

Rural Fire Service Strategic Planning Committee

Meeting Date: Wednesday, 28 February, 2024
Location: TEAMS Meeting
Time: 5.30pm

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. **Apologies**
2. **Confirmation of Minutes**
 - Rural Fire Service Strategic Planning Committee - 8 November 2023 1
3. **Reports**
 - RF24.1 Rural Fire Service - Future Works 6
4. **General Business**

Membership

Clr Evan Christen – Chairperson
Clr Serena Copley
Clr Patricia White (alternate)
Chief Executive Officer or nominee (Mr Carey McIntyre)
RFS Executive: Mr Matthew Reeves
RFS Staff: Bradley Collins (Alternate: Ross Smith)
Group 1 Area Primary: Stuart Thaler (Alternate: N/A)
Group 2 Area Primary: Jenny Lawther (Alternate: Vic Walker)
Group 3 Area Primary: Thomas Tait (Alternate: Casey Addison)
Group 4 Area Primary: Dennis Stannard (Alternate: Geoff Phillips)
Group 5 Area Primary: Steve Heggie (Alternate: Graham Bennett)
Group 6 Operations Support: Clayton Short
Rural Fire Service Association (RFSA): Vic Walker
Jervis Bay Territory: Megan Menz

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, 8 November 2023

Location: TEAMS Meeting

Time: 6.12pm

The following members were present:

Clr Evan Christen - Chairperson

SCC CEO's Representative: Carey McIntyre SCC Building Services Manager: Gary Geroge RFS

Executive Officer: Matthew Reeves

RFS Staff Representative: Bradley Collins

Primary Representative Rural Fire Service Association (RFSA): Vic Walker

Group 3 Area Representative Primary: Thomas Tait

Group 5 Area Representative Acting: Graham Bennet

Carey McIntyre Director City Services – left the meeting 6.40pm

Apologies / Leave of Absence

Apologies were received from Clr Patricia White.

Confirmation of the Minutes

RESOLVED (Clr Christen / Vic Walker)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Wednesday 16 August 2023 be confirmed.

CARRIED

Declaration of Interests

Nil.

REPORTS

RF23.6 Rural Fire Service - Future Works

**HPERM Ref:
D23/431959**

Refer to Attachment One for the report

Gary George noted that figures on this report will need to be updated once the RFS and Council receives the funding allocation letter from the RFS state office. Matthew Reeves confirmed he has submitted bids for Broughton Vale/Berry, Wandandian, and Lake Tabourie stations.

Corrections to report – Matthew Reeves recommended removal of the 'District Priority' column.

Council have made submissions to the grant funding body for funding variations for Conjola RFS Brigade Extensions and the proposed new Manyana RFS Brigade. Anticipating the process may take up to 3 months to be finalised.

VMS Board

Gary George has investigated various types of VMS boards and identified a solar solution supplied by Baums.

A complete proposal is currently being developed: however key features include:

- Operated by pushbutton on egress from the site.
- Sign will illuminate the message for a fixed duration.
- Low power solar, 4G connection.
- Estimated costs, \$150,000 installed.

Temporary VMS boards are available through a local traffic hire company at cost of \$45 per day.

Matthew Reeves noted that Wandandian brigade and the future Manyana brigade all enter onto 80km roads, and the conversation needs to extend beyond St Georges Basin and include all three brigades to form a unified solution.

Thomas Tait questioned the estimated costs of installation and has suggested Council explore alternate solutions that would be significantly cheaper. Also noting that Council must consider three stations that need the signage, it will be more cost effective.

ACTION: Gary George to re-visit sign solution, explore a cheaper option

Clr Evans asked what Council approvals the VMS boards would need before installation that may cause time constraints. Gary George commented he has discussed with the District Engineers, and they have installed similar signage in the past without needing DA approval. Director Carey McIntyre confirmed that it is exempt under complying development, so it doesn't need DA approval.

Gary George advised he is awaiting a return call from the NSW Ambulance District Manager to discuss if they have been experiencing similar issues and safety concerns and whether they would be willing to contribute funds.

St Georges Basin RFS

Thomas Tait advised that an additional 20 parking spaces would be sufficient for members vehicles. The Brigade currently have approximately 12-18 members responding to a fire call and the current spaces do not accommodate everyone.

Matthew Reeves has yet to discuss with the St Georges Basin RFS brigade regarding the future needs and requirements of the site. He is hoping to do so within the next month.

Gary George advised Council has been approached by the SES who are needing space for a new headquarters, the SES preference is to be accommodated on the same site as the RFS. Gary will work with Councils design team to determine the future needs of the current site occupants and consider the feasibility of collocating the SES. All safety concerns will be taken into consideration.

ACTION: Gary George to involve Matthew Reeves & Thomas Tait in the determination of housing SES on the site. Schedule meeting with Councils Design Coordinator

Clr Evan Christen commented on the concerns regarding road safety the RFS are already facing, adding the SES the same site will only worsen the issue.

Thomas Tait made a point of having shared facilities with the SES. The committee previously discussed needing to provide more parking spaces for the RFS, Council can consider what the SES will need and potentially combine. Thomas noted that it is highly unlikely that the RFS and SES services are deployed at the same time.

Dangerwood Bridge

Gary George has had subsequent discussion with Trevor Dando, and he had advised a legal resource needs to be engaged to determine who is responsible for the road and the assets on the road.

Matthew Reeves advised Gary that he has passed on an email today that links to spatial services information that shows Local Government have ownership of the bridge.

ACTION: Gary George to schedule meeting with Trevor Dando, Carey McIntyre, and Mathew Reeves to discuss the matter further.

Currently, the ownership is still not clear, and this is delaying the RFS from applying for grant funding and continues to pose an operational risk.

RESOLVED (By consent)

That

1. The Rural Fire Service Strategic Planning Committee notes the update on the status of unfunded capital new and renewal works projects.
2. Gary George to re-visit sign solution, explore a cheaper option
3. Gary George to involve Matthew Reeves & Thomas Tait in the determination of housing SES on the site. Schedule meeting with Councils Design Coordinator
4. Gary George to schedule meeting with Trevor Dando, Carey McIntyre, and Mathew Reeves to discuss the matter further

CARRIED

GENERAL BUSINESS

Grant Funding

Bradley Collins advised the RFS have received grant funding of approximately \$50,000 for infrastructure upgrades to Wandandian RFS and for 20 identified brigades needing external lighting upgrades.

Gary George commented he is keen to determine with Bradley exactly what the funding will be used for and if Council can help with the delivery of works. Bradley noted \$30,000 is allocated for Wandandian and the remaining \$20,000 is allocated for the external lighting upgrades. Gary added that Councils Electrical Engineer can assist with the external lighting upgrades.

Allocated Funds

Matthew Reeves commented that in previous years, Brigades have not entirely spent their allocated infrastructure funds for the financial year and the RFS have been able to carry forward the unspent funds to the following year. The State Government has advised this will not occur this year.

As a Strategic Planning Committee, we need to look at intermediate scale projects that brigades need and determine how best the RFS and Council can capitalise on the opportunity of unused allocated funds.

ACTION: Matthew Reeves and Gary George to discuss the use of unused allocated funds on intermediate scale projects

Thomas Tait asked Gary George if he could provide update on the self-funded and self-managed proposal for brigades he was working on. Matthew Reeves confirmed the proposal is on his desk for review. Gary George commented that he is hoping it can be rolled out for small projects first to trial how well it works.

Milton RFS

Graham Bennet advised that Milton RFS have \$50,000 allocated to construct a shed alongside the brigade but is currently waiting on Council to confirm if the lot on 221 Croobyar Road Milton exists. Matthew Reeves gave update that he has given approval for the brigade to go ahead with the laundry works and believes the lot issues was finalised in July 2023. Bradley Collins and Ross Smith are prioritising approval for the shed to be built.

There being no further business, the meeting concluded, the time being 6.53pm.

Clr Evan Christen
CHAIRPERSON

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	Currarong	Brigade	Renovation									PTE reqired closer to construction.
Totals										\$ 100,000		\$ 100,000		

RF24.1 Rural Fire Service - Future Works

HPERM Ref: D24/38341

Department: Building Services
Approver: Carey McIntyre, Director - City Services

Attachments: 1. RFS Strategic Planning Committee - Future Priorities & Works - Future RFS Stations and ~ February 2024 [↓](#)

Reason for Report

The purpose of this report is 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

Ammendments since last meeting include removal of the 'Priority Column' at the request of Matthew Reeves and the status of Currarong Bridage Extention Development Application (PAN-163321) as withdrawn.

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 escalation and cost

increases. Council received invitations for funding variation requests on 20 October 2023 for these two projects. Submissions were lodged on 1 November 2023 for consideration.

Advice received from Department of Regional NSW on 7 February 2024 advised that applications for additional funding has been approved for both projects. A revised Deed of Variation between NSW Government and Shoalhaven City Council is currently being drafted.

There is currently no other 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

Actions Update

VMS Board

1. *Gary George to re-visit sign solution, explore cheaper option.*

Update to be provided direct to meeting.

St Georges Basin RFS

2. *Gary George to involve Matthew Reeves & Thomas Tait in the determination of housing SES on the site. Schedule meeting with Councils Design Coordinator*

Matthew Reeves is to discuss future needs with the St Georges Basin RFS brigade.

Council staff are progressing design for SES station based on standard design and site configuration. An economical revision is currently in draft for discussion.

Dangerwood Bridge

3. *Gary George to schedule meeting with Trevor Dando, Carey McIntyre, and Mathew Reeves to discuss the matter further.*

Meeting conducted on 6 February, attended by Matthew Reeves, Carey McIntyre, Trevor Dando, and Gary George.

RFS 'Fire Access Service' conducted spacial analysis, indicating SCC as the owner. Shoalhaven City Council have not reviewed the data set to date.

Trevor requested the data set, enabling SCC to review and satisfy itself of the veracity of the information.

Allocated Funds

4. *Matthew Reeves and Gary George to discuss the use of unused allocated funds on intermediate scale projects*

Matthew Reeves and Gary George have conducted an intial discussion, with the IEMC Training Room Upgrade in potential of additional funds for completion. Seed funding for priority list projects another opportunity.

Rural Fire Service - Future Works													
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South Eastern	Shoalhaven	Shoalhaven	Curarong	Brigade	Renovation								PTE required closer to construction DA withdrawn on 28/11/2024
Totals									\$ 100,000		\$ 100,000		