
- A list of the newly appointed Brigade Captains was attached to the meeting papers highlighting members that had less than 5 years length of service, with their appointment to be confirmed.

**Action:**

- Nil.

**Agenda item: 11.0 – General Business**

**Presenter:**

**Chair**

**Discussion:**

- Electronic Fire Danger Rating (EFDR) Signs – Sandra Lauer

Ms Lauer raised a suggestion for EFDR signs to be installed and used in the ACT similar to the NSW signs that have been installed on some major roads.

Chief Officer ACTRFS provided an update in relation to an ACTRFS project management plan application that was submitted seeking approval for a grant through the National Disaster Resilience Program (NDRP) to purchase and install twelve EFDRS to add to and replace the existing eight FDRS in the ACT.

The signs would be strategically located on major arterial roads throughout the ACT and display the fire danger rating, and provides the local community with the latest ratings forecast on how dangerous a fire would be if one occurred.

The NDRP grants application process is at the evaluation stage.

- BFC representation on Emergency Services Operational Review Group (ESORG) (as per Natarsha Carney's email – tabled)

Natarsha Carney represented BFC at ESORG during discussions in relation to the revision of the Build-up Areas and Rural area Boundaries. Discussions on this topic have now ceased and Natarsha asked if BFC representation is required at future ESORG meetings. It was agreed that BFC will be invited to ESORG when existing operational arrangements are to be reviewed in the future.

Action:

- Nil.

Agenda item:	<i>12.0 – Next Meeting</i>	Presenter:	Chair
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The agenda for the next Council meeting will include:

- Consideration of Topics for 2017 Business Plan for next meeting agenda.
- Mr Foot and Mr Lhuede to attend the BFC Meeting in November and provide an update on the revised BUA maps and LIDAR.

The next meeting is scheduled for 4pm Wednesday 2 November 2016.

Action:

- Secretariat to put on next month’s agenda – Topics for 2017 Business Plan.
- Secretariat to invite Mr Foot and Mr Lhuede to attend the BFC Meeting in November and provide an update on the revised BUA maps and LIDAR.

Closing: The meeting closed at 18:00.



# ACT BUSHFIRE COUNCIL MEETING IMPLEMENTATION 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.

## Active Items for current meeting

Action Item / Issue <sup>1</sup>			Originating Meeting date	Responsibility	Proposed/Revised completion date	General Comment	Status Update
Consideration of Topics for 2017 Business Plan for next meeting agenda.			5 October 2016	Secretariat	2 November 2016		Agenda item 2 November 2016 meeting
Mr Foot and Mr Lhuede to provide an update on the revised BUA maps and LIDAR at the			5 October 2016	Secretariat	2 November 2016		Agenda item 2 November 2016 meeting

Summary of recommendation or issue

Assessment of progress represented by appropriate coloured ‘traffic lights’

Actions shaded in grey reflect completed Actions.

**Progress status legend**

**Red: Significant delays**

**Amber: Some delays**

**Green: On track**

**Completed Items**

Consultation information on changes to building requirements to be provided to Council			2 March 2016, agenda item 6	EPD			Completed
Addressing concerns relating to the SBMP – refinement of the BPA			6 April 2016, agenda item 11	Chair		Lidar validation	Completed
Environment and Planning Directorate (EPD) Bushfire Operational Plan <ul style="list-style-type: none"> <li>• Council to draft and provide a report to the ESA Commissioner as per the <i>Emergencies Act 2004</i>.</li> <li>• Council requested future follow up on the Throsby development once infrastructure works have</li> </ul>			7 September 2016, agenda item 6	Fire Management Team (EPD)			Completed

<p>been completed regarding APZ's and overall fire management in relation to the adjoining nature reserve.</p> <ul style="list-style-type: none"> <li>• Secretariat to email the presentation to Council Members.</li> </ul>							
<ul style="list-style-type: none"> <li>• <i>Fire on the Limestone Plains: A century of fighting fires in the Australian Capital Territory 1915-2015</i> written by Mr Pat Barling – Mr Barling requested Council Members provide feedback on the publication.</li> <li>• Secretariat to send an invitation to Council Members regarding the ACTRFS Pre-Season briefing on Wednesday 21 September 2016.</li> </ul>			<p>7 September 2016, agenda item 8</p>	<ul style="list-style-type: none"> <li>• Council</li> <li>• Secretariat</li> </ul>		<p>Council noted the great work by Pat Barling</p>	<p>Completed</p> <p>Completed</p>

*The 2016 BFC Business Plan*

Tentative meeting agenda topics.

Feb-16	<ul style="list-style-type: none"> <li>• Cross Border Arrangements (RFS) (SBMP 2&amp;3)</li> <li>• Update on Review into Community Fire Units (F&amp;R) (SBMP 9)</li> </ul>	Completed Completed
Mar-16	<ul style="list-style-type: none"> <li>• Review of Bushfire Prone Areas (EPD + ESA) (SBMP 10&amp;11)</li> <li>• Update on community awareness and warning activities (SBMP 9)</li> </ul>	Completed Completed
Apr-16	<ul style="list-style-type: none"> <li>• Use of new technology for weather forecasting and fire behaviour (ESA + BOM) (SBMP 3&amp;8)</li> <li>• New approaches to identifying priorities for reducing fuel hazards and monitoring and evaluating risk reduction (SBMP 8)</li> <li>• Overview of lessons learnt – inquiries, reviews and reports (SBMP 8)</li> </ul>	Completed July agenda Completed
May-16	<ul style="list-style-type: none"> <li>• Outcome of strategic review of fuel hazards and road network in Lower Cotter (SBMP 6&amp;7)</li> </ul>	Completed Completed
Jun-16	<ul style="list-style-type: none"> <li>• Farm FireWise Program update</li> <li>• Update on Indigenous Fire Management Program</li> </ul>	Completed
Jul-16	<ul style="list-style-type: none"> <li>• Investigate different approaches to achieve low intensity and different seasonality in fire regimes (SBMP 8)</li> <li>• Overview of volunteer brigades in relation to recruitment, retention, succession planning, mentoring, training and competencies. (SBMP 2&amp;3)</li> </ul>	Completed
Aug-16	<ul style="list-style-type: none"> <li>• Review of achievements of the TAMS Bushfire Operational Plan in 2014-15 (SBMP 1 &amp; 6)</li> <li>• Aviation Arrangements and Developments (SBMP 3)</li> <li>• New approaches for risk reduction</li> </ul>	Completed Completed
Sep-16	<ul style="list-style-type: none"> <li>• Seasonal Outlook for 2016/17</li> </ul>	Pending

	<ul style="list-style-type: none"> <li>• Production of Annual Preparedness Statement for the Minister</li> <li>• Annual pre-season briefing on Preparedness by Rural Fire Service</li> </ul>	
Oct-16	<ul style="list-style-type: none"> <li>• Burning Program for 2017</li> </ul>	
Nov-16	<ul style="list-style-type: none"> <li>• Contingency meeting to allow for slippage</li> </ul>	
Dec-16	<ul style="list-style-type: none"> <li>• 2016 in Review - Planning for 2017</li> <li>• Verbal Report to Commissioner on scope and effectiveness of SBMP as required by <i>Emergencies Act 2004</i></li> </ul>	