

## Rural Fire Service Strategic Planning Committee

**Meeting Date:** Thursday, 10 May, 2018  
**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5.30pm

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### Agenda

1. **Apologies**
2. **Confirmation of Minutes**
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3. **Reports**

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4. **General Business**

RF18.24	Work Health and Safety (WH&S)
RF18.25	Code of Conduct

**Membership**

Clr Mitchell Pakes – Chairperson

Clr Mark Kitchener

Clr Jo Gash

Mr Russ Pigg or nominee (Mr Paul Keech)

Mr Mark Williams

Mr Chris Palmer

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, 15 February 2018  
**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 Chris Palmer – Staff Representative (replacing Paul Gooley)  
Ms Jennifer Lawther – Group Officer Primary Representative  
Mr Andrew Fielding – Group 1 Area Primary Representative  
Mr Vic Walker – Group 2 Area Primary Representative  
Mr Martin Gaffey – Group 3 Area Primary Representative  
Mr Geoff Phillips – Group 4 Area Alternate Representative  
Mr John Ashton – Group 5 Area Primary Representative  
Mr Bill Bean – Group 6 Operations Support Representative  
Mr Paul Keech – Director Assets and Works

Others Present

Lynda Ho – Shoalhaven City Council

### Apologies / Leave of Absence

Apologies were received from Clr Joanna Gash, Clr Patricia White, Messrs Paul Gooley & Michael Strachan.

The Committee welcomed the newly appointed Director, Assets & Works, Mr Paul Keech, to his first meeting.

The District Manager noted that Chris Palmer would replace Paul Gooley on the Committee on an ongoing basis. The District Manager undertook to provide Lynda Ho with Mr Palmer's title and contact information as soon as possible.

### Confirmation of the Minutes

**RESOLVED** (Mark Williams / Andrew Fielding)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Thursday 30 November 2017 be confirmed.

CARRIED

## Declarations of Interest

Nil

## REPORTS

### RF18.1 RFS Infrastructure Preface

**HPERM Ref:  
D18/35250**

The District Manager highlighted that projects 9-15 of the RFS Infrastructure Preface were currently unfunded (considered in detail under item 18.2 below). Completed projects had been removed from the RFS Infrastructure Preface project listing.

#### **Recommendation (Item to be determined under delegated authority)**

That the Committee receives the report for information.

#### **RESOLVED** (Mark Williams / Vic Walker)

That the Committee receives the report for information.

CARRIED

### RF18.2 Other RFS Infrastructure Projects

**HPERM Ref:  
D18/35321**

#### Status of Infrastructure Projects

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

#### Milton / Catering Station Extensions

The expenditure of the \$35,000 was almost complete with funds recently being expended on painting and drainage works. Once the painting was finished the reimbursement claim would be submitted to RFS Region.

#### Manyana Satellite Garage & Main Station Alterations

Planning will be undertaken once funding is secured through the RFFF, and in accordance with district priorities.

In brief discussion it was noted that:

Delays in expending current RFS infrastructure funding could jeopardise new infrastructure funding being awarded; initial costings for fire station alterations appeared to differ markedly (by up to 300%) from actual project cost if delivered by Council; the RFS sought funding in two tranches (i) seed funding to get projects through the design, quantity assessment/estimation and DA stage and (ii) project construction based on a QS estimates;; Council buildings met stringent standards and accorded with the code; and project management carried out by Council officers was charged at an industry standard rate of 10-12%. It was claimed that the processes of Local Government appeared to inflate the costs and there was scope for a review of how and why the price of station alterations/building works inflates as it does.

**Recommendation (Item to be determined under delegated authority)**

That the Committee receives the report for information.

**RESOLVED** (Mark Williams / Martin Gaffey)

That the Committee receives the report for information.

CARRIED

**RF18.3 Kangaroo Valley Station Additions**

**HPERM Ref:  
D18/35438**

The District Manager was pleased to see that the Kangaroo Valley Station additions had gone to tender and he emphasised the importance of timely completion of this project. A request by the District Manager to roll over \$400,000 in funding had been met, to some degree, with scrutiny as the Executive Director Infrastructure Services at NSW Rural Fire Service had observed he could find no tender documentation on Council's tender or NSW State Government's tender sites.

The District Manager sought an assurance that projects would proceed in a timely fashion. There were legitimate reasons why timely completion of projects could not be guaranteed, eg if tender submissions were not forthcoming or too expensive or if the successful contractor had a backlog of work. The District Manager noted that further delays to project completion would not be acceptable without a legitimate reason.

He noted that the budget figures quoted in the report RF18.3 were incorrect and asked members to refer to those listed in RF18.1 for the Kangaroo Valley ablutions/extension.

The Committee agreed to roll the Director Assets and Works recommendation into that provided by the District Manager.

**Recommendation (Item to be determined under delegated authority)**

That Council, as a matter of urgency undertakes a full review of their management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.

**RESOLVED** (Vic Walker / Jennifer Lawther)

That Council, as a matter of urgency undertakes a full review of their management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That the Committee note that;

1. Tenders for the construction of the Kangaroo Valley RFS Station Extension have been called and the closing date for submissions is 6 March 2018.
2. The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements

**RESOLVED** (Vic Walker / Jennifer Lawther)

That the Committee note that:

1. Tenders for the construction of the Kangaroo Valley RFS Station Extension have been called and the closing date for submissions is 6 March 2018.
2. The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements.

CARRIED

**RF18.4 Shoalhaven Heads Extensions**

**HPERM Ref:  
D18/35452**

The Committee accepted the recommendation from the District Manager and from the Director, Assets and Works and it was:

**Recommendation (Item to be determined under delegated authority)**

That Council, as a matter of urgency undertakes a full review of its management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.

**RESOLVED** (Martin Gaffey / Andrew Fielding)

That Council, as a matter of urgency undertakes a full review of its management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That the committee note that:

1. Tenders for the construction of the Shoalhaven Heads RFS Station Extension have been called and the closing date for submissions is 6 March 2018.
2. The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements.

**RESOLVED** (Martin Gaffey / Andrew Fielding)

That the Committee note that

1. Tenders for the construction of the Shoalhaven Heads RFS Station Extension have been called and the closing date for submissions is 6 March 2018.
2. The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements.

CARRIED

**RF18.5 Kioloa Station Extensions**

**HPERM Ref:  
D18/35469**

**Recommendation (Item to be determined under delegated authority)**

That Council, as a matter of urgency undertakes a full review of its management of these projects

with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste

**RESOLVED** (Vic Walker / Chris Palmer)

That Council, as a matter of urgency undertakes a full review of its management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That the committee note that:

1. Tenders for the construction of the Kioloa RFS Station Extension have been called and the closing date for submissions is 6 March 2018.
2. The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements.

**RESOLVED** (Vic Walker / Chris Palmer)

That the committee note that:

1. Tenders for the construction of the Kioloa RFS Station Extension have been called and the closing date for submissions is 6 March 2018.
2. The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements.

CARRIED

**RF18.6 IEMC "Pad Mount" Transformer**

**HPERM Ref:  
D18/35563**

The project had been delayed waiting on a suitable date for the cut over of the electricity. It now appeared that the cut over would occur in the first week of March.

**Recommendation (Item to be determined under delegated authority)**

That Council expedite the supply of required documents and information so that a reimbursement claim can be compiled and processed.

**RESOLVED** (Geoff Phillips / Andrew Fielding)

That Council expedite the supply of required documents and information so that a reimbursement claim can be compiled and processed.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That the Committee note that invoices for this project will be forwarded once Council's Finance Section have completed the Council Budget December Quarterly Review responsibilities.

**RESOLVED** (Geoff Phillips / Andrew Fielding)

That the Committee note that invoices for this project will be forwarded once Council's Finance Section have completed the Council Budget December Quarterly Review responsibilities.

CARRIED

**RF18.7 Tabourie Station Extensions****HPERM Ref:**  
**D18/35590**

The DA of the Tabourie Station Extensions was on track but there had been no progress in terms of obtaining the "consent" of the land owner, ie Crown Lands, for the works.

The purpose of the land under the Native Title Act is public recreation rather than fire station, which meant that the land is not being appropriately or legally used and is the subject of an Indigenous Land claim.

The District Manager noted it was not the RFS' fault the station had been built at an inappropriate location and that Council had 2 previous opportunities/requirements when the station was originally constructed and later added to at which time the land use title should/must have been considered. The District Manager undertook to appraise the brigade of the issues.

The RFS did not approve the Director's recommendation (number 3 below) to the effect that the RFS reimburse Council for the cost to make a non-claimant Native Title Application to pay compensation to the Native Title landholders, if any. The District Manager stated this would not be approved due to Council's issues of not resolving the native title issue prior to commencement of construction of the building or of the additions.

**Recommendation (Item to be determined under delegated authority)**

That

1. Council continues to work with Department of Lands to resolve land use agreement.
2. The DA for the project be submitted to Council for determination.

**RESOLVED** (Mark Williams / Andrew Fielding)

That

1. Council continues to work with Department of Lands to resolve land use agreement.
2. The DA for the project be submitted to Council for determination.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That the committee note:

1. That the Development Application for the Tabourie RFS Station Extensions has been stalled due the inability to obtain "Owners Consent" from Crown Lands. The existing RFS station is inconsistent with the reserve purpose (public recreation) and thus under the Native Title Act the existing use is invalid and has not extinguished native title. The Extinguishment of Native Title is not a certainty and this process could take 6 to 12 months to work through.
2. The cost to make a Non-Claimant Native Title Application and pay compensation to the Native Title Landholders if any, is to be met by Council initially and there is currently no budget for this work.
3. This cost would not be incurred if the station remains as is, therefore Council would seek assurances that these costs would be include in the project cost and thus reimbursed by the

RFS, before any further work is undertaken in relation to extinguishing Native Title. An estimate of the cost of this process is being prepared for a future committee meeting.

**RESOLVED** (Mark Williams / Andrew Fielding)

That the committee note:

1. That the Development Application for the Tabourie RFS Station Extensions has been stalled due the inability to obtain "Owners Consent" from Crown Lands. The existing RFS station is inconsistent with the reserve purpose (public recreation) and thus under the Native Title Act the existing use is invalid and has not extinguished native title. The Extinguishment of Native Title is not a certainty and this process could take 6 to 12 months to work through.
2. The cost to make a Non-Claimant Native Title Application and pay compensation to the Native Title Landholders if any, is to be met by Council initially and there is currently no budget for this work.

CARRIED

**RF18.8 Broughton Vale / Berry Rural Fire Station**

**HPERM Ref:  
D18/35613**

The District Manager noted that the previous meeting had asked Council to consider other sites or funding options to help ease the RFS' burden of approximately \$400,000 for civil works required for the Broughton Vale / Berry Rural Fire Station. The handing back of an asset to Council did not necessarily result in realised capital gain for Council. In the context of the Director's third recommendation, the Committee supported the District Manager's calls for the requested funding support to be put to Council for consideration at the earliest possible opportunity.

The Director, Assets & Works noted that staff had undertaken a thorough review of the current design for the Broughton Vale / Berry Rural Fire Station. Staff had considered if the site works could be minimised or the station shifted onto the road reserve or reconfigured, or if various facilities used in common could be shared with the Ambulance station. The robustness of the costing by WT Partnership and MIEngineers was reviewed and appeared to be sound. Consideration of the proposed fire station was well advanced and had cost in the vicinity of \$30,000 to date. Any contribution by Council towards the civil works required Council approval. It was suggested that it may be worthwhile to have a discussion with Ambulance Services, as they had commenced their civil works at the site.

In brief discussion it was suggested that design complexities should be avoided to minimise construction costs (ie roof alignment and exterior wall alignment).

**Recommendation (Item to be determined under delegated authority)**

That Council

1. reviews the level of proposed civil works proposed with a view to exploring alternate options or exemptions to current requirements.
2. reports to the District Manager and Committee the outcome of previous request for them to consider undertaking the civil works at their cost or contributing towards same.
3. provides the RFS a fully detailed costing of ALL required civil works for the proposed site, including power, water, sewerage, drainage etc.
4. continues to progress this project to DA approval/tender advertising stage, to allow RFS to seek funding allocation.

**RESOLVED** (Mark Williams / Andrew Fielding)

That Council

1. reviews the level of proposed civil works proposed with a view to exploring alternate options or exemptions to current requirements.
2. reports to the District Manager and Committee the outcome of previous request for them to consider undertaking the civil works at their cost or contributing towards same.
3. provides the RFS a fully detailed costing of ALL required civil works for the proposed site, including power, water, sewerage, drainage etc.
4. continues to progress this project to DA approval/tender advertising stage, to allow RFS to seek funding allocation.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That the committee;

1. endorse the set of drawings Plan Reference 5420 as the preferred concept design for the new Broughton Vale / Berry Rural Fire Services Station noting the estimated construction costs, based on the concept design, is \$1,350,000 (exc GST) (with possible amendments to roof lines to reduce costs).
2. Note that Council has progressed the Road Closure to create the Lot upon which this station will be built and an application to register the Deposited Plan has been made to the Land Titles Office. The Gazettal process will follow the Registration process.
3. note that Council does not subsidise the State Budget by making additional contributions to the provision of NSWRFs facilities, and a deviation from this practice would require a resolution of the Council.
4. supports the NSWRFs Shoalhaven District Manager applying to the NSWRFs for funding for the new Broughton Vale / Berry Rural Fire Services Station project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status.
5. when funding is available the NSWRFs engages the NSW Department of Public Works as the Principle Contractor/Consultant for new Broughton Vale / Berry Rural Fire Services Station project, with Council assisting to have the project considered under the Infrastructure SEPP, if required.

**RESOLVED** (Mark Williams / Andrew Fielding)

That the committee;

1. endorse the set of drawings Plan Reference 5420 as the preferred concept design for the new Broughton Vale / Berry Rural Fire Services Station noting the estimated construction costs, based on the concept design, is \$1,350,000 (exc GST).
2. Note that Council has progressed the Road Closure to create the Lot upon which this station will be built and an application to register the Deposited Plan has been made to the Land Titles Office. The Gazettal process will follow the Registration process.
3. note that Council does not subsidise the State Budget by making additional contributions to the provision of NSWRFs facilities, and a deviation from this practice would require a resolution of the Council.
4. supports the NSWRFs Shoalhaven District Manager applying to the NSWRFs for funding for the new Broughton Vale / Berry Rural Fire Services Station project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status.
5. when funding is available the NSWRFs engages the NSW Department of Public Works as the Principle Contractor/Consultant for new Broughton Vale / Berry Rural Fire Services Station project, with Council assisting to have the project considered under the Infrastructure SEPP, if

required.

CARRIED

**RF18.9 Currarong Station Additions**

**HPERM Ref:  
D18/35631**

The District Manager would pursue seed funding to progress this project. Funding from this project had been reallocated to projects of a higher priority.

**Recommendation (Item to be determined under delegated authority)**

That Council

1. Commits to project management through to fully costed DA approval within 12 months.
2. If unable to commit to this, that Council approve the NSWRFs appointing the NSW Department of Public Works as the principle contractors for this project.
3. 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.

**RESOLVED** (Martin Gaffey / Geoff Phillips)

That Council

1. Commits to project management through to fully costed DA approval within 12 months.
2. If unable to commit to this, that Council approve the NSWRFs appointing the NSW Department of Public Works as the principle contractors for this project.
3. 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.

CARRIED

**Recommendation from Director Assets & Works (Item to be determined under delegated authority)**

That:

1. The Committee supports the NSWRFs Shoalhaven District Manager applying to the NSWRFs for seed funding for the Currarong Station Additions project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status
2. when funding is available, the NSWRFs engages the NSW Department of Public Works as the Principle Contractor/Consultant for Currarong Station Additions project, with Council assisting to have the project considered under the Infrastructure SEPP, if required.

**RESOLVED** (Martin Gaffey / Geoff Phillips)

That:

1. the Committee supports the NSWRFs Shoalhaven District Manager applying to the NSWRFs for seed funding for the Currarong Station Additions project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status
2. when funding is available, the NSWRFs engages the NSW Department of Public Works as the Principle Contractor/Consultant for Currarong Station Additions project, with Council assisting to have the project considered under the Infrastructure SEPP, if required

CARRIED

## GENERAL BUSINESS

### RF18.10 Work Health & Safety (WH&S)

HPERM Ref:  
D18/31404

No Matters

### RF18.11 Code of Conduct

HPERM Ref:  
D18/31406

This issue of a brigade treasurer being charged with misappropriation and illegal use of funds was a timely reminder for brigades to ensure their financial affairs are in order. The specific case was ongoing. RFS members in attendance were asked to take the issue of financial “tidiness” and “transparency” back to their respective brigades.

### RF18.12 Additional Item - Manildra Train

The District Manager noted with concern the difficulty of moving RFS and other emergency services vehicles in emergency situations along Bolong Road when Manildra did not publish a train timetable of any kind. The District Manager asked if Council could pursue with Manildra the regular publication of a train timetable. As Bolong Road is a Council “owned” road, the Director, Assets & Works undertook to make enquiries and to email a response to the Committee.

### RF18.13 Additional Item - Impact of Huskisson Triathlon and Other Events on the Access of Emergency Services Vehicles

Martin Gaffey noted with concern the difficulty of moving RFS and other emergency services vehicles in emergency situations during events, such as the Huskisson Triathlon. RFS Members requested that Council consult with the RFS, if not other Emergency Services, on events of this kind. It was difficult to justify the RFS and other services moving assets around to ameliorate the inconveniences of profit making events, such as the triathlon. The Director, Assets & Works undertook to make enquiries and to email a response to the Committee.

It was commented that the Myola end of Callala Beach had poor access and could have the same issues as Hyams Beach in terms of access during an emergency.

### RF18.14 Additional Item - Horizon Account – Expenditure Proposal

Chris Palmer noted that the Horizon Account had been accumulating funds for some time. He outlined a proposal to spend \$150,000 from the Horizon Account on a fire cell and a triple 20’ hot cell trainer. The proposal had the support of RFS’ senior management team.

#### **RESOLVED** (Chris Palmer / Jennifer Lawther)

That the Committee supports the expenditure of up to \$150,000 from the Horizon Account to purchase and upgrade the training facilities including compartment fire cell and a triple 20’ hot cell trainer.

CARRIED

There being no further business, the meeting concluded, the time being 7.22pm.

Clr Mitchell Pakes  
CHAIRPERSON

## RF18.15 Rural Fire Service Stations - Capital Update

HPERM Ref: D18/137072

Group: Assets & Works Group

Attachments: 1. RFS Stations - Capital Update [↓](#)  
2. Broughton Vale Fire Station [↓](#)

### Purpose / Summary

To update the Rural Fire Service Strategic Planning Committee on the status of funded capital works projects.

### Recommendation (Item to be determined under delegated authority)

That the Rural Fire Service Strategic Planning Committee note the update on the status of funded capital works projects.

### Options

Nil

### Background

The update provided (attachment 1) to keep the Rural Fire Service Strategic Planning Committee across capital works.

The following projects have capital funding allocated in the 2018-2019 financial year

- Kangaroo Valley abutments and extensions
- Shoalhaven Heads Extension
- Kiola Station Extension
- IEMC Pad Mount Transformer
- Tabourie Station extension (Land Acquisition)
- Broughton Vale Station (new). Separate Council report is provided as attachment 2
- Currarong Station extension
- Milton Station extension

The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:

- Conjola Station extensions;
- Wandandian Station extensions;

- Basin View Station extensions;
- Huskisson Station extensions;
- Beaumont Station extensions;
- Manyana Satellite garage & Main Stn alterations
- Training/Logistics/SMSS Facility (TLSF).

### **Community Engagement**

Concept plans for each station extension/refurbishment works are discussed with the relevant brigade.

### **Financial Implications**

The summary includes information with respect to Council's possible additional funding for the Broughton Vale Station (new), possibly \$300,000. A funding source within Council has not yet been determined.

	Project	Status Previous Meeting 15 February 2018	Status This Meeting 10 May 2019	Officer
1	<p>Kangaroo Valley ablutions/extension</p> <p><b>Cost Estimate:</b> \$580,000  <b>Allocated:</b> \$600,000  <b>Tender Price:</b> \$582,168.14  <b>Shortfall:</b> \$  <b>Additional Funding From:</b>                      Defer the Shoalhaven Heads RFS works  <b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That Council, as a matter of urgency undertakes a full review of their management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.</p> <p>Tenders for the construction of the Kangaroo Valley RFS Station Extension have been called and the closing date for submissions is 6 March 2018. The NSWRFSS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSWRFSS requirements</p>	<p>District Manager confirmed that the Department of Public Works (DPW) would not be engaged to project manage either the Kiola or Kangaroo Valley RFS station works.</p> <p>Council was asked to appoint an internal Project Manager for the works using the previously agreed Management Fee Schedules. RFS will continue to monitor other current/outstanding projects and will advise Council should it be determined to have DPW undertake planning and/or construction management. Tenders have closed and contract for the works has been awarded to Preston &amp; Sons Constructions and they commenced on site on 26 April 2018. The works are proceeding to program and additional funding may be required as there is a very low contingency.</p>	Peter Knill
2	<p>Shoalhaven Heads extension</p> <p><b>Cost Estimate:</b> \$675,272  <b>Allocated:</b> \$671,028  <b>Tender Price:</b> tba  <b>Shortfall:</b> \$  <b>Additional Funding From:</b>                      Defer the Shoalhaven Heads RFS works  <b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That Council, as a matter of urgency undertakes a full review of their management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.</p> <p>Tenders for the construction of the Shoalhaven Heads RFS Station Extension have been called and the closing date for submissions is 6 March 2018. The NSWRFSS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSWRFSS requirements</p>	<p>Tender closed and funding issue to be resolved by RFS before a contractor can be engaged.</p>	Peter Knill

3	<p>Kioloa Station extension</p> <p><b>Cost Estimate:</b> \$370,000  <b>Allocated:</b> \$371,876  <b>Tender Price:</b> tba  <b>Shortfall:</b> \$  <b>Additional Funding From:</b>  Defer the Shoalhaven Heads RFS works  <b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That Council, as a matter of urgency undertakes a full review of their management of these projects with a view to having any changes required implemented so that no further delays are experienced and the project is completed with haste.</p> <p>Tenders for the construction of the Kioloa RFS Station Extension have been called and the closing date for submissions is 6 March 2018.</p> <p>The NSW RFS will be involved in the Contractor Selection process and invited to Project Manage the works (via the NSW Department of Public Works) so the project can be completed as per the NSW RFS requirements</p>	<p>District Manager confirmed that the Department of Public Works (DPW) would not be engaged to project manage the Kioloa RFS station works.</p> <p>Council was asked to appoint an internal Project Manager for the works using the previously agreed Management Fee Schedules. RFS will continue to monitor other current/outstanding projects and will advise Council should it be determined to have DPW undertake planning and/or construction management.</p> <p>Tenders have closed and a recommended contractor has been identified and funding issue to be resolved by RFS before contractor engaged.</p>	Peter Knill
4	<p>IEMC Pad Mount Transformer</p> <p><b>Cost Estimate:</b> \$300,000  <b>Allocated:</b> \$165,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$80,000  <b>Additional Funding From:</b> S94 Recoup Reserve  SCC allocation of \$135,000  <b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That the Committee note that invoices for this project will be forwarded once Council's Finance Section have completed the Council Budget December Quarterly Review responsibilities.</p>	<p>Work as Executed documentation has been rejected by Endeavour Energy, resubmission pending. Endeavour Energy will make the determination on the resubmission and this will impact the date of practical completion. A brick screen wall is under consideration. The \$80,000 shortfall to be funded by S94 Recoupment Reserve.</p>	David Wagstaff

5	<p>Tabourie Station extension (Land Acquisition)</p> <p><b>Cost Estimate:</b> \$490,544  <b>Allocated:</b> \$ 27,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$463,544  <b>Additional Funding From:</b>          Cost estimate is the total project estimate  <b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That the Development Application for the Tabourie RFS Station Extensions has been stalled due the inability to obtain "Owners Consent" from Crown Lands. The existing RFS station is inconsistent with the reserve purpose (public recreation) and thus under the Native Title Act the existing use is invalid and has not extinguished native title. The Extinguishment of Native Title is not a certainty and this process could take 6 to 12 months to work through.          The cost to make a Non-Claimant Native Title Application and pay compensation to the Native Title Landholders if any, is to be met by Council initially and there is currently no budget for this work.</p>	<p>As a native title claim (South Coast Peoples) is now registered with the Federal Court that covers this piece of land Crown Solicitors advice is being sought on best future act approval (non-claimant or ilua) regime to use to validate the activity.</p>	Tevor Cronk
6	<p>Broughton Vale Station (new)</p> <p><b>Cost Estimate:</b> \$1,341,000  <b>Allocated:</b> \$ 50,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$1,291,000  <b>Additional Funding From:</b>          Council being asked to fund \$300,000          RFS will seek funding for the remainder of the shortfall  <b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That the committee;</p> <ol style="list-style-type: none"> <li>1. endorse the set of drawings Plan Reference 5420 as the preferred concept design for the new Broughton Vale / Berry Rural Fire Services Station noting the estimated construction costs, based on the concept design, is \$1,350,000 (exc GST)</li> <li>2. note that Council has progressed the Road Closure to create the Lot upon which this station will be built and an application to register the Deposited Plan has been made to the Land Titles Office. The Gazettal process will follow the Registration process.</li> <li>3. note that Council does not subsidise the State</li> </ol>	<p>Council considered this matter on the 24 April 2018 and resolved as follows (Report is attached);</p> <p>That Council advises the District Manager, Shoalhaven RFS that Council is unable to fund the estimated \$400,000 (exc GST) additional cost of the Berry &amp; Broughton Vale Rural Fire Service Station. (MIN18.314)</p> <p>Following the meeting a recission motion was lodged and thus this matter will be redebated on the 22 May 2018.</p>	Paul Keech

		<p>Budget by making additional contributions to the provision of NSWRFSS facilities, and a deviation from this practice would require a resolution of the Council.</p> <p>4. supports the NSWRFSS Shoalhaven District Manager applying to the NSWRFSS for funding for the new Broughton Vale / Berry Rural Fire Services Station project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status.</p> <p>5. when funding is available the NSWRFSS engages the NSW Department of Public Works as the Principle Contractor/Consultant for new Broughton Vale / Berry Rural Fire Services Station project, with Council assisting to have the project considered under the Infrastructure SEPP, if required.</p>	<p>No further action by Council can occur until the recission motion is resolved</p>	
7	<p>Currarong Station extension</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>That:</p> <p>1. the Committee supports the NSWRFSS Shoalhaven District Manager applying to the NSWRFSS for seed funding for the Currarong Station Additions project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status</p> <p>2. when funding is available, the NSWRFSS engages the NSW Department of Public Works as the Principle Contractor/Consultant for Currarong Station Additions project, with Council assisting to have the project considered under the Infrastructure SEPP, if required</p>	<p>That:</p> <p>1. the Committee supports the NSWRFSS Shoalhaven District Manager applying to the NSWRFSS for seed funding for the Currarong Station Additions project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status</p> <p>2. when funding is available, the NSWRFSS engages the NSW Department of Public Works as the Principle Contractor/Consultant for Currarong Station Additions project, with Council assisting to have the project considered under the Infrastructure SEPP, if required</p>	<p>Peter Knill</p>
8	<p>Milton Station extension</p> <p><b>Cost Estimate:</b> \$ 35,000  <b>Allocated:</b> \$ 35,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The expenditure of the \$35,000 was almost complete with funds recently being expended on painting and drainage works. Once the painting was finished the reimbursement claim would be submitted to RFS Region.</p>		<p>Mark Williams</p>

9	<p>Conjola station extension</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	TBA
10	<p>Wandandian station extension</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	TBA
11	<p>Basin View station extension</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	TBA

12	<p>Huskisson station extension</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	TBA
13	<p>Beaumont station extension</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	TBA
14	<p>Manyana Satellite garage &amp; Main Stn alterations</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>Planning will be undertaken once funding is secured through the RFFF, and in accordance with district priorities.</p>	<p>Planning will be undertaken once funding is secured through the RFFF, and in accordance with district priorities.</p>	TBA

15	<p>Training, Logistics, SMSS Facility (TLSF) (new)</p> <p><b>Cost Estimate:</b> \$000,000  <b>Allocated:</b> \$000,000  <b>Tender Price:</b> \$  <b>Shortfall:</b> \$000,000  <b>Additional Funding From:</b></p> <p><b>Required Completion Date:</b>  <b>Planned Completion Date:</b></p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	<p>The following projects will remain in the Shoalhaven Strategic Capital Expenditure Program, but were unfunded:          Conjola Station extensions;          Wandandian Station extensions;          Basin View Station extensions;          Huskisson Station extensions;          Beaumont Station extensions;          Training/Logistics/SMSS Facility (TLSF).</p>	TBA
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**CL18.95 Request for Funding Support - Broughton Vale / Berry Rural Fire Station - Site Works**

**HPERM Ref:** D18/100667

**Group:** Assets & Works Group

**Attachments:** 1. Report - Broughton Vale / Berry Rural Fire Station - Rural Fire Service Strategic Planning Committee - 15 February 2018 (under separate cover)  
2. Final Brochure - Sustaining Council community Facilities

**Purpose / Summary**

To consider a request from the Shoalhaven Rural Fire Service for Council to contribute an additional \$400,000 towards the cost of the construction of the proposed Broughton Vale/ Berry Rural Fire Station.

**Recommendation**

That Council advises the District Manager, Shoalhaven RFS that Council is unable to fund the estimated \$400,000 (exc GST) additional cost of the Berry & Broughton Vale Rural Fire Service Station.

**Options**

1. That the District Manager, Shoalhaven RFS be advised that Council is unable to fund the estimated \$400,000 (exc GST) additional cost of the Berry & Broughton Vale Rural Fire Service Station.

**Advantages**

- this position is consistent with Council's current practice with regards to assisting the State Government
- nil additional cost to Council and council's share remains at the 11.7%

**Disadvantages**

- May lead to a reduced scope of works and project delay

2. That

- a. the General Manager prepare a report outlining possible options with regards to use/sale of the existing Berry Rural Fire Service Brigade building (Albert St Berry) that has been identified as becoming surplus to RFS needs.
- b. funding options for construction of a new RFS brigade building in North Street Berry be reviewed after the above report has been completed.

**Advantages**

- This will allow Council to make a holistic decision in relation to Council funding RFS infrastructure.
- Minimal cost to Council

**Disadvantages**

- May create uncertainty in relation to the construction of the new shed if the decision with respect to the existing shed takes a long time to determine.
3. Council advises the District Manager, Shoalhaven RFS that Council will fund the estimated \$400,000 (exc GST) additional cost of the Berry & Broughton Vale Rural Fire Service Station, via a specific allocation in the 2018-2019 financial year.

**Advantages**

- Broughton Vale/ Berry Rural Fire Station will have a quality facility with a long life.

**Disadvantages**

- Council does not have budget for this expense, so the expenditure will need to be funded from another source or require a reduction in service level or reduced Capital spend on other assets, although the possible future "sale" of the existing site could offset this.
- May create a precedent for other similar facilities and / or groups across the Council

**Background**

The Rural Fire Services Strategic Planning Committee (RFSSPC) meeting held on 15 February 2018 considered a report on a proposed new RFS Brigade building in North Street Berry. Investigations, design and a cost estimate has been completed however insufficient funding is available for the project to proceed to tender/construction.

The meeting resolved that the RFSSPC:

- 1) *endorse the set of drawings Plan Reference 5420 as the preferred concept design for the new Broughton Vale / Berry Rural Fire Services Station noting the estimated construction costs, based on the concept design, is \$1,350,000 (exc GST).*
- 2) *Note that Council has progressed the Road Closure to create the Lot upon which this station will be built and an application to register the Deposited Plan has been made to the Land Titles Office. The Gazettal process will follow the Registration process.*
- 3) *note that Council does not subsidise the State Budget by making additional contributions to the provision of NSW RFS facilities, and a deviation from this practice would require a resolution of the Council.*
- 4) *supports the NSW RFS Shoalhaven District Manager applying to the NSW RFS for funding for the new Broughton Vale / Berry Rural Fire Services Station project in the 2018/19 RFFF estimates to bring the project to fully costed, construction ready status.*
- 5) *when funding is available the NSW RFS engages the NSW Department of Public Works as the Principle Contractor/Consultant for new Broughton Vale / Berry Rural Fire Services Station project, with Council assisting to have the project considered under the Infrastructure SEPP, if required.*

Notwithstanding the above formal resolution, the Committee supported the Shoalhaven RFS District Manager's request for Council to contribute to the budget shortfall in excess of its funding agreement obligation and ease the burden of approximately \$400,000 for civil works required for the Broughton Vale / Berry Rural Fire Station (attachment 1).

The current RFS Station is located on the same parcel of land as the Berry Museum at the rear of 135 Queen Street, Berry. Access is provided next to 80 Albert Street. The building is located within the Berry CBD precinct, that was built in 1990 with a similar facade to complement the NSW heritage listed Berry Museum.

The RFS has identified that strategically, it can provide a more effective service at a site adjacent to the NSW Ambulance Service Station (which is currently under construction). In North Street Berry adjacent to the new bypass.

The site is subject to flooding which is a contributing factor to the requirement for an additional \$400,000 for earthworks and civil works .

Council adopted a [Community Infrastructure Strategic Plan](#) (CISP) in 2016 and also undertook a Berry Community Buildings Consultation in 2014 (Attachment 2). There is a larger portion of community buildings in Berry compared to other similar towns

Options for the the existing RFS Station at Berry have not yet been determined. Options include but are not limited to:

1. Sell as is, which would require subdivision as currently on same allotment of land as the Berry Museum. This could provide contribution to funds requested from RFS.
2. Investigate use as a commercial asset.
3. Investigate use as a community assets – Council has a [policy for occupation of Council owned or managed land](#).
4. Council develops the site.
5. Other.

Under the RFS agreement, Council remains the asset owner for surplus RFS brigade buildings irrespective of the original source of capital funding. The current funding model is for RFS to contribute 88.3% and Council 11.7% of the project cost. However, here is an opportunity to selling the land/ building occupied by the current RFS and increase Council's level of contribution in excess of Councils funding obligation.

Use of previous surplus RFS buildings are as follows:

- Erowal Bay – leased to a community group.
- Hyams Beach – request by community to occupy but currently under Aboriginal Land claim.
- North Nowra – leased to a community group.
- Sanctuary Point – surrounded by residential zoning. Building damaged by winds and demolished. Operational land sold.
- St Georges Basin – Occupied by SES.

#### **Community Engagement**

In accordance with Council's Community Engagement Policy, this project is classified as local area/ high impact.

#### **Policy Implications**

If the request to support the additional \$400,000 was supported, it could set a precedent to fund future requests in excess of the current funding agreement.

#### **Financial Implications**

Project cost is \$1,350,000 with an estimated budget shortfall of \$400,000.

If the request to support the additional \$400,000 was supported, Council would have to make a specific allocation in the 2018/2019 financial year, subject to RFS funding being allocated.

There may be options to offset this expense by "disposing" of the existing facility.

## RF18.16 RFS Infrastructure Preface

HPERM Ref: D18/146673

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 RFS policy stipulates 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 (QS) estimates.

RF18.16

#	PROJECT NAME	ALLOCATED	COST EST	SHORTFALL
1	Kangaroo Valley ablutions/extension	\$ 600,000	580,000	nil
2	Shoalhaven Heads extension	\$ 671,028	675,272	nil
3	Kioloa Station extension	\$ 370,000	371,876	nil
4	IEMC Pad Mount Transformer	\$ 165,000 (RFS) \$ 135,000 (SCC)	300,000	nil
5	Milton Station extension	\$ 35,000	35,000	nil
6	Tabourie Station extension	\$ 27,000	490,544	463,544
7	Broughton Vale Station (new)	\$ 50,000	1,341,000	1,291,000
8	Currarong Station extension	\$	U/K	TBA
9	Conjola station extension	\$	U/K	TBA
10	Wandandian station extension	\$	U/K	TBA
11	Basin View station extension	\$	U/K	TBA
12	Huskisson station extension	\$	U/K	TBA
13	Beaumont station extension	\$	U/K	TBA
14	Manyana Satellite garage & Main Stn alterations	\$	U/K	TBA
15	Training, Logistics, SMSS Facility (TLSF) (new)	\$	9,450,000	9,450,000
	<b>TOTALS</b>	<b>\$2,053,028</b>	<b>\$13,243,692</b>	<b>\$11,204,544</b>

All of these are in various forms of completion, from seed/investigation/planning, through to construction. As shown above, some 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 #15 other external RFS sections (SMSS & State Logistics) will be housed in the proposed facility and therefore these sections will be expected to contribute to the cost.*

Each of these items is dealt with separately and in more detail throughout this report, in accordance with the numbering in the table above.

## RF18.17 Kangaroo Valley Station Additions

HPERM Ref: D18/146684

Submitted by: The Fire Control Officer, Superintendent Mark Williams

### Recommendation (Item to be determined under delegated authority)

That Council formally investigates and requests information from WT partnership regarding reasons how / why its QS figures were so far out.

### Details

#### 1. Kangaroo Valley Station Additions

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

Since last report, the tenders for this project have been released and received.

Whilst full details of tenders submitted cannot be discussed, it was pleasing (and somewhat fortunate) that one tender (out of the three) submitted was within the budgeted allocation.

There is a need to allocate some further funds to cover the project management portion of the build and any variations.

A request to source/transfer these funds from the Shoalhaven Heads project (\$200,000) has been made to Region. Region has supported and forwarded onto Head Office for formal processing.

The RFS has approved the carryover of existing allocations into the next financial year.

### Director Assets and Works Recommendation

**That Council writes to WT Partnership requesting a review of their Quantity Survey Report following the completion of the tender assessment process, and an explanation as to the price discrepancies.**

## RF18.18 Shoalhaven Heads Extensions

**HPERM Ref:** D18/146699

**Submitted by:** The Fire Control Officer, Superintendent Mark Williams

### Recommendation (Item to be determined under delegated authority)

1. That Council, formally investigates and requests information from WT Partnership regarding reasons how / why their QS figures were so far out on this project.
2. That Council continues with direct contact and negotiation with suitable contractors, seeking their provision of a tender submission for this project.

### Details

#### 2. Shoalhaven Heads extensions

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Current budget allocated:	\$671,028.00
Cost estimate of project:	\$675,272.00
Variance:	\$ 0.00

Since last report, the tenders for this project have been released and received. Whilst full details of tenders submitted cannot be discussed, it is concerning that the tenders received were significantly higher (approx. \$300,000 higher) than the indicated cost advised from the QS report (WT Partnership).

Because of this major budget blowout, and insufficient funds allocated, Council has been advised not to proceed with the appointment of any contractor.

A recommendation has been made to permit Council to make direct contact with suitable contractors to seek submissions of quotation/tender. Due to this issue and with the need to expend funds allocated to the District, a transfer request has been submitted for the following:

To Kangaroo Valley	\$200,000
To Kioloa	\$230,000

Whilst still awaiting formal approval, RFS Head Office has indicated its support, but also advised that the majority of the funds remaining (\$240,000) will be withdrawn from the Shoalhaven and reallocated to projects elsewhere in the State.

The District will need to reapply for funding allocation when final and reviewed costs are available.

The RFS has approved the carryover of existing allocations into the next financial year.

### Director Assets and Works Recommendation

1. That Council writes to WT Partnership requesting a review of their Quantity Survey Report following the completion of the tender assessment process for the Shoalhaven Heads extension, and an explanation as to the price discrepancies.

RF18.18

- 2. That Council consult with the contracting industry to determine a suitable construction budget for this project.**

## RF18.19 Kioloa Station Extensions

HPERM Ref: D18/146708

Submitted by: The Fire Control Officer, Superintendent Mark Williams

### Recommendation (Item to be determined under delegated authority)

That Council, formally investigates and requests information from WT Partnership regarding reasons how / why their QS figures were so far out on this project.

### Details

#### 3. Kioloa station extensions

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Current budget allocated:	\$370,000.00
Cost estimate for project:	\$371,876.00
Variance:	\$nil

Since last report, the tenders for this project have been released and received.

Whilst full details of tenders submitted cannot be discussed, it is concerning that the tenders received were significantly higher (approx.. \$215,000 higher) than the indicated cost advised from the QS report (WT Partnership).

There is also a need to allocate further funds to cover the project management portion of the build and any variations.

A request to source/transfer these funds from the Shoalhaven Heads project (\$230,000) has been made to Region. Region has supported and forwarded onto Head Office for formal processing.

The RFS has approved the carry over of existing allocations into the next financial year.

### Director Assets and Works Recommendation

**That Council writes to WT Partnership requesting a review of their Quantity Survey Report following the completion of the tender assessment process for the Kioloa Station extension, and an explanation as to the price discrepancies.**

## **RF18.20 IEMC "Pad Mount" Transformer**

**HPERM Ref:** D18/146727

**Submitted by:** The Fire Control Officer, Superintendent Mark Williams

### **Recommendation (Item to be determined under delegated authority)**

That Council continues to pressure the contractor to expedite the completion of the project so that the WNFS can be fully connected to power.

### **Details**

#### **4. IEMC "Pad Mount" Transformer**

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

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The majority of this project is now complete. The transformer has been commissioned, and power is being fed into the system, but this does not include the West Nowra RFB Station.

The contractor is still awaiting a date from Endeavour Energy as to when it will attend and allow the full cut over of the system (which includes the removal of the overhead wires and connection of the IEMC in full.

This is concerning as this project is now nearly a full year past its original planned completion and another 3 months past the revised date of February 2018.

A reimbursement claim for \$165,000 has been made to RFS Head Office.

### **Director Assets and Works Recommendation**

**That Council review the Contractors Works program with the view of having the works completed as soon as practical.**

**RF18.20**

## RF18.21 Other RFS Infrastructure Projects

HPERM Ref: D18/146749

Submitted by: The Fire Control Officer, Superintendent Mark Williams

### Recommendation (Item to be determined under delegated authority)

That the report be submitted for information.

#### Details

##### 5. Milton/Catering Station extensions

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

The expenditure of these funds is complete.

A reimbursement claim for the \$35,000 has been submitted.

This project will now be marked as complete and removed from the report.

##### 8. Currarong Station Additions

Current budget allocated	\$0.00
Cost estimate of project:	\$ U/K
Variance:	\$ TBA

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

As per last meeting report and outcomes, previously allocated funds have been journaled to other projects.

Seed funding, sufficient to permit the project to be planned through to fully costed DA approval was requested as part of the 2018/19 estimates bid.

##### 9. Conjola Station extensions

Current budget allocated:	\$
Cost estimate of project:	\$ U/K
Variance:	\$TBA

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.

**10. Wandandian station extensions**

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Current budget allocated:	\$	
Cost estimate for project:	\$U/K	
Variance:		\$TBA

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.

**11. Basin View Station extensions**

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Current budget allocated:	\$	
Cost estimate for project:	\$U/K	
Variance:		\$TBA

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.

**12. Huskisson Station extensions**

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Current budget allocated:	\$	
Cost estimate of project:	\$U/K	
Variance:		\$TBA

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.

**13. Beaumont Station extensions**

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Current budget allocated:	\$ 0.00	
Cost estimate of project:	\$U/K	
Variance:		\$TBA

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.

RF18.21

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

**14. Manyana Satellite garage & Main Station Alterations**

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

**15. Training/Logistics/SMSS Facility (TLSF)**

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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 on 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.

**16. 2018/19 RFFF Estimates**

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The 2018/19 RFFF estimates have been completed and submitted.

This is the second 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%.

Inclusions in this year's bid:

- \$1.4m for Broughton Vale Station
- \$250K for Station project seed funding (\$50K each)
  - Currarong
  - Manyana
  - Conjola
  - Basin View
  - Callala Bay
- \$1.05M for new appliances
- \$120K for Grp vehicles
- \$220K for PPC & equipment
- \$664K M&R reimbursement

RF18.21

- \$325K for Pod/Logistics vehicle

#### **17. Staff Movements**

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Inspector Paul Gooley remains on long term Sick Leave. Paul will not be returning to work until at least August 2018. It is also possible that this will continue past this date.

The District Manager is continuing to follow up previous requests to have this position backfilled.

## RF18.22 Tabourie Station Extensions

HPERM Ref: D18/146848

Submitted by: The Fire Control Officer, Superintendent Mark Williams

### Recommendation (Item to be determined under delegated authority)

That

1. Council reports on its continuing work with Dept of Lands to resolve land use agreement.
2. The DA for the project be submitted to Council for determination.

### Details

#### 6. Tabourie Station extensions

Current budget allocated	\$ 27,000.00
Cost estimate of project:	\$498,593.00
Variance:	\$471,593.00

No further information on the status of this project has been received from Council since last report.

Once the DA is approved (subsequent to land approval issue being resolved), the District Manager will be in a position to request funding for the shortfall in project cost.

## RF18.23 Broughton Vale / Berry Rural Fire Station

HPERM Ref: D18/146879

Submitted by: The Fire Control Officer, Superintendent Mark Williams

### Recommendation

That

1. Council reviews its determination not to commit to contribute to the civil works component of this project. Contribution can be either in funding, in kind or by undertaking the works with its staff or contractors.
2. Council prepares a report to the District Manager on the current status of the civil works portion of the project in direct relation to previously highlighted cost savings to be experienced with Ambulance undertaking works.
3. Council pursues the completion of the required REF without delay.
4. Council provides the RFS a fully detailed, reviewed AND UP TO DATE costing of ALL required civil works for the proposed site, including power, water, sewerage, drainage etc.

RF18.23

### Details

#### 7. Broughton Vale/Berry Rural Fire Station

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Current budget allocated		\$ 50,000.00
Cost estimate of project	(approx.)	\$1,341,000.00
Variance		\$1,291,421.00

Since last meeting, an internal Council report in regard to the RFS seeking Council commit to funding the civil works component of this project was tabled at a recent Council meeting.

Whilst no formal advice has been received, it is understood that this was rejected. This is extremely disappointing. RFS strongly believes that Shoalhaven City Council has not adequately considered the benefits realised both “in cash” or “in kind” from previous RFS “hand backs” of various stations in the District.

This includes:

Sanctuary Pt RFB Station	Sold for residential	\$237,000
Erowal Bay RFB Station	Allocated to Men’s Shed	\$450,000
Illaroo Rd Station	TBA	\$500,000 approx.
St Georges Basin Station	Allocated to SES	\$500,000 approx.
Hyams Beach RFB Station	TBA	\$500,000 approx.
Broughton Vale RFB Station	TBA	\$600,000

The argument that some of the above are “reallocated to other organisations and therefore there is no saving to Council” is not accepted because if not for these premises becoming available, Council would have been required to source infrastructure from elsewhere, more than likely at a cost.

As an example, the ex St Georges Basin Station was reallocated to the SES. For a purpose-built facility such as this would have cost upwards of \$500,000, 50% of which Council would have been required to contribute.

The determination not to support this request also does not actively recognise the many, many hours of the 1,500 local volunteers time and effort taken each year within the District in attending to upwards of 1,400 incidents, training and community support every year.

The NSW Ambulance Station project on the same precinct is well underway.

Of additional concern is that the earthworks on this project are limited to the north at the end of the Ambulance facility. Council in its reports and recommendations to the RFS highlighted that by allowing Ambulance to undertake its construction separately to the RFS Station project would see the majority of the civil works required on the RFS site completed by the Ambulance Project.

That information appears to be very inaccurate.

#### Director Assets and Works Recommendation

That the Committee note the Director's research as follows:

1. The NSW Ambulance Service and the NSW Rural Fire Service agreed that co-locating their Berry facilities side by side would allow a smaller total site to be acquire as both Services could share the site grounds for vehicle manoeuvring.
2. Two Council water mains run through the North Street road reserve which is now the site for the proposed new NSW Rural Fire Service facility. The required fill would see these mains needing to be renewed or relocated.
3. Initially it was thought that the earthworks would be completed across both sites and the water main relocation would occur at the time of the earthworks, assuming that Economies of Scale would be achieved.
4. The NSW Ambulance Station were ready to commence construction and the NSW Rural Fire Service had a "funding issue". The NSW Ambulance Service decided to commence work independently.
5. It was understood that the NSW Ambulance Service would batter select fill into the North Street road reserve and would carry out works on the water main to the satisfaction of Shoalhaven Water. This would be to the advantage of the NSW Rural Fire Service. This arrangement meant that the Civil Works for the NSW Rural Fire Service would be approximately \$390,000
6. It has recently been discovered that the NSW Ambulance Service has decided to construct a retaining wall on their boundary and this has eliminated the need for them to carry out any works on the NSW Rural Fire Service site and the Water Main. Costs associated with relocation/protection of the water main will now have to be borne by the RFS project, in addition to the \$390K previously identified.
7. At the time of writing this recommendation it was not clear who approved this design change. The cost implications for the NSW Rural Fire Service project are being calculated now. This will be reported to the May Ordinary Council meeting.