

Rural Fire Service Strategic Planning Committee

Meeting Date: Thursday, 30 November, 2017
Location: Council Chambers, City Administrative Centre, Bridge Road, Nowra
Time: 6.00pm

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. **Apologies**
2. **Confirmation of Minutes**
 - Rural Fire Service Strategic Planning Committee - 11 May 2017 1
3. **Reports**
 - RF17.24 Proposed Dates for Meetings in 2018 6
 - RF17.25 RFS Infrastructure Preface 7
 - RF17.26 Other RFS Infrastructure Projects 9
 - RF17.27 IEMC 92 Albatross Road, South Nowra Master Plan 13
 - RF17.28 West Nowra Rural Fire Station 14
 - RF17.29 Kangaroo Valley Station Additions 15
 - RF17.30 Shoalhaven Heads Extensions 16
 - RF17.31 Kioala Station Extensions 17
 - RF17.32 Tabourie Station Extensions 18
 - RF17.33 Currarong Station Additions 19
 - RF17.34 Broughton Vale / Berry Rural Fire Station 20
 - RF17.35 IEMC "Pad Mount" Transformer 22
4. **General Business**
 - RF17.36 Code of Conduct
 - RF17.37 Work Health & Safety (WHS)

Membership

Clr Mitchell Pakes – Chairperson
Clr Mark Kitchener
Clr Jo Gash
Mr Russ Pigg or nominee
Mr Mark Williams
Mr Paul Gooley
Ms Jennifer Lawther (Alternate TBA)
Mr Andrew Fielding (Alternate – Mr Bob Johnston)
Mr Vic Walker (Alternate – Ms Jacqui Cox)
Mr Martin Gaffey (Alternate – Mr Ron Rollinson)
Mr Paul Gleeson (Alternate – Mr Geoff Phillips)
Mr John Ashton (Alternate – TBA)
Mr Bill Bean (Alternate – TBA)
Mr Chris Baseler or nominee

Quorum - Five (5)

Objectives:

To advise Council on issues of a strategic and policy nature relating to the operation of the Rural Fire Services having regard to the following:

- That the core communication between brigades and Fire Control Officer on operational issues be raised through the Group Officers utilising the committee structure.
 - All issues be raised through Fire Control so that statutory matters can be resolved immediately.
 - Policy matters raised can be referred to the Strategy and Assets Committee through the General Manager so that statutory matters can be resolved.
- That the Strategic Planning Committee be developed as the body advising Council on Rural Fire Service policy issues

MINUTES OF THE RURAL FIRE SERVICE STRATEGIC PLANNING COMMITTEE

Meeting Date: Thursday, 11 May 2017
Location: Seven Mile Meeting Room, City Administrative Centre, Bridge Road, Nowra
Time: 5.30pm

The following members were present:

Clr Joanna Gash - Chairperson
Clr Mitchell Pakes
Mr Chris Palmer - Acting District Manager, Shoalhaven Rural Fire Service
Mr Ben Stewart - Director Assets & Works
Mr Paul Gooley
Ms Jennifer Lawther
Mr Andrew Fielding
Mr Vic Walker
Mr Geoff Phillips

Others present:
Clr Patricia White
Megan Birmingham – Shoalhaven City Council
Lynda Ho – Shoalhaven City Council

Apologies / Leave of Absence

Apologies were received from Mayor Amanda Findley, Clrs Nina Cheyne, Mark Kitchener, Greg Watson and Mr Mark Williams.

The Committee welcomed Mr Chris Palmer, Acting District Manager, for Mark Williams.

Confirmation of the Minutes

RESOLVED (Vic Walker / Andrew Fielding)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Thursday 9 February 2017 be confirmed.

CARRIED

Declarations of Interest

Clr Pakes – IEMC “Pad Mount” Transformer – significant non pecuniary interest declaration – Surf Life Saving (SLS) member – remained in the room and did not take part in the vote.

REPORTS

RF17.13 Rural Fire Service Update - May 2017

**HPERM Ref:
D17/138979**

It was noted that Council staff were working through the issues associated with the “pad mount” transformer, including getting an easement through Endeavour Energy.

Formal access for the IEMC through the Crown land “Dog Track” had seen delays to the subdivision due to process requirements for an Aboriginal Land claim.

Ben Stewart undertook to send an update to the Committee when the Aboriginal Land claim is resolved.

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

RESOLVED (Andrew Fielding / Paul Gooley)

That the Committee receives the report for information.

CARRIED

RF17.14 RFS Infrastructure Preface

**HPERM Ref:
D17/129766**

Paul Gooley noted that funds would be sought in future budgets for projects with a budget shortfall. The Training and Logistics centre was not expected to proceed without the full support of Head Office.

Clr Pakes queried the disparity between the allocated budget and the final cost of projects. In response it was noted that initial cost estimates were based on a builders estimate and were not as comprehensive as a quantity estimator; the standardisation of station design had inflated construction costs and fire truck replacement often necessitated stations being modified for larger bays. Paul Gooley noted that if the Shoalhaven RFS had shovel-ready projects, these could receive funding in preference to other areas.

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

RESOLVED (Paul Gooley / Andrew Fielding)

That the Committee receives the report for information.

CARRIED

RF17.15 Other RFS Infrastructure Projects

**HPERM Ref:
D17/129956**

In relation to staff movements, James Morris had been seconded to Head Office to take up a media role. It had been challenging to find staff to backfill Chris Palmer’s and James Morris’ position.

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

RESOLVED (Geoff Phillips / Jennifer Lawther)

That the Committee receives the report for information.

CARRIED

RF17.16 IEMC 92 Albatross Road, South Nowra Master Plan

**HPERM Ref:
D17/130033**

Recommendation (Item to be determined under delegated authority)

That Council reports to the Committee on the status of the sub division of "Dog Track Road" and pursue this to completion as a matter of priority.

RESOLVED (Paul Gooley / Chris Palmer)

That Council reports to the Committee on the status of the sub division of "Dog Track Road" and pursue this to completion as a matter of priority.

CARRIED

RF17.17 West Nowra Rural Fire Station

**HPERM Ref:
D17/130048**

Clr Pakes noted that staff had been liaising with SLS and their contribution towards the transformer was known. However, he queried what the contribution of the other volunteer services would be. Council would pay a proportion of the cost of the transformer and Ben Stewart undertook to clarify the other payment contribution obligations. The RFS and Logistics Centre would be key demands of the new transformer.

Recommendation (Item to be determined under delegated authority)

That Council expedites the installation and connection of the Pad Mount transformer and connection of permanent power to the WNFS so as all electrical installations can be utilised.

RESOLVED (Vic Walker / Chris Palmer)

That Council expedites the installation and connection of the Pad Mount transformer and connection of permanent power to the WNFS so as all electrical installations can be utilised.

CARRIED

RF17.18 Milton Catering Station Extensions

**HPERM Ref:
D17/130069**

Paul Gooley noted that the leaking hydrant at the Milton Catering Station has been capped and the site was drying out pending negotiations on the maintenance and drainage works to the driveway. The entrance to the station may be relocated as part of these works. Discussion of this matter was ongoing.

Paul Gooley undertook to report back to Ben Stewart on the state of the driveway once it had dried out.

Recommendation (Item to be determined under delegated authority)

That Council & RFS meet on site to plan the proposed alternate station access using Woodstock Road, and work with the RFS to rectify maintenance and drainage issues which remain post

hydrant relocation.

RESOLVED (Paul Gooley / Clr Pakes)

That Council & RFS meet on site to plan the proposed alternate station access using Woodstock Road, and work with the RFS to rectify maintenance and drainage issues which remain post hydrant relocation.

CARRIED

RF17.19 Broughton Vale / Berry Rural Fire Station

**HPERM Ref:
D17/130099**

Staff advised that Crown Lands expected Council to pay for the RFS station site. RFS would only partner with HINFRA if this proved cost effective, otherwise RFS hoped HINFRA would ensure the services were situated as close as possible to the RFS station site. Discussions were ongoing.

Recommendation (Item to be determined under delegated authority)

That

1. Council and the District Manager continue to work with HINFRA, RMS and Dept Lands to formalise the land use agreements and secure the identified land parcel
2. RFS works with Council on the formal designing, plan preparation, cost estimation and DA submission for the new station within the available land parcel
3. Council assesses and undertakes a cost benefit analysis between the following options:
 - a) Undertaking RFS construction works in sync with HINFRA Ambulance portion
 - b) Remaining separate to HINFRA works and running RFS project completely separately

RESOLVED (Andrew Fielding / Chris Palmer)

That

1. Council and the District Manager continue to work with HINFRA, RMS and Dept Lands to formalise the land use agreements and secure the identified land parcel
2. RFS works with Council on the formal designing, plan preparation, cost estimation and DA submission for the new station within the available land parcel
3. Council assesses and undertakes a cost benefit analysis between the following options:
 - a. Undertaking RFS construction works in sync with HINFRA Ambulance portion
 - b. Remaining separate to HINFRA works and running RFS project completely separately

CARRIED

RF17.20 IEMC "Pad Mount" Transformer

**HPERM Ref:
D17/130330**

Recommendation (Item to be determined under delegated authority)

That Council expedites the construction and finalisation of this project.

RESOLVED (Chris Palmer / Vic Walker)

That Council expedites the construction and finalisation of this project.

CARRIED

RF17.21 Bendalong / Cunjurong Point / Manyana Amalgamation

**HPERM Ref:
D17/130336**

Paul Gooley noted that it would be some time before the amalgamation was fully processed by Head Office as system updates took time. The new Manyana brigade was operating out of two stations. Bendalong station would be refurbished with a category 1 shed and be a satellite station of Cunjurong Point.

Recommendation (Item to be determined under delegated authority)

That the District Manager continues to monitor the processing of the amalgamation request with a view to finalising this matter as matter of priority.

RESOLVED (Paul Gooley / Chris Palmer)

That the District Manager continues to monitor the processing of the amalgamation request with a view to finalising this matter as matter of priority.

CARRIED

GENERAL BUSINESS

RF17.22 Code of Conduct

**HPERM Ref:
D17/130698**

There were no matters raised.

RF17.23 Work Health & Safety (WH&S)

**HPERM Ref:
D17/130710**

RFS colleagues were reminded that Work Cover was in the area carrying out forklift checks and staff should ensure their tickets are up-to-date.

There being no further business, the meeting concluded, the time being 6.30pm.

Clr Joanna Gash
CHAIRPERSON

RF17.24 Proposed Dates for Meetings in 2018

HPERM Ref: D17/383909

Group: Assets & Works Group

Purpose / Summary

To determine Rural Fire Service Strategic Planning Committee meeting dates for 2018.

Recommendation (Item to be determined under delegated authority)

That the Committee adopt the proposed meeting dates for 2018.

Options

1. The Committee accepts the proposed meeting dates for 2018, as provided.
2. The Committee accepts alternative meeting dates for 2018.

Implications: Nil

Background

That the Committee adopt the proposed meeting dates for 2018, as follows:

- 5:30pm – Thursday 8 February 2018;
- 5:30pm – Thursday 10 May 2018 (to be convened if required);
- 5:30pm – Thursday 9 August 2018, and
- 5:30pm – Thursday 8 November 2018 (to be convened if required).

Community Engagement

The Committee will be consulted at its 30 November 2017 meeting.

RF17.25 RFS Infrastructure Preface

HPERM Ref: D17/359762

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

Details

The below table shows the current Infrastructure component of the Strategic Capital Expenditure Program (SCEP). This table is detailed in order of funding allocated and priorities as to these and future. (These priorities may change from time to time as required.) *It should be noted that changes to the RFS policy, now sees projects being funded in a maximum of two stages, being:*

1. the allocation of 'seed' or preparatory funding for costs encountered during the planning phase (reports, plans, consultants etc)
2. the allocation of full cost to complete the project based on quantity cost estimates.

RF17.25

#	PROJECT NAME	ALLOCATED	COST EST	SHORTFALL
1	IEMC Master Plan	\$ 30,000	30,000	nil
2	West Nowra Fire Station (new)	\$1,600,000	1,600,000	nil
3	Kangaroo Valley ablutions/extension	\$ 400,000	637,676	237,676
4	Shoalhaven Heads extension	\$ 400,000	675,272	275,272
5	Kioloa Station extension	\$ 220,000	406,792	186,792
6	Tabourie Station extension	\$ 180,000	498,593	318,593
7	Milton Station extension	\$ 35,000	35,000	nil
8	Currarong Station extension	\$ 275,000	275,000	nil
9	Training, Logistics, SMSS Facility (TLSF) (new)	\$	9,500,000	9,500,000
10	Broughton Vale Station (new)	\$ 50,000	1,000,000	950,000
11	Wandandian station extension	\$	185,000	185,000
12	Basin View station extension	\$	175,000	175,000
13	Conjola station extension	\$	195,000	195,000
14	Beaumont station extension	\$	160,000	160,000
15	Huskisson station extension	\$	185,000	185,000
16	IEMC Pad Mount Transformer	\$ 165,000 (RFS) \$ 135,000 (SCC)	300,000	nil
17	Bendalong/Cunjurong Pt – Stn alterations	\$	U/K	TBA
	TOTALS	\$3,490,000	\$15,858,333	\$12,368,333

All of these are in various forms of completion, from seed/investigation/planning, through to construction. As shown above, most have funding allocated and are listed as committed projects.

Note: *Other projects listed will be bid for in following years estimates or at other times as required. It should be noted that in relation to project #9 other external RFS sections (SMSS & State Logistics) will be housed in the proposed facility.*

Each of these items is dealt with in more detail in separate reports in accordance with the numbering in the table above.

RF17.26 Other RFS Infrastructure Projects

HPERM Ref: D17/359833

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

Details

1. Milton/Catering Station extensions

Current budget allocated	\$ 35,000.00
Cost estimate of project:	\$ 35,000.00
Variance:	\$ nil

The District has reviewed its priorities and needs in relation to this facility. As a result, some works have already been undertaken in relation to storage facilities and breezeways.

The existing allocated funds will now be sufficient to complete necessary works.

The expenditure of these funds is underway and will be completed by end of the calendar year. Likely expenditure will include drainage and driveway sealing (partial).

Once completed reimbursement claim will be submitted to RFS Region.

2. Training/Logistics/SMSS Facility (TLSF)

Current budget allocated	\$
Cost estimate of project:	\$9,500,000.00
Variance:	\$9,500,000.00

Nothing new to report.

RFS Infrastructure Management (Sydney) has not progressed the issue.

This project is now in hiatus whilst other Infrastructure works are occurring. The District (when able), will formalise the project proposal documentation which including all plans and costings undertaken to date and officially resubmit through Region and Head Office.

3. Wandandian station extensions

Current budget allocated:	\$
Cost estimate for project:	\$185,000.00
Variance:	\$185,000.00

No funding is currently allocated to this project. Consideration will be given to seeking seed funding for this project to DA stage in a future budget.

This project remains within the Shoalhaven Strategic Capital Expenditure Program (SCEP) and as such will remain on the DM SPC report.

4. Basin View Station extensions

Current budget allocated:	\$
Cost estimate for project:	\$175,000.00
Variance:	\$175,000.00

No funding is currently allocated to this project. Consideration will be given to seeking seed funding for this project to DA stage in a future budget.

This project remains within the Shoalhaven Strategic Capital Expenditure Program (SCEP) and as such will remain on the DM SPC report.

5. Conjola Station extensions

Current budget allocated:	\$
Cost estimate of project:	\$195,000.00
Variance:	\$195,000.00

No funding is currently allocated to this project. Consideration will be given to seeking seed funding for this project to DA stage in a future budget.

This project remains within the Shoalhaven Strategic Capital Expenditure Program (SCEP) and as such will remain on the DM SPC report.

6. Beaumont Station extensions

Current budget allocated:	\$ 5,000.00
Cost estimate of project:	\$160,000.00
Variance:	\$155,000.00

No funding is currently allocated to this project. Consideration will be given to seeking seed funding for this project to DA stage in a future budget.

This project remains within the Shoalhaven Strategic Capital Expenditure Program (SCEP) and as such will remain on the DM SPC report.

7. Huskisson Station extensions

Current budget allocated:	\$
Cost estimate of project:	\$185,000.00
Variance:	\$185,000.00

No funding is currently allocated to this project. Consideration will be given to seeking seed funding for this project to DA stage in a future budget.

This project remains within the Shoalhaven Strategic Capital Expenditure Program (SCEP) and as such will remain on the DM SPC report.

8. Bendalong/Cunjurong Pt/Manyana amalgamation

This matter has now been completed.

On Wed 18 October, the inaugural Manyana RFB Annual General Meeting was held. This meeting elected the new Brigades Captain (Mr Shane Bullock), other Officers and administrative personnel.

Planning works for two Brigade facilities will be undertaken as soon as funding can be secured through the RFFF, in line with District priorities.

9. 2017/18 RFFF Allocation

The 2017/18 RFFF Allocation has been received by Council and District Office.

This is the first year of the amended estimate and allocation process.

This will see the amount of required contribution by Council fixed to a percentage of the total Rural Fire Fighting Fund (RFFF). Council's mandatory contribution percentage has been advised as 2.664%.

Below is a basic breakdown of items included:

ITEM	BID	ALLOCATED	VARIANCE	CARRY OVER	TOTAL AVAIL
M&R	\$622,250	\$622,250	NIL	n/a	\$622,250
PPE	\$130,000	\$80,000	(\$50,000)	n/a	\$80,000
Fire Fighting Equip	\$130,000	\$140,000	\$10,000	n/a	\$140,000
Appliances	\$585,559	\$687,115	\$101,555	n/a	\$687,115
Other Vehicles	\$300,000	\$0.00	(\$300,000)	n/a	\$0
Infrastructure	\$969,597	\$0.00	(969,597)	\$2,034,767	\$2,034,767
TOTALS	\$2,737,406	\$1,529,365	(\$1,208,042)	\$2,034,767	\$3,564,132

As mentioned earlier in this report, no additional funds have been allocated for Infrastructure projects. RFS has advised that further funds were not available due to currently allocated funds not having been expended and the length of time being taken to bring projects to completion.

Once existing funds have been expended, RFS will consider further allocations, but only for:

- Seed funding – to bring a proposed project to fully costed and DA approved stage
- Project funding – full allocation of total construction/fit out cost.

Unfortunately, the \$300,000 bid for the new “Pod” Logistics vehicle also failed to be allocated

10. Staff Movements

Since the last report, Mr Shannon Judge has taken up ongoing employment (transfer) to the Glendenning office (OMSS).

Mr James Morris has also recently accepted a permanent transfer to the State Media section of Head Office. James had been on secondment to that section for the past 6 months.

Mr Ross Smith has now been appointed in the position vacated by Shannon Judge. The backfilling of the position vacated by James Morris will hopefully be filled once the next induction of OPO1 recruits is completed.

RF17.27 IEMC 92 Albatross Road, South Nowra Master Plan

HPERM Ref: D17/359848

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That Council report to the Committee the status of the sub division of “Dog Track Rd” and pursue this to completion as a matter of priority.

Details

Current RFFF budget allocated	\$30,000.00
Cost estimate of project:	\$30,000.00**
** - RFS Contribution	

Master Plan project involving RFFF allocation expenditure ‘complete’.

Working on version “J”. Council reimbursement claim submitted to RFS.

The formalisation of the proposed sub division of Dog Track Rd is still outstanding.

Council has previously advised this was due for completion in June ’16.

Council has provided information that the process “is in progress” at all meetings since that time.

It has now been 17+ months and no advice has been received that this matter has been resolved.

Council is requested to provide information on the current status of this matter and the reasons why this has not yet been completed and when completion is expected.

RF17.28 West Nowra Rural Fire Station

HPERM Ref: D17/359877

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That Council expedites the installation and connection of the Pad Mount transformer and connection of permanent power to the WNFS so as all electrical installations can be utilised.

Details

Budget allocated:	\$1,600,000.00
Cost estimate of project:	\$1,600,000.00
Variance:	\$ 0.00

Since last meeting, claims for reimbursement have been submitted and processed for payment to Council.

Final reimbursement claim to be processed before end of year.

Of concern is the length of time taken to construct the IEMC Pad Mount Transformer which without, is preventing the full use of all facilities at the station (see item 16 of RFS Infrastructure report for further detail).

RF17.29 Kangaroo Valley Station Additions

HPERM Ref: D17/359893

Submitted by: The Fire Safety Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

1. That the Committee requests Council to support the current site proposal plans as developed by Council in consultation with RFS management and the Kangaroo Valley Brigade.
2. That the Committee requests Council's development services submit the DA to Council's next meeting for determination so that the project can be progressed as a matter of urgency.

Details

Current budget allocated:	\$400,000.00
Cost estimate of project:	\$637,676.00
Variance:	\$237,676.00

Of concern is the lack of progress in relation to this project. Over 6 months have passed since it was identified that the station (and proposed additions) are within a 'storage area' flood zone. In the past two weeks, Fire Control has been advised that there are now potential issues with the proposed height of the project.

What is alarming is the length of time being taken to make determination of these issues by Council.

It should be noted that should Council reject the current proposal, then this would necessitate Council to secure and make available another suitable block of land with suitable station within the Kangaroo Valley central precinct.

Rural Fire Fighting Funds (RFFF) have been allocated for this project and failure to make substantial commencement on the project by January 2018 may see these funds withdrawn.

It should be noted that if this occurs, these funds may be allocated to another District.

RF17.30 Shoalhaven Heads Extensions

HPERM Ref: D17/359905

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That

1. the Committee endorses the project as planned and also the proposal to seek a transfer of the shortfall of funds from the Currarong Station project (item RF17.33) to allow for completion of this project.
2. the Committee seeks a commitment from Council on the DA approval timeframe.

Details

Current budget allocated:	\$400,000.00
Cost estimate of project:	\$675,272.00
Variance:	\$275,272.00

The Brigade Station Steering Committee has met and endorsed the plans. (April '17)

Since that time, plans have been completed and the DA has now been submitted. There is no advice available as to when this will be determined.

Whilst a bid was made in the 2017/18 RFFF estimates, no further funds for the shortfall of this project have been allocated.

So as to ensure the project is able to be completed, it is proposed that this shortfall be sourced from the Currarong RFB station additions/refurbishment. (see item 8 of RFS Infrastructure report for further details in regard to this)

RF17.31 Kioala Station Extensions

HPERM Ref: D17/359919

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That

1. the Committee endorses the project as planned and also the proposal to seek a transfer of the shortfall of funds from the Currarong Station project (item 8) to allow for completion of this project.
2. the Committee seeks a commitment from Council on the DA approval timeframe

Details

Current budget allocated:	\$220,000.00
Cost estimate for project:	\$406,792.00
Variance:	\$186,792.00

Since last report, plans have been completed and the DA has now been submitted. There is no advice available as to when this will be determined.

Whilst a bid was made in the 2017/18 RFFF estimates, no further funds for the shortfall of this project have been allocated.

So as to ensure the project is able to be completed, it is proposed that this shortfall be sourced from:

1. \$150,000 from Tabourie additions/refurbishment. (see item 6 of RFS Infrastructure report for further details about this).
2. \$37,000 from the Broughton Vale new station seed funding (see item 10 of RFS Infrastructure report for further details to this).

RF17.32 Tabourie Station Extensions

HPERM Ref: D17/360023

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That

1. the land use agreement is progressed and formalised
2. the DA for the project be submitted to Council for determination
3. \$30,000 of the funds currently allocated be used to progress to DA completion.
4. the District Manager make application to the RFS for the remaining portion of the funds (\$150,000) currently allocated to the project be re-allocated to the Kioloa RFB station (item 5) addition/refurbishment to permit its completion.
5. full funding for the completion of the project be included into the 2018/19 RFFF estimates.

Details

Current budget allocated	\$180,000.00
Cost estimate of project:	\$498,593.00
Variance:	\$318,593.00

A bid for this shortfall amount was included in the 2017/18 RFFF estimates, but this was unsuccessful.

Council has recently advised that an issue has arisen between the Crown Lands as the property owner of the existing site. This surrounds formal paperwork which wasn't completed by Council when the original structures were constructed. This will require a land use rezoning and agreement to occur. Whilst an unwanted formality, this will see the progress of the project stall whilst it is determined and finalised.

Due to this delay and the shortfall in funds allocated to the project, it is proposed that funds currently allocated be used to bring the project through to DA approval once land issues have been resolved. (excluding \$30K to remain for planning costs).

RF17.33 Currarong Station Additions

HPERM Ref: D17/360052

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That

1. The Committee endorses the District Manager to seek the transfer of funds allocated to this project to the Shoalhaven Heads RFB station project to allow for its completion.
2. The Committee endorses the District Manager to apply for seed funding for this project in the 2018/19 RFFF estimates to bring the project to fully costed DA status.
3. The Committee recommends to Council that once seed funding is allocated, that NSW Department of Public Works be appointed as the principal contractors for this project

Details

Current budget allocated	\$275,000.00
Cost estimate of project:	\$275,000.00
Variance:	\$ 0.00

Concept Plans have been received from the architect. These have been endorsed by the Brigade.

Whilst preliminary planning has occurred for this project, due to competing priorities and the inability of Council to provide management/planning staff, this has not progressed further.

In addition, given the preliminary costing for this project as drafted will likely be significantly higher than the funds allocated, along with the requirement to expend currently allocated funds as a matter of urgency, it is proposed that a request to transfer these funds to the Shoalhaven Heads Station additions/refurb to allow for it to be completed. (see separate report).

RF17.34 Broughton Vale / Berry Rural Fire Station

HPERM Ref: D17/360088

Submitted by: The Fire Safety Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That

1. The Committee requests Council revisits the level of proposed civil works proposed with a view to exploring alternate options or exemptions to current requirements.
2. The Committee requests Council considers undertaking or contributing to the cost of the civil works required to have the site prepared for station construction.
3. The Committee requests Council it reviews available land parcels in the Berry area that maybe suitable for a RFS station.
4. In the meantime, the Committee requests Council continue to work with HINFRA, RMS and Dept Lands to formalise the land use agreements and secure the identified land parcel.
5. The Committee request Council provide the RFS a fully detailed costing of ALL required civil works for the proposed site, including power, water, sewerage, drainage etc.
6. The Committee requests Council make contact with Health Infrastructure (HINFRA) in relation to their current build program on the site and a view to effectively reducing the level of cost of civil works on the RFS portion of the site.
7. The Committee requests Council identify their capability to undertake all the above recommendations in a timely manner, and if not possible, then consideration be given to appointing the Department of Public Works as the principle contractor for the project.
8. The Committee endorses the District Manager to seek the transfer of \$37,000 of funds allocated to this project to the Kioloa station project (item 5) to allow for its completion.

Details

As of last report, a Quantity Estimate was received from Council for the civil works required on the proposed site. This was approximately \$429,000.00 (excludes Water relocation, Power connection etc.)

RFS Regional Services have advised that they are not prepared to approve such a high level of expenditure for civil works. Suggestions have been made to have this reviewed with regard to there being any other mitigation options available to make the site ready for station construction and if Council is willing to subsidise or contribute to the costs, given that once complete, the existing station site, located in the main CBD of Berry township will become excess to RFS requirements and handed back to Council for its use, reallocation or sale as desired.

Alternatively, they have suggested that Council, along with local RFS revisit the availability of any land parcels in the area with a view to Council allocating land in another location that is suitable for the RFS station (location) and that will not require such significant civil works.

#Authors note: extensive research into the above was undertaken prior to the current site being proposed and endorsed as being the most appropriate and feasible.

Whilst an additional \$100,000 was bid for in the 2017/18 RFFF estimates, this was not allocated

RF17.35 IEMC "Pad Mount" Transformer

HPERM Ref: D17/360131

Submitted by: The Fire Control Officer, Superintendent Mark Williams

Recommendation (Item to be determined under delegated authority)

That Council expedites the construction, connection and finalisation of this project as a matter of urgency so as full reimbursement can be requested.

Details

Current budget allocated:	\$165,000.00 (RFFF) & \$135,000 (SCC)
Cost estimate of project:	\$300,000.00
Variance:	\$0.00

Last report on this project stated that advice from Council was that project was fully funded and construction was due to commence in May 2017.

No works commenced until end September 2017. This project is now over 4 months behind schedule.

As mentioned at previous meetings and reports, the new West Nowra Fire Station on site, cannot be fully powered without this transformer being completed.

Further to this, there is increasing pressure from RFS and State Treasury to expend allocated funds. Failure to fully expend and claim back by February 2018 may see funding allocation removed and re-allocated elsewhere in the State.