# Rural Fire Service Strategic Planning Committee

Meeting Date: Thursday, 04 October, 2018

**Location**: Council Chambers, City Administrative Centre, Bridge Road, Nowra **Time**: At the conclusion of the Shoalhaven District Liaison Committee

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# **Agenda**

1.	<b>Apologies</b>			
2.	Confirmation of Minutes			
	Rural F	ire Service Strategic Planning Committee - 10 May 2018	1	
3.	Reports			
	RF18.29	Rural Fire Service - Future Works	9	
4.	General Bu	siness		





#### 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, 10 May 2018

Location: Council Chambers, City Administrative Centre, Bridge Road, Nowra

**Time**: 5.38pm

#### The following members were present:

Clr Mitchell Pakes - Chairperson

Mr Paul Keech - Shoalhaven City Council

Mr Mark Williams - District Manager, Shoalhaven Rural Fire Service

Mr Chris Palmer - Staff Representative

Mr Andrew Fielding – Group 1 Area Primary Representative

Mr Martin Gaffey – Group 3 Area Primary Representative

Mr Paul Gleeson - Group 4 Area Primary Representative

Mr John Ashton – Group 5 Area Primary Representative

Mr Bill Bean - Group 6 Area Primary Representative

Mr Robert Johnston - RFS

Others Present

Mary Manley - Shoalhaven City Council

#### **Apologies / Leave of Absence**

Apologies were received from Vic Walker, Geoff Phillips, Megan Birmingham, Jennifer Lawther, Clr Mark Kitchener, Clr Jo Gash and Clr Patricia White.

#### **Confirmation of the Minutes**

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

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Thursday 15 February 2018 be confirmed.

**CARRIED** 

#### **Declarations of Interest**

Nil



# **REPORTS**

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

HPERM Ref: D18/137072

- Kangaroo Valley ablutions and extensions Contractor Preston & Son commenced 26/4/2018.
- Shoalhaven Heads Extension Issue with tender & funding, funds being moved to Kangaroo Valley and Kioloa Stations.
- Kioloa Station Extension Issue with tender & funding, funds being moved from Shoalhaven Heads.
- IEMC Pad Mount Transformer A brick screen wall is under consideration.
- Tabourie Station Extension (Land Acquisition) Issue with Native Title.
- Broughton Vale Station (new) Issue with tender & funding, applied to Council for assistance this was declined, is now the subject of a rescission motion which will be discussed at an extraordinary meeting of Council on Tuesday 15 May 2018.
- Currarong Station Extension Awaiting brief.
- Milton Station Extension Project Complete

Funding to be discussed at Council's extraordinary meeting of 15 May 2018.

# 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.

# **RESOLVED** (Paul Keech / Chris Palmer)

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

**CARRIED** 

# RF18.16 RFS Infrastructure Preface

HPERM Ref: D18/146673

#### 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** 

# RF18.17 Kangaroo Valley Station Additions

HPERM Ref: D18/146684

The brigade has moved out of the station for the duration of the works. The contractor commenced on site 26 April 2018, the work is progressing well. \$200,000 will been transferred from the Shoalhaven Heads Extension to enable completion of this project.

# 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.



#### **RESOLVED** (Mark Williams / Paul Keech)

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

**CARRIED** 

#### RF18.18 Shoalhaven Heads Extensions

HPERM Ref: D18/146699

Project remains shovel ready. Issue with tender and funding, Council has recommended the Project Manager negotiate with Contractors seeking a more cost effective tender. Due to funds needing to be expended during this financial year a request has been submitted to transfer funds to Kangaroo Valley and Kioloa projects, awaiting formal approval from State. State may provide the necessary funding in its entirety to undertake the Shoalhaven Heads Extensions in the 2019/2020 budget.

# 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.

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

- 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.
- 2. That Council consult with the contracting industry to determine a suitable construction quotation for this project.
- 3. The Shoalhaven Heads Extension project to remain a priority.

**CARRIED** 

# RF18.19 Kioloa Station Extensions

HPERM Ref: D18/146708

Awaiting approval from State to transfer funds from Shoalhaven Heads to Kioloa Station Extension project. The Brigade will move out of the station for the duration of the construction.

#### 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.

# **RESOLVED** (Mark Williams / Bob Johnston)

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.

**CARRIED** 



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

HPERM Ref: D18/146727

Council to liaise with Endeavour Energy to ensure they prioritise this works. RFS happy to write a letter of support.

# 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.

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

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

**CARRIED** 

# **RF18.21** Other RFS Infrastructure Projects

HPERM Ref: D18/146749

- 5. Milton/Catering Station Extensions Funding has now been expended.
- 8. Currarong Station Additions Sitting as live, funding to be requested in future budget. Can undertake planning of the works.
- 9. Conjola Station Extensions Sitting as live, funding to be requested in future budget. Can undertake planning of the works.
- 10. Wandandian Station Extensions Sitting as live, funding to be requested in future budget. Can undertake planning of the works.
- 11. Basin View Station Extensions Sitting as live, funding to be requested in future budget. Can undertake planning of the works.
- 12. Huskisson Station Extensions Sitting as live, funding to be requested in future budget. Can undertake planning of the works.
- 13. Beaumont Station Extensions Sitting as live, funding to be requested in future budget. Can undertake planning of the works.
- 14. Manyana Satellite Garage & Main Station Alterations Planning to commence when funding is secured.
- 15. 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.
- 16. 2018/19 RFFF Estimates 2018/19 RFFF estimates have been completed and submitted.
- 17. Staff Movements Inspector Paul Gooey remains on long term sick leave, at this stage it is not anticipated that Paul will be returning to until at the earliest August 2018, Paul is still awaiting a diagnosis.

Clr Pakes requested the Committee's best wishes be forwarded to Inspector Paul Gooey.

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

That the report be submitted for information.



#### **RESOLVED** (Mark Williams / Paul Gleeson)

That the report be submitted for information.

**CARRIED** 

#### **RF18.22** Tabourie Station Extensions

HPERM Ref: D18/146848

Paul Keech explained as the station is built on a reserve the Native Title needs to be extinguished before works can proceed, there are quite a few hurdles to be overcome prior to this happening.

# 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.

# **RESOLVED** (Mark Williams / Chris Palmer)

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.

**CARRIED** 

# RF18.23 Broughton Vale / Berry Rural Fire Station

HPERM Ref: D18/146879

Mark Williams advised the RFS were recommended by Council not to undertake the works in conjunction with NSW Ambulance as NSW Ambulance would undertake the civil works as part of their project, making a cost saving for RFS. NSW Ambulance have not undertaken this civil work and now RFS are up for even more costs for the civil works, how were they able to have this approved through Council.

Paul Keech advised his investigations have shown there was no DA submitted to Council, presume was done through an approval process with State Government, currently looking into details and finding out where/when the approval was given.

Clr Pakes advised it is disappointing this decision was made however it is legal to apply for variations through State Government without no knowledge of this being provided to Council.

Paul Keech advised the cost to replace the mains could be approximately \$100,000. We need to look at where the communication broke down.

Mark Williams also advised of his concern with regard to the driveway/entrance road into the site. Original approval was for the specification of the driveway to be suitable for all vehicles, both Ambulance and RFS. As part of their new approval will NSW Ambulance construct a driveway with lesser capacity which will cause problems with the heavier fire trucks. Also concerned if NSW Ambulance may of used all available Power and Telecommunication facilities and RFS would have the additional costs of providing additional Power and Telecom facilities.

Paul Keech advised he would like to get to the bottom of what has happened with regard to approval to vary the project, where was the decision made, by whom and what are the details of the variation. Need to know all implications before we can progress.

Mark Williams advised of his disappointment that Council did not approve the request for funding



for this project.

Clr Pakes advised the report of the Assets & Works Group Director seeking the funding was very good, however Council's budget had already been allocated. The reality is we have some RFS facilities which are the envy of many districts and whilst we would like to see these current projects being able to be progressed we have to awaiting funding being available. I look forward to a favourable outcome at Council's Extra Ordinary meeting of 15 May 2018.

Mark Williams acknowledged Council has been very helpful to the RFS over the years.

Paul Keech asked if the Committee would agree to going back to the drawing board for the design of the Broughton Vale / Berry Rural Fire Station. As this could possibly provide some savings sufficient to have the project funding get over the line. The consensus was that the design was a good one.

Mark Williams advised RFS are happy to tweak the design to provide project savings.

#### Recommendation

#### That

- 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 <u>ALL</u> required civil works for the proposed site, including power, water, sewerage, drainage etc.

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

#### That

- 1. Council reviews its determination not to commit to contribution 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/DA without delay.
- 4. Council provides the RFS a fully detailed, reviewed AND UP TO DATE costing of <u>ALL</u> required civil works for the proposed site, including power, water, sewerage, drainage etc.
- 5. The Committee notes the recommendation of the Assets & Works Group Director:

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 the co-locating their Berry facilities side by side would allow a smaller total site to be acquired 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.



- 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.

**CARRIED** 

#### **GENERAL BUSINESS**

# RF18.24 Work Health and Safety (WH&S)

HPERM Ref: D18/146931

No matters

#### RF18.25 Code of Conduct

HPERM Ref: D18/146936

Mark Williams advised a member of one of the local brigades had been investigated for fraudulently obtaining funds, they have recently been charged and are awaiting sentencing. Mark is currently undertaking investigations throughout all brigades to ensure this is a one off problem.

#### RF18.26 Additional Item - Item from Previous minutes - RF18.12 - Manildra Train

Paul Keech referred the committee's attention to the email issued by Ellann Lehdey this afternoon (10 May 2018) with regards to the contact details for Manildra's Site Manager, Mr Ming Leung.

Mark Williams advised if Manildra would provide RFS with a train schedule/timetable, then RFS could make alternate arrangements for travel if call-outs conflict with the train's schedule.

CIr Pakes advised his staff have advised him previously of the train schedule being between 3:00 and 3:30pm daily.

Paul Keech to meet with Mr Ming to discuss and obtain a train schedule/timetable.

#### **RESOLVED** (Paul Keech / Mark Williams)

That Paul Keech discuss the Manildra train schedule/timetable with Mr Ming. CARRIED



# RF18.27 Additional Item - Item from Previous minutes - RF18.13 - Impact of Huskisson Triathlon and Other Events on the Access of Emergency Services Vehicles

Paul Keech referred the committee's attention to the email issued by Lynda Ho on Wednesday 9 May 2018 in response to the committee's enquire on the impact of triathlons and other events.

Mark Williams suggested all large events should be notified to RFS District Office to enable brigade crews be placed in relevant stations to ensure accessibility of brigades. Mark also suggested event organisers should pay recompense for crews who have been mobilised to the station for the duration of the event.

Paul Keech advised the Tourism Events Section regularly meets with the Local Area Command in its planning of large events. Paul suggested Mark Williams should attend one of these meetings himself to enable discussion on the issue of emergency vehicle problems with access.

# RESOLVED (Paul Keech / Mark Williams)

That Paul Keech and Mark Williams attend a meeting between Tourism Events Section and Local Area Command to discuss access during large events throughout the city.

**CARRIED** 

# RF18.28 Additional Item - SES Shed Apron at IMEC

Mark Williams advised he recently received an email from Council advising the proposal to replace the SES concrete apron with an asphalt apron at the IEMC. The email advised if RFS require the apron to be constructed in concrete then RFS would have to pay for it.

Mark is concerned this is not in line with the Masterplan for the IEMC and believes it should be constructed in concrete as per the Masterplan as RFS were required to do. Concrete holds heavier vehicles and lasts longer. Mark also advised RFS will not be responsible for the cost for the SES apron.

The Committee supported Mark Williams recommendation that asphalt is not acceptable for this site and that concrete must be used.

#### **RESOLVED** (Mark Williams / Paul Keech)

That Paul Keech meet with Council staff who issued the email to discuss. CARRIED

There being no further business, the meeting concluded, the time being 7.06pm.

CIr Mitchell Pakes CHAIRPERSON



**RF18.29** Rural Fire Service - Future Works

**HPERM Ref:** D18/337739

**Group:** Assets & Works Group

Attachments: 1. Rural Fire Service - Future Works - Update 4

#### **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 note 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 Stn 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	Status	Status	Officer
	·	10 May 2018	10 May 2019	27 September 2018	
1	Currarong Station extension  Cost Estimate: \$000,000  Allocated: \$000,000  Tender Price: \$ Shortfall: \$000,000  Additional Funding From:  Required Completion Date:  Planned Completion Date:	Currarong Station Additions – Sitting as live, funding to be requested in future budget. Can undertake planning of the works.	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	26/7/18 RFS expecting \$50K seed funding for investigation work for other stations. RFS to provide sketch plans SCC to develop schematic layout plans and commence investigation work/preliminary REF to identify constraints/issues for stations in following order of priority:  1. Currarong	Peter Knill
2	Milton Station extension  Cost Estimate: \$ 35,000 Allocated: \$ 35,000 Tender Price: \$ Shortfall: \$000,000 Additional Funding From:  Required Completion Date: Planned Completion Date:	Milton/Catering Station Extensions – Funding has now been expended		in agreement with the RFS, Council undertook to pay the small cost overspend for this project of \$5000. No further action.	Mark Williams
3	Conjola station extension  Cost Estimate: \$000,000  Allocated: \$000,000  Tender Price: \$  Shortfall: \$000,000  Additional Funding From:  Required Completion Date:  Planned Completion Date:	Conjola Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.	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).	Refer to item 1 above.	ТВА
4	Wandandian station extension           Cost Estimate:         \$000,000           Allocated:         \$000,000           Tender Price:         \$           Shortfall:         \$000,000           Additional Funding From:	Wandandian Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.	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).	Refer to item 1 above.	ТВА



- 1	Required Completion Date:	1	1	1		ı
	Planned Completion Date:					
	Allocated: Tender Price: Shortfall: Additional Funding From: Required Completion Date:	\$000,000 \$000,000 \$ \$000,000	Basin View Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.	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).	Refer to item 1 above.	ТВА
	Planned Completion Date:					l
	Allocated: Tender Price: Shortfall: Additional Funding From:	\$000,000 \$000,000 \$ \$000,000	Huskisson Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.	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).	Refer to item 1 above.	ТВА
	Required Completion Date:					l
	Planned Completion Date:					l
	Allocated: Tender Price: Shortfall: Additional Funding From: Required Completion Date: Planned Completion Date:	\$000,000 \$000,000 \$ \$000,000	Beaumont Station Extensions - Sitting as live, funding to be requested in future budget. Can undertake planning of the works.	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).	Refer to item 1 above.	ТВА
8	Manyana Satellite garage & M	lain Stn alterations	Manyana Satellite Garage & Main Station	Planning will be undertaken once funding is	Refer to item 1 above.	TBA
	Allocated:	\$000,000 \$000,000 \$ \$000,000	Alterations – Planning to commence when funding is secured.	secured through the RFFF, and in accordance with district priorities.		
	Planned Completion Date:					l



9	Training, Logistics, SMSS Facility (TLSF) (new)  Cost Estimate: \$000,000  Allocated: \$000,000  Tender Price: \$ Shortfall: \$000,000  Additional Funding From:	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.	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).	Refer to item 1 above.	ТВА
	Required Completion Date: Planned Completion Date:				
10	Manildra Train	RESOLVED (Paul Keech / Mark Williams) That Paul Keech discuss the Manildra train schedule/timetable with Mr Ming.		Paul Keech met with Ming Leung, Site Manager, Manildra on 3 August 2018. Mr Leung explained that the Manildra train typically adhered to the train timetable unless there was an unforeseen disruption. The train impeded traffic on Bolong Road for a maximum of 8 minutes at a time. Ground staff were always on hand and if a siren is heard the carriages of a train can be readily separated to allow emergency vehicles to pass. Mr Leung had undertaken to provide the Director with a copy of the train timetable.	
11	Impact of Huskisson Triathloan and Other Events on the Accessof Emergency Services Vehicles	RESOLVED (Paul Keech / Mark Williams) That Paul Keech and Mark Williams attend a meeting between Tourism Events Section and Local Area Command to discuss access during large events throughout the city.		Tourism staff (SCC) had given a presentation to GDs meeting recently in relation to the process for managing large events. Tourism staff regularly met with area command staff and the like in relation to the management of large events. RFS were now included in the list of external authories consulted in respect to the management of large events. The PA had provided a summary of process to Mark Williams to ensure RFS were now satisfied in respect to the consultation concerning large events. As at 27 September 2018 PA still waiting to hear from Mark Williams.	Paul Keech / Coralie Bell
12	SES Shed Apron at IEMC	RESOLVED (Mark Williams / Paul Keech) That Paul Keech meet with Council staff who issued the email to discuss.		A site visit was held at the IEMC on 23 May 2018 which was attended by Mark Williams, Paul Keech, Tom Dimec and David Wagstaff. Although Paul Keech initially directed staff to use concrete for the SES Hardstand works, the works were ultimately completed in asphalt due to the ground conditions. The decision was made on approximately 18 July 2018. These works are now completed. Refer to 50436E. SES apron and associated bollards installed. Staff hasve instructed new linemarking for front car park and two carparking bays are dedicated to SES.	Paul Keech