



ACT Bushfire Council Minutes

Date: 24 Nov 2021

Time: 4 pm – 7 pm

Location: 220 London Circuit

Attendance	
Chair	Sally Troy – Chair, ACT Bushfire Council
Attendees	Dylan Kendall – Deputy Chair, ACT Bushfire Council Tony Bartlett – Member John Brickhill – Member Kylie Coe – Member Andrew Giekie – Member Len Morris – Member Asha Naznin – Member Marta Yebra – Member
Apologies	NIL
Guests	NIL
Secretariat	Tara Bucknall – Executive Officer ESA Deputy Commissioner

Item	Topic	Action or Decision	Area Responsible	Due
1.	Welcome and Apologies			
	The Chair acknowledged the traditional custodians of the land that the meeting was on, the Ngunnawal people. She acknowledged that the love and support that they have for country has, and continues to, provide a beautiful place to live and thrive. The knowledge and teaching of elders continue to support our understanding of how to			

	better manage and care for the land.			
2.	Acceptance of Minutes from 3 Nov meeting			
	The draft minutes were discussed, amended and agreed.			
3.	Review of Council Action items			
	Council discussed and confirmed format for Action item register.			
4.	Correspondence for noting			
	The Chair discussed the correspondence she had sent to Minister, Commissioner ESA, Deputy Director General EPSDD requesting input to the Council's identification of strategic issues for Council focus.			
5.	Council Meeting Protocols			
	Council reviewed, amended and agreed on the proposed Meeting Protocols. It was agreed that this would be a live document and would be reviewed quarterly. The Chair requested that a standing agenda item be added to remind Council to note any matters for consideration relating to Council performance. This is to be done at the end of each meeting and determine if needs to be addressed then or raised at quarterly review.			
6.	Review of Terms of Reference (ToR)			
	Council reviewed the ToR signed by Minister. They identified a number of areas for clarification and feedback for inclusion in the development of the ToR for the Multi-Hazard Advisory Council. Noting that secretariat will ensure these items are raised in the drafting of the new ToR.			
	10 Min Break			
7.	Discussion of potential areas for Council to consider			
	Council reviewed in detail the topics that had been raised during their first two meetings to identify areas for consideration. At the end of the discussion, Council had identified the following Focus Areas: <ul style="list-style-type: none"> • Strategy • Community 	Focus areas to be distributed and Council members to provide input on narrative and details.	Secretariat Council members	

	<ul style="list-style-type: none"> • Agency • Technology and Infrastructure • Urban Development <p>Council identified that the next steps were to develop the scoping statement and details around each theme to consolidate the topics within each Focus Area.</p> <p>Council agreed that they would work towards addressing three Focus Areas in each year and provide to the Minister a report and recommendation on those progressively throughout the year.</p>			
8.	Action item review			
	Council reviewed action items provided from previous Council and allocated them to be addressed with the relevant strategic focus areas.			
9.	Council member updates			
	<p>Chair – provided an update on the SBMP Governance Committee meeting she attended. She noted that the Governance Committee now felt they had established their processes for their review of action items within the SBMP and would now be meeting bi-monthly.</p> <p>Marta Yebra – provided an update on some new technologies she was working with.</p> <p>Tony Bartlett – provided an update on a presentation he had recently provided to the Forestry Australia conference</p> <p>Len Morris – provided an update on some activities being undertaken with the volunteer in ACT SES</p>			
10.	Other Business			
	NIL			
11.	Agreed Meeting Communique			
	On 24 November 2021, the ACT Bushfire Council met and discussed in detail strategic items that they have identified as potential areas of focus. They reviewed recommendations and action items from the previous council. Council intends to seek feedback from the ACT ESA Commissioner, DDG EPSDD and the Minister for Police and Emergency Services to determine which matters will be considered over the next 12 -18 months.			

12.	Meeting Close			
	Meeting closed at 7.00 pm			