

MINUTES OF THE RURAL FIRE SERVICE STRATEGIC PLANNING COMMITTEE

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

The following members were present:

Clr Mitchell Pakes - Chairperson
Clr Mark Kitchener
Mr Mark Williams – District Manager, Shoalhaven Rural Fire Service
Mr Paul Gooley
Ms Jennifer Lawther
Mr Andrew Fielding
Mr Martin Gaffey
Mr Paul Gleeson
Mr John Ashton
Mr Peter Knill – Acting Director Assets & Works

Others present:
Clr Patricia White
Ms Megan Birmingham – Shoalhaven City Council
Ms Lynda Ho – Shoalhaven City Council
Mr Michael Strachan – Shoalhaven City Council

Apologies / Leave of Absence

Apologies were received from Messrs Bill Bean, Paul Keech, Ron Rollinson and Vic Walker.

The Committee welcomed Clr Mitchell Pakes, incoming Chairperson and Mr Peter Knill, Acting Director, Assets & Works (for Mr Paul Keech).

At its meeting on 29 September 2017, Council appointed Clr Mitchell Pakes (Chairperson), Clr Joanna Gash and Clr Mark Kitchener to the Committee.

Confirmation of the Minutes

RESOLVED (Andrew Fielding / Paul Gooley)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Thursday 11 May 2017 be confirmed.

CARRIED

Declarations of Interest

Clr Mitchell Pakes – All reports – significant non pecuniary interest declaration – Member of the RFS – remained in the room and did not take part in discussion or vote.

REPORTS

RF17.24 Proposed Dates for Meetings in 2018

HPERM Ref:
D17/383909

Recommendation (Item to be determined under delegated authority)

That the Committee adopt the proposed meeting dates for 2018.

RESOLVED (Mark Williams / Jennifer Lawther)

That the Committee adopt the following meeting dates for 2018:

1. 5.30pm Thursday 8 February
2. 5.30pm Thursday 10 May
3. 5.30pm Thursday 9 August
4. 5.30pm Thursday 8 November

CARRIED

RF17.25 RFS Infrastructure Preface

HPERM Ref:
D17/359762

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

RESOLVED (Mark Williams / Paul Gooley)

That the Committee receives the report for information.

CARRIED

RF17.26 Other RFS Infrastructure Projects

HPERM Ref:
D17/359833

Status of Infrastructure projects

The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded: Training/Logistics/SMSS Facility (TLSF); Wandandian Station extensions; Basin View Station extensions; Conjola Station extensions; Beaumont Station extensions, and Huskisson Station extensions.

Manyana Brigade

The Bendalong/Cunjurong Point brigades had been amalgamated and the inaugural Manyana RFB Annual General Meeting was held on 18 October 2017. The Fire Control Officer was pleased to see the new brigade “getting on with it”. Mr Paul Gleeson and both brigades were thanked for facilitating the amalgamation process.

2017/18 RFFF Allocation

Although the funding allocation had occurred some time ago the outcome hadn't been reported

due to a meeting being cancelled and another being rescheduled.

It was highlighted that:

- A bid for \$300,000 for a new “Pod” Logistics vehicle had been unsuccessful. The Fire Control Officer would try to get the item into the budget for the mid or following year;
- Approximately \$2 Million had been carried over for infrastructure projects, and
- A bid for approximately \$1,000,000 was unsuccessful due to a lack of expenditure of current allocation of \$2 Million.

Staff Movements

The Committee requested a letter be written to James Morris thanking him for his service and congratulating him on his new appointment.

Joshua Gregory will be joining the RFS, commencing 15 January 2018, having been a member of the Culburra RF brigade and an air force fire fighter.

Recommendation (Item to be determined under delegated authority)

That the Committee receives the report for information.

RESOLVED (Mark Williams / Paul Gooley)

That the Committee writes a letter to James Morris thanking him for his service and congratulating him on his new appointment.

CARRIED

RESOLVED (Mark Williams / Martin Gaffey)

That the Committee receives the report for information.

CARRIED

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

**HPERM Ref:
D17/359848**

Frustration was expressed at the length of time taken to secure the subdivision of the Dog Track Road as a public road and access point for the IEMC. It was noted that :

- The Fire Control Officer disagreed with the statement in Council’s report that “The delay in resolving the road status is not impacting on RFS operation”. Fire trucks routinely used the Dog Track Road, sometimes in emergency situations. It was queried if Council would provide an assurance and accept liability in the event of an accident.
- Michael Strachan advised practical access was currently available to fire trucks via the Dog Track road. There was a difference between practical and legal access. There were many roads in the Shoalhaven that did not follow the legal alignment.
- The FCO noted that the recently awarded DA for the SLS facility shows access through the West Nowra RFB Station carpark, and stated that this is not acceptable or practical and in reality, they too will ultimately need to use Dog Track Road.
- Council had the option of negotiating with Crown Lands to have the land dedicated as a public road or compensating Crown Lands for the land. Clr Pakes undertook to take the matter up with Business & Property.

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.

RESOLVED (Mark Williams / Andrew Fielding)

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.

CARRIED

RF17.28 West Nowra Rural Fire Station

**HPERM Ref:
D17/359877**

The Fire Control Officer disagreed with the statement in Council's report that "Timing of this project [IEMC pad mount transformer] is not impacting on operation of the Brigade premises". The RFS were currently operating from a temporary supply and could not use the air conditioner, 3 phase power and washing machine

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 (Mark Williams / Paul Gleeson)

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

RF17.29 Kangaroo Valley Station Additions

**HPERM Ref:
D17/359893**

The Fire Control Officer expressed frustration at the length of time taken for the Kangaroo Valley station additions to reach the DA stage, specifically the issues relating to flood planning requirements and the height restriction issue. The 28 November 2017 Council meeting resolved to proceed with the enhancement of the current Kangaroo Valley RFS Station despite the planning issues associated with the station being in a flood zone.

Concern was expressed that the funding may be lost if the works didn't substantially commence in the next 6 months. The Fire Control Officer urged P&DS staff to resolve the remaining height issue, with expedience.

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.

RESOLVED (Mark Williams / Paul Gleeson)

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.

.CARRIED

RF17.30 Shoalhaven Heads Extensions**HPERM Ref:
D17/359905**

The Fire Control Officer advised that a DA for the Shoalhaven Heads Station extension had been submitted in September and the recommendation sought endorsement for transferring funds from the Currarong Station project to allow the Shoalhaven Heads extension to proceed.

Other issues had emerged with the Shoalhaven Heads Station extension that were expected to delay the works. The driveway to the current Shoalhaven Heads Fire Station was on Crown land and likely to be subject to the "blanket" Native Title claim. These issues would require considerable time to resolve.

The Fire Control Officer raised the possibility of the funding being lost if the works didn't commence before the end of financial year.

The Committee added a third point to the recommendation to provide for Council to report to the Committee on the expected timeframe for resolving the driveway-related land issues.

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.

RESOLVED (Mark Williams / Jennifer Lawther)

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.
3. Council report to the Committee on the expected timeframe for clarifying the driveway (Crown Land) matter.

CARRIED

RF17.31 Kioloa Station Extensions**HPERM Ref:
D17/359919**

The Fire Control Officer sought endorsement for a transfer of funds from the Tabourie Station project (not Currarong as stated in the agenda recommendation) to allow the Kioloa Station extension to proceed. The recommendation was corrected. The Kioloa Station extension also required an \$35,000 fund transfer from the Broughton Vale station seed funding to succeed (refer to RF17.34).

RFS members were pleased with the progress reported in Council's report on these works.

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 Tabourie Station project (item RF17.32) to allow for completion of this project.
2. the Committee seeks a commitment from Council on the DA approval timeframe

RESOLVED (Mark Williams / Paul Gleeson)

That

1. the Committee endorses the project as planned and also the proposal to seek a transfer of the shortfall of funds from the Tabourie Station project (item RF17.32) to allow for completion of this project.
2. the Committee seeks a commitment from Council on the DA approval timeframe

CARRIED

RF17.32 Tabourie Station Extensions

**HPERM Ref:
D17/360023**

As noted under item RF17.31, \$150,000 currently allocated to this project will be used for the Kioloa Fire Station extensions and the remaining \$30,000 will be used to progress the project through the DA approval. In the meantime, Council would continue to progress the Native Title Land claim and rezoning issues.

The Fire Control Officer emphasised the need to have projects “shovel ready” prior to seeking funding.

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.

RESOLVED (Mark Williams / Andrew Fielding)

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.

CARRIED

RF17.33 Currarong Station Additions**HPERM Ref:
D17/360052**

Commentary provided under item RF17.30

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

RESOLVED (Mark Williams / Paul Gooley)

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.

CARRIED

RF17.34 Broughton Vale / Berry Rural Fire Station**HPERM Ref:
D17/360088**

The Fire Control Officer advised that the RFS was looking at a cost of approximately \$1.3-1.4 Million to build the Broughton Vale / Berry fire station in the proposed location. The works for the adjacent ambulance station were imminent. The site was a great location due to its proximity to the highway and township of Berry. The cost estimated provided for \$400,000 in civil works.

The Fire Control Officer asked Council to carry out a cost / benefit investigation of alternative sites in the area to see if there was a more cost effective option available. Alternatively, and preferably it was queried if Council could fund the \$400,000 in civil works.

Michael Strachan undertook to provide The Fire Control Officer with a cost estimate for carrying out the cost / benefit investigation of alternative sites for the Broughton Vale / Berry Rural Fire Station.

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.

RESOLVED (Mark Williams / Andrew Fielding)

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.
9. Michael Strachan to provide a cost estimate to the FCO for carrying out the cost/benefit investigation to alternative sites for the Broughton Vale/Berry station.

CARRIED

RF17.35 IEMC "Pad Mount" Transformer

**HPERM Ref:
D17/360131**

Commentary provided under RF17.28

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.

RESOLVED (Mark Williams / Paul Gleeson)

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

CARRIED

GENERAL BUSINESS

RF17.36 Code of Conduct

HPERM Ref:
D17/360291

No matters

RF17.37 Work Health & Safety (WHS)

HPERM Ref:
D17/360307

No matters

RF17.39 Additional Item - Representation - Drawing Room Rocks - Walking Track

At a recent meeting attended by the Fire Control Officer, the land owner adjoining the track to Drawing Room Rocks had raised concerns in relation to: the number of visitors, the inadequacy of the parking and the potential for impeded vehicular access in the event of an emergency. The land owner may be willing to give Council a parcel of land to ease the parking congestion.

RF17.40 Additional Item - Emergency Operations Centre Meeting Room

The new Emergency Operations Centre meeting room (except for the fit out) had been paid for by the Rural Fighting Fund. It appeared that Council was restricting access to this room unless this was cleared by the LEMO.

It was queried why the new room was not being used in the same manner as its predecessor as there had been no change in philosophy behind the room use. The room needed to be available to all emergency services.

RESOLVED (Mark Williams / Paul Gooley)

That Council restore the former booking system/regime for the EOC meeting room.

CARRIED

ADDENDUM REPORTS

RF17.38 RFS Project Update

HPERM Ref:
D17/396671

Recommendation (Item to be determined under delegated authority)

That the report concerning the status of RFS projects be received for information.

RESOLVED (Mark Williams / Paul Gooley)

That the report concerning the status of RFS projects be received for information.

CARRIED

There being no further business, the meeting concluded, the time being 7.00pm.

Clr Mitchell Pakes
CHAIRPERSON