

Rural Fire Service Strategic Planning Committee

Meeting Date: Wednesday, 16 August, 2023
Location: Teams Meeting
Time: 5.30pm

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Agenda

1. **Apologies**
2. **Confirmation of Minutes**
 - Rural Fire Service Strategic Planning Committee - 10 May 2023.....1
3. **Reports**
 - RF23.4 Rural Fire Service - Future Works4
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)

Note: Any non-voting Councillor in attendance at any meeting may act as an alternate voting member in circumstances where achievement of a quorum is required

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: Wednesday, 10 May 2023
Location: Council Chambers, City Administrative Centre, Bridge Road, Nowra
Time: 6.10pm

The following members were present:

Clr Patricia White – Chairperson
Mr Matthew Reeves – RFS District Manager
Mr Vic Walker – RFS Volunteer Representative
Mr Ross Smith – RFS District Officer
Mr Harvey Moore – Jervis Bay Territory Representative
Mr Thomas Tait – Group 3 Representative
Mr Gary George – Manager Building Services
Ms Taylah Anderson – Senior Administration Officer

Apologies / Leave of Absence

Apologies were received from Mr Paul Keech – Director City Services, Clr Tonia Gray, Clr Evan Christen and Clr Mark Kitchener.

Confirmation of the Minutes

RESOLVED (Matthew Reeves / Vic Walker)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Wednesday 15 February 2023 be confirmed.

CARRIED

Declaration of Interests

Nil

REPORTS

RF23.2 Rural Fire Service - Future Works

HPERM Ref:
D23/177075

Refer Attachment 1 RFS – Future Works Priorities.

Matthew Reeves advised revised priorities to include Broughton Vale / Berry, Wandandian & Tabourie Stations - St Georges Basin was also identified as a priority by Lake Tabourie station has moved from a renovation of the current station to a new build.

Currarong has also been moved off the list due to the delays with Local Land Council. Priorities may be amended after discussions with the Senior Leadership Team.

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 new and renewal works projects.

RESOLVED (By consent)

That the Rural Fire Service Strategic Planning Committee request that:

1. Matthew Reeves provides comments to be added to the 'comment column' of the Rural Fire Service – Future Works attachment regarding revised priorities and additional information that was received from the Senior Leadership Team before the next meeting

CARRIED

RF23.3 General Business

Gary George created and delivered a power point presentation regarding the St Georges Basin RFS Station which was in response to the Action items in the minutes from the Rural Fire Service Strategic Planning Committee meeting dated 15 February 2023.

RFS Strategic Planning Committee - 15 Feb 2023 – Action RF23.1

The presentation included Options and Costs for various mitigation measures. Discussion revolved around these options.

Vic Walker forwarded an option for traffic warning signage which, alerts traffic that fire trucks will be turning out of the driveway and to slow traffic down.

Members of the St Georges Basin RFS raised concerns regarding security of parked vehicles, when reviewing the potential overflow parking option.

Action: Gary George to investigate signage options sent through by Vic Walker for consideration.

Action: Attach the power point presentation with Minutes for reference.

Discussion to occur with Matthew Reeves and Gary George regarding the forecasted budgets for station maintenance. The budget has not been finalised for the 2023/2024 financial year.

Matthew Reeves advised RFS is undertaking a Station Inspection Project including condition auditing of facilities – moving towards a scheduled maintenance plan instead of a reactive maintenance. Discussions to occur with Gary George, Matthew Reeves and Jacqui Russell – Asset Coordinator to be ensure that information is captured in Councils Asset Register.

Matthew Reeves requested that the RFS could be advised when maintenance requests have been completed in the system. Gary George will follow up with Asset Officer.

Matthew Reeves requested an update on the progress of Huskisson & Kioloa Stations flooding issue that Mario Savoca was actioning.

Action: Gary George to discuss with Mario regarding the drainage issues and provide a status update to the RFS on the Huskisson RFS Station and Kioloa RFS Station

Update on the ownership of the bridge on Dangerwood Road. Discussions occurring with National Parks and Works and Services.

Action: Gary George to follow up with Trevor Dando to determine if ownership has been identified regarding the bridge on Dangerwood Road. Update RFS prior to the next meeting.

Matthew Reeves advised Toll / Health will be using the helicopter landing at the IEMC. They will be making capital upgrades which are being funded by them.

RESOLVED (By consent)

That:

2. Gary George to investigate signage options (St Georges Basin RFS) sent through by Vic Walker for consideration
3. Gary George to discuss with Mario regarding the drainage issues and provide a status update to the RFS on the Huskisson RFS Station and Kioloa RFS Station
4. Gary George to follow up with Trevor Dando to determine if ownership has been identified regarding the bridge on Dangerwood Road. Update RFS prior to the next meeting.

CARRIED

There being no further business, the meeting concluded, the time being 6:50pm.

Clr Evan Christen
CHAIRPERSON

RF23.4 Rural Fire Service - Future Works

HPERM Ref: D23/319205

Department: Building Services
Approver: Craig Exton, Acting Director - City Services

Attachments: 1. Attachment 1 - RFS Strategic Planning Committee - Future Priorities Works - Future RFS Stations and Works - 15 August 2023 [↓](#)

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 new and renewal works projects.

Options

1. Accept the recommendation as written.
Implications: Recommended – works will continue as funded.
2. Not accept the recommendation and draft a different recommendation.
Implications: Not Recommended – the committee could change the agreed priorities, which may have an impact on the delivery of the current program of works.

Background

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

New Works

- Broughton Vale / Berry
- Wandandian Station
- Tomerong Station

Renovation Works

- St Georges Basin extensions
- Tabourie Station extensions *DA approved*
- Currarong Station extensions *DA submitted for determination*

Refer to attachment 1 – Future works

Bushfire Local Economic Relief Fund (BLERF) grants were awarded for the construction of Conjola RFS Brigade extensions and the Manyana RFS Brigade new station. Application for funding variations have been submitted for both projects due to market cost increases.

There is currently no seed funding available to progress design of new projects or renovations.

Community Engagement

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

General Business

Updates

- Priority Projects commentary and update to be provided by RFS.
Work in progress.
- Traffic Signage Options – St Georges Basin RFS Station
An update will be provided directly to the next meeting.
- Drainage Issues Update
 - Huskisson RFS – Upgrade drainage pipes to street from 100mm to 150mm to facilitate water egress and alleviate ponding. Contractor engaged to complete works by end September.
 - Kioloa RFS – Addressing subsoil water pressure by installing megaflow trench connecting to 100mm dedicated discharge pipe to street headwall. Contractor engaged to complete works by end September
- Ownership of bridge on Dangerboard Rd
 - SCC undertook an investigation and found that the road is not gazetted for ownership and Crown Lands have no records of ownership. There is no proof that council own the road or bridges, or a transfer of ownership has occurred; therefore, council are not identified as owner.
 - An update was provided by Trevor Dando to the Bushfire Management Committee (BFMC) on 9th August regarding this matter.

Rural Fire Service - Future Works														
Year of Funding and Construction Commencement - Enter \$														
Details								6		7		8		Comments
Area Command	District	LGA	Brigade / FCC Nam	Brigade/FCC	Type	District Priority	Comments	2022/23 Bid	2022/23 Review	2023/24 Bid	2023/24 Review	2024/25 Bid	2024/25 Review	
South Eastern	Shoalhaven	Shoalhaven	Broughton Vale/Berry	Brigade	New Build	1								Political pressure being applied, may need to reshuffle priorities, scope to be defined
South Eastern	Shoalhaven	Shoalhaven	Wandandian	Brigade	New Build	2						\$ 100,000.00		Strategic station, will require a 4c station to cater for the needs, scope to be defined
South Eastern	Shoalhaven	Shoalhaven	Tomerong	Brigade	New Build					\$ 100,000.00				Strategic station, requires a new station to fit a new Cat tanker, scope to be defined
South Eastern	Shoalhaven	Shoalhaven	St Georges Basin	Brigade	Renovation	4								Scope to be defined
South Eastern	Shoalhaven	Shoalhaven	Tabourie	Brigade	Renovation	3								DA approved on 07/02/2020 - Demolish of existing amenities and shed and alterations and additions. PTE required.
South Eastern	Shoalhaven	Shoalhaven	Curarong	Brigade	Renovation									PTE required closer to construction.
Totals										\$ 100,000		\$ 100,000		