

Rural Fire Service Strategic Planning Committee

Meeting Date: Thursday, 21 February, 2019
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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4. **General Business**
 - RF19.2 Code of Conduct
 - RF19.3 Work Health and Safety

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, 6 December 2018
Location: Council Chambers, City Administrative Centre, Bridge Road, Nowra
Time: 5.30pm

The following members were present:

Clr Mitchell Pakes - Chairperson
Clr Mark Kitchener
Mr Mark Williams
Mr Chris Palmer
Ms Jennifer Lawther
Mr Andrew Fielding
Mr Bill Bean
Mr Paul Keech - Director Assets and Works

Others present:
Tom Dimec – Shoalhaven City Council
Lynda Ho – Shoalhaven City Council

Apologies / Leave of Absence

Apologies were received from Messrs Martin Gaffey, Paul Gleeson, Geoff Phillips, Vic Walker, and Ms Megan Birmingham. The Director, Assets & Work, would be late as he was attending a Councillor Briefing.

Confirmation of the Minutes

RESOLVED (Jennifer Lawther / Mark Williams)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Thursday 4 October 2018 be confirmed.

CARRIED

Declarations of Interest

Nil **or**

REPORTS

D18/407677

The Chair reminded attendees that the Shoalhaven District Liaison Committee meetings would precede Rural Fire Service Strategic Planning Committee meetings, going forward. The Strategic Planning Committee would focus on strategic and future projects.

In response to a query, the District Superintendant confirmed that : (i) the amalgamated brigades from Bendalong and Cunjurong Point were now known as Manyana brigade and, in the long term, the Conjurong Point station facilities would be upgraded as funding became available, and (ii) the old Bendalong station would be refurbished with a category 1 shed and a toilet facility only.

The Committee agreed to amend the capital works priorities as listed to include Tomerong Station, at the top of the 8 items for the district. The Committee undertook to continue to review the list of capital works priorities to ensure they reflected the community's needs and amended the recommendation accordingly.

Recommendation (Item to be determined under delegated authority)

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

RESOLVED (Andrew Fielding / Chris Palmer)

That the Rural Fire Service Strategic Planning Committee note the update on the status of unfunded capital works projects and supports the current priority list as amended.

CARRIED

GENERAL BUSINESS**RF18.31 Code of Conduct****HPERM Ref:**
D18/405358

There were no matters raised.

RF18.32 Work Health and Safety**HPERM Ref:**
D18/407236

The Committee agreed to write to John Shadlow to congratulate him on his election as Shoalhaven Health & Safe Work Representative.

RF18.33 Manildra Train**HPERM Ref:**
D18/418804

The Chair referred the Committee to the update on the traffic flow interruptions on Bolong Road resulting from movement of the Manildra train.

The Committee: queried the assertion by Manildra that delays were typically of 8 minutes duration; considered the traffic interruptions to impact most on ambulance response times; received Manildra's assurance that trains could readily be de-coupled to allow the passage of emergency vehicles once the siren was heard by Manildra staff.

Manildra had submitted a Development Application to carry out works including a new spur line on the northern side of Bolong Road and a packing plant. These works were expected to lessen interruptions to motorists by movements of the Manildra train.

The Director Assets & Works had also invited Manildra's site manager, Ming Leung, to speak to the Local Emergency Management Committee on the matter where the discussion could be broadened to other emergency services and recorded. It was

RESOLVED (Mark Williams / Bill Bean)

That the Rural Fire Service Strategic Planning Committee note the update on the Manildra train movements on Bolong Road.

CARRIED

RF18.34 Emergency Services Vehicles access and Egress During Tourism Peaks and Events

**HPERM Ref:
D18/418807**

The Director advised, the matter of emergency services vehicle access and egress during tourism peaks and events was raised at the Local Emergency Management Committee and an undertaking made that Council would review its policy. Events on private land were already covered robustly through the development application process. Events on public land were covered by Tourism, and will be covered more robustly going forward. In the future, emergency services agencies will have the ability to build the necessary conditions into events. The District Supervisor noted his preference for emergency services conditions to be brought back to Council for referral to the event organiser.

Hyams Beach: A Public Meeting would be held on Saturday 8 December 2018 to consider the management of the tourism impact to Hyams Beach in the coming months. On days anticipating high visitor numbers, a traffic controller would control the number of vehicles entering Hyams Beach and not allow in more cars than there are available parking spots.

RESOLVED (Chris Palmer / Andrew Fielding)

That the Rural Fire Service Strategic Planning Committee note the update on Emergency Services Vehicles Access and Egress During Tourism Peaks and Events.

CARRIED

RF18.35 Additional Item - Proposed Meeting Dates - 2019

Action: The Committee Support Officer undertook to liaise with Committee members to find a more suitable date for a February 2019 meeting.

The Committee supported the other proposed meeting dates and it was,

RESOLVED (Chris Palmer / Jennifer Lawther)

That the Committee adopt the proposed meeting dates for 2019, as follows:

- 5:30pm – Thursday 9 May 2019;
- 5:30pm – Thursday 8 August 2019, and
- 5:30pm – Thursday 14 November 2019.

CARRIED

RF18.36 Additional Item - Comerong Island Ferry

In brief discussion, the District Superintendent confirmed: (i) the RFS has an obligation to an area where there are residents, hence the RFS has an obligation to residents on Comerong Island; and (ii) there needed to be an analysis done of the benefits of retaining a fire truck on Comerong Island versus the cost of buying a large enough ferry to carry a 13 tonne fire truck in the event of a fire.

RF18.37 Additional Item - Appointment - Paul Liddiard

The District Superintendent advised that Mr Paul Liddiard had been appointed on 3 month's secondment to fill Paul Gooley's position.

There being no further business, the meeting concluded, the time being 6.50pm.

Clr Mitchell Pakes
CHAIRPERSON

RF19.1 Rural Fire Service - Future Works

HPERM Ref: D19/43818

Group: Assets & Works Group
Section: Asset Management

Attachments: 1. Future Works - RFS Strategic Planning Committee [↓](#)

Purpose / Summary

To review the status of un-funded capital works projects.

Recommendation (Item to be determined under delegated authority)

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

Options

Nil

Background

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

- Conjola Station extensions;
- Wandandian Station extensions;
- Basin View Station extensions;
- Huskisson Station extensions;
- Beaumont Station extensions;
- Manyana Satellite garage & main station alterations
- Training/Logistics/SMSS Facility (TLSF).

Refer to attachment 1.

Community Engagement

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

Financial Implications

Nil

Future Works

	Project	Resolution 10 May 2018	Status 10 May 2019	Status 14 February 2019	Officer
1	<p>Conjola station extension</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Conjola Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.</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>	Nothing further.	TBA
2	<p>Wandandian station extension</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Wandandian Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.</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>	Nothing further.	TBA
3	<p>Basin View station extension</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Basin View Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.</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>	Nothing further.	TBA
4	<p>Huskisson station extension</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Huskisson Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.</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>	Nothing further.	TBA

5	<p>Beaumont station extension</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Beaumont Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.</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>	Nothing further.	TBA
6	<p>Manyana Satellite garage & Main Stn alterations</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Manyana Satellite Garage & Main Station Alterations – Planning to commence when funding is secured.</p>	<p>Planning will be undertaken once funding is secured through the RFFF, and in accordance with district priorities.</p>	Nothing further.	TBA
7	<p>Training, Logistics, SMSS Facility (TLSF) (new)</p> <p>Cost Estimate: \$000,000 Allocated: \$000,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:</p> <p>Required Completion Date: Planned Completion Date:</p>	<p>Training/Logistics/SMSS Facility (TLSF) – No progress on this facility, however funding was provided to build a large training facility in Dubbo, believe the possibility of such a facility in Nowra is also possible.</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>	Nothing further.	TBA