

MINUTES OF THE RURAL FIRE SERVICE STRATEGIC PLANNING COMMITTEE

Meeting Date: Wednesday, 7 August 2024

Location: TEAMS Meeting

Time: 6.03pm

The following members were present:

RFS Executive Officer: Matthew Reeves - Chairperson

SCC Building Services Manager: Gary George

RFS Staff Representative: Chris Palmer

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

Representative Rural Fire Service Association: Geoff Ford

Group Three (3) Captain: Mr Thomas Tait

Clr. Matthew Norris

Apologies / Leave of Absence

Mr Carey McIntyre - Director City Services

Ms Robyn Stevens – CEO

Clr. Patricia White

Confirmation of the Minutes

RESOLVED (Thomas Tait / Matthew Reeves)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Wednesday 29 May 2024 be confirmed.

CARRIED

Declaration of Interests

Nil

RF24.12 Business arising from Previous Minutes - General Business Actions - 29 May 2024

Consult with Governance regarding 28 August 2024 Strategic Planning and District Liaison Meeting

Gary George Spoke with Governance and it was established that the meeting was to be brought forward to 7 August 2024.

St Georges Basin RFS – Solar Light Quote

ACTION: Gary George to send out Solar Light quotation Council received along with Images - Closed

As an action from the last meeting – Gary George was requested to send the quote that Council obtained for the solar lights to Vic Walker. This has been completed.

Dangerboard Bridge

ACTION: Cllr Patricia White will speak with Carey McIntyre about progressing a Grand fund and Plan - Open

As an action from the last meeting – Patricia White indicated that she would speak with Carey McIntyre regarding obtaining a grant fund and plan for Dangerboard Bridge repairs. Patricia White was an apology to the meeting and therefore this action is still open.

- Gary asked Matthew Reeves if these concerns have been raised during the FAFT meeting.
- Matthew Reeves advised that the General BFMC meeting has not had a Council representative since Trevor Dando departed Council.
- Matthew Reeves advised Trevor Dando would usually attend the FAFT and BFMC meetings. Beorn Hulme and Michael Berzins have been stepping into Trevor's vacant position until recruitment has been completed.

Action – Gary George will follow up with Beorn Hume and Michael Berzins to ensure one of them attend the BFMC and FAFT meetings.

Action – Alison Evans to forward BFMC invitation to Carey McIntyre, Beorn Hulme, and Michael Berzins to discuss Dangerboard Bridge.

REPORTS

RF24.11 Rural Fire Service - Future Works

**HPERM Ref:
D24/297510**

Gary George stated that there have been no amendments to the priority list during the past three months.

- Priorities are as per **Attachment One** unless otherwise advised.
- Matthew Reeves advised RFS are yet to receive advice for budget allocations in relation to projects bids submitted by the district for the 2024/25 financial year.

RESOLVED (By consent)

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

CARRIED

GENERAL BUSINESS

RF24.13 Committee Membership

RFS Leadership Team Meeting

Matthew Reeves advised that the RFS Leadership Team Committee endorsed some changes to the membership as follows.

Strategic Planning Committee

- Steve Thomson – Deputy Group Two delegate.
- Removal of Stuart Thaler, Thomas Tait, Dennis Standard, Steve Heggie and Clayton Short as they will be represented by Steve Thomson.

- One other senior volunteer representative from the Senior Leadership team will be allocated, this delegate is yet to be confirmed.
- Megan Menz is no longer with Jervis Bay Territory.

Thanks were given to Thomas Tait, the Group Three Captain for his contribution and commitment to the Planning committee process.

Action – Alison Evans to contact Kim Forbes via email to obtain the new Jervis Bay Territory RFS Delegate.

RF24.14 Updates

Basin View RFS Shed Update

Matthew Reeves updated the Committee on the construction of the Basin View RFS Shed.

- The Shed has been installed.
- RFS are doing some works around the locking system of the shed and are looking to obtain quotes for the ramp to be installed. These quotes will be shared with Gary George – Building Services Manager to obtain feedback.
- Matthew Reeves advised he will obtain additional funding to have the ramp completed.
- Gary George advised once the project is complete, the Building Services Asset Coordinator will attend the site to ensure Council Asset Register, is updated for the new structure.

IEMC Training Centre update

Matthew Reeves advised that works are continuing on the demountable building installation. The REF was reviewed and updated due to the adjusted placement of the building.

RFS have worked with SES to remove a redundant shipping container that has been on site. This has allowed for the repositioning of the new training room closer to a pathway adjacent to the roadway.

- The Module build for the structure is currently delayed due to materials.
- Other works are continuing to ensure all is ready once the module arrives on site.
- Council manufactured Picnic Tables and covered roof has been installed.

Outstanding Defects

RFS Executive Officer Matthew Reeves spoke about outstanding Defects -

This was discussed in the Strategic Liaison Meeting where an action was made to schedule a meeting regarding outstanding Defects and to discuss ways to communicate completed defects moving forward.

- Gary George advised Council will review existing budgets and to identify if council can prioritise some of the more important items on the list rather than general maintenance tasks.

Thomas Tait advised that the drainage works done at the Huskisson RFS were good however they have not rectified the entire problem. A Swale drain was discussed as an alternative.

There being no further business, the meeting concluded, the time being 6.21pm.

Matthew Reeves
ACTING CHAIRPERSON