

Rural Fire Service Strategic Planning Committee

Meeting Date: Wednesday, 23 February, 2022
Location: Teams Meeting
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**

Membership

Clr Evan Christen – Chairperson

Clr Serena Copley

Clr Patricia White (alternate)

Chief Executive Officer or nominee (Mr Paul Keech)

RFS Executive: Mr Jonathan Hill

RFS Staff: Mr Chris Palmer

Group 1 Area: Mr Andrew Fielding (Alternate – Mr Stuart Thaler)

Group 2 Area: Ms Jennifer Lawther (Alternate Vic Walker)

Group 3 Area: Mr Ross Smith (Alternate – Mr Thomal Tait)

Group 4 Area: Mr Dennis Stannard (Alternate – Mr Geoff Phillips)

Group 5 Area: Mr John Ashton (Alternate – Mr Steve Heggie)

Group 6 Operations Support: Mr Clayton Short (Alternate – TBA)

Primary Representative RFSA: Mr Vic Walker (Alternate – TBA)

Jervis Bay Territory: Mr Harvey More or nominee

Quorum - Five (5)

Objectives:

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

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

MINUTES OF THE RURAL FIRE SERVICE STRATEGIC PLANNING COMMITTEE

Meeting Date: Thursday, 11 November 2021
Location: Teams Meeting
Time: 5.30pm

The following members were present:

Clr Mitchell Pakes - Chairperson
Mr Chris Palmer
Mr Andrew Fielding
Mr Stuart Thaler
Ms Jennifer Lawther
Mr Vic Walker
Mr Ross Smith
Clr Thomas Tait
Mr Dennis Stannard
Mr Geoff Phillips
Mr John Ashton
Mr Steve Heggie
Mr Clayton Short
Mr Harvey More

Others present:

Mr Gary George (Manager – Building Services)
Ms Helen Camacho – Minute Taker

Apologies / Leave of Absence

Apologies were received from Clr Patricia White, Clr Mark Kitchener, Mr Jonathan Hill, Mr Paul Keech.

Confirmation of the Minutes

RESOLVED (Jennifer Lawther / Chris Palmer)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Thursday 13 May 2021 be confirmed.

CARRIED

Declarations of Interest

Nil

REPORTS

RF21.4 Rural Fire Service - Future Works

**HPERM Ref:
D21/467643**

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, and resolve to move the Tabourie Station Extension from the current project list onto the future projects list as no funding to proceed is currently identified.

RESOLVED (Clr Pakes / Vic Walker)

That the Rural Fire Service Strategic Planning Committee notes the update on the status of unfunded capital works projects and resolved to move the Tabourie Station Extension from the current project list onto the future projects list as no funding to proceed is currently identified.

CARRIED

RF21.5 Proposed Meeting Dates for 2022

**HPERM Ref:
D21/472795**

Recommendation (Item to be determined under delegated authority)

That the Committee adopt the proposed meeting dates for 2022, to be held on line, as follows:

- 5:30pm – Thursday 10 February 2022;
- 5:30pm – Thursday 12 May 2022 (to be convened if required);
- 5:30pm – Thursday 11 August 2022, and
- 5:30pm – Thursday 10 November 2022 (to be convened if required).

RESOLVED (Clr Pakes / Chris Palmer)

That the Committee adopt the proposed meeting dates for 2022, to be held on line, as follows:

- 5:30pm – Thursday 10 February 2022;
- 5:30pm – Thursday 12 May 2022 (to be convened if required);
- 5:30pm – Thursday 11 August 2022, and
- 5:30pm – Thursday 10 November 2022 (to be convened if required).

CARRIED

New Business

Acting District Manager, Jonathan Hill asked that Chris Palmer present to the committee information regarding his plans for the development of a 10 year District Title Asset Management (TAM) Plan.

ACTION: Each group captain has been requested to submit two station priority projects to Acting District Manager by January 2022.

Further information on this matter is available on the attached email from the Acting District Manager.

There being no further business, the meeting concluded, the time being 6.12pm.

Clr Mitchell Pakes
CHAIRPERSON

RF22.1 Rural Fire Service - Future Works

HPERM Ref: D22/37431

Department: Building Services
Approver: Paul Keech, Director - City Services

Attachments: 1. Future RFS Stations and Other Matters - February 2022 [↓](#)

Reason for Report

To review the status of the unfunded 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

1. Nil.

Background

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

- Tomerong Station extensions;
- Wandandian Station extensions;
- Basin View Station extensions;
- Huskisson Station extensions,
- Beaumont Station extensions; and.
- Lake Tabourie extensions.

Refer to attachment 1 – Future works

The above list was revised as at the last meeting with the addition of Lake Tabourie Station extensions.

All infrastructure projects funded from the NSW Rural Fire Fighting Fund Allocation 2020-21 are complete.

FCC	CABA Storage Facility – Design & Construct	\$150,000
Brigade	Conjola Station Seed Funding - Design	\$50,000
Brigade	Currarong Station – Design	\$100,000
Subtotal Infrastructure Projects		\$300,000

Final claims and payments associated with these projects are in progress.

Bushfire Local Economic Relief Fund (BLER) grants have been awarded for the construction of Conjola RFS Brigade extensions and Manyana RFS Brigade new station.

Once current seed funded projects achieve a “shovel ready status”, re-evaluation of seed funding needs for unfunded projects will be undertaken.

Community Engagement

Concept plans for each station extension / refurbishment works are discussed with the relevant brigade and reviewed through regular design review meetings with RFS delegates.

Rural Fire Service Future Works

	Project	Scope of Works	Estimated Cost	Proposed Year
1	Tomerong	Proposing to increase number of tanker bays to accommodate significant growth of brigade membership and incident responses.	Seed funding estimate (shovel ready): \$100,000.00. Total project estimate (not including seed costs): \$500,000.00 – rough estimate.	Pending budget allocation
2	Wandandian	Centrally located within the District, with direct highway access and within close proximity to approved RFS training grounds in the Yerriyong State Forest, Wandandian Station provides a perfect location for major incident staging and district training activities. The proposed project would include large multifunction room, additional storage and tanker bay, and formalised parking area.	Seed funding estimate (shovel ready): \$100,000.00. Total project estimate (not including seed costs): \$750,000.00 – rough estimate.	Pending budget allocation
3	Basin View	To extend, renovate and merge the existing station buildings to provide for housing of a partitioned kitchen, office, multifunction area and increased storage.	Approx Design/Survey/Invest/Proj M't Cost = \$50k Approx Const Cost = \$500k (ex major site works)	Pending budget allocation
4	Huskisson	To extend and renovate the existing station building to provide for an increased multifunction area, locker room and increased storage.	Approx Design/Survey/Invest/Proj M't Cost = \$50k Approx Const Cost = \$500k (ex major site works)	Pending budget allocation
5	Beaumont	To extend and renovate the existing station to provide for housing of a larger fire appliance (2013 Category 1 dual-cab build specification); a partitioned kitchen, office, multifunction area and increased storage.	Approx Design/Investigation/Proj M't Cost = \$70k construction \$700k (ex major site works) seed funding required	Pending budget allocation
6	Lake Tabourie	To extend and renovate the existing station.	Approx Design/Investigation/Proj M't Cost = \$70k construction \$822k (ex major site works) seed funding required	Pending budget allocation