

Rural Fire Service Strategic Planning Committee

Meeting Date: Wednesday, 25 February, 2026
Location: TEAMS Meeting
Time: 5:30 PM

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 - 26 November 2025 1
3. Reports
 - RF26.1 Rural Fire Service - Future Works 3
4. General Business

Membership

Clr Selena Clancy – Chairperson
Clr Patricia White (Alternate)
Chief Executive Officer or nominee
RFS Executive: Matthew Reeves
RFS Staff: Chris Palmer / Shane Wicks
Steve Thomson (Groups 1, 3 to 6)
Jenny Lawther (Group 2)
Vic Walker (Rural Fire Service Association (RFSA))
Glenn Meade (Jervis Bay Territory)

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 CEO 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, 26 November 2025
Location: TEAMS Meeting
Time: 5.46pm

The following members were present:

Mayor (Chairperson)	Patricia White
RFS Executive Officer	Matthew Reeves
RFS Delegate	Jeff Ford
RFS Staff Representative	Shane Wicks
Buildings & Property Services Manager	Gary George
Senior Administration Officer	Shakira Vermeij

Apologies / Leave of Absence

RFS Primary Representative	Sam Marshall
Chairperson (Councillor)	Selena Clancy

Confirmation of the Minutes

RESOLVED (Clr White / Matthew Reeves)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Tuesday 16 September 2025 be confirmed.

CARRIED

Declaration of Interests

Nil

REPORTS

RF25.5 Rural Fire Service - Future Works

**HPERM Ref:
D25/537892**

Refer to Attachment One for the report.

Gary George commented that during the reporting period, there have been minimal changes to the project list. The same projects remain, and from Council's perspective, no additional funding has been obtained to progress them further.

It is also believed that the RFS has not secured funding, and the new allocation is unlikely to include these projects. Matthew Reeves suggested that, where appropriate, a motion be moved to

retain only the agreed top three priorities on the table, with other projects to be brought back to future meetings if funding or activation occurs.

Gary George requested confirmation of the top three priorities for clarity, and Matthew Reeves confirmed they are as follows;

- Broughton Vale
- Wandandian
- Tabourie

Matthew Reeves mentioned that these are not ranked in order but identified as the top three based on funding considerations rather than project importance.

Patricia White agreed to this approach of only displaying the top three priorities, and by consensus, the meeting confirmed this as the way forward for all meetings.

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. Future reports contain the top three priorities only.
3. The top three are (not ranked in order):
 - a. Broughton Vale
 - b. Wandandian
 - a. Tabourie

CARRIED

RF25.6 Proposed Meeting Dates for 2026

**HPERM Ref:
D25/537907**

Gary George commented that it is mandated by Council that this committee meets twice per year. Over the past four to five years, the committee has consistently met on these optional dates as well. Tonight's meeting is one of those optional meetings. If members are satisfied with these proposed dates, we can resolve to accept them.

RESOLVED (By consent)

That the Committee adopt the proposed meeting dates for 2025, to be held online, as follows:

- 5:30pm – Wednesday 25 February 2026
- 5:30pm – Wednesday 27 May 2026 (to be convened if required)
- 5:30pm – Wednesday 26 August 2026
- 5:30pm – Wednesday 25 November 2026 (to be convened if required)

CARRIED

There being no further business, the meeting concluded, the time being 5.58pm.

Clr Selena Clancy
CHAIRPERSON

RF26.1 Rural Fire Service - Future Works

HPERM Ref: D26/76896

Department: Buildings & Property Services
Approver: Kevin Norwood, Director - City Services

Attachments: 1. Future Priorities Works [↓](#)

Purpose:

The reason for this report is to review the status of 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.

Community Strategic Plan:

- 1 Vibrant, active and safe communities
 - 1.5 Preparedness for disasters and emergencies

Delivery Program / Operational Plan:

- 1.5.1 Support communities to prepare for, respond to and recover from natural disasters, extreme weather and other emergencies

Background

The following projects remain listed within Shoalhaven RFS Strategic Capital Expenditure Program:

Priority Projects

1. Broughton Vale / Berry
2. Wandandian Station
3. Tabourie Station – extensions (DA approved)

Renovation Works

1. Tomerong Station – renewal
2. St Georges Basin – extensions
3. Currarong Station – extensions

Refer to *Attachment 1 – Future Priorities & Works* for additional detail.

There have been no amendments to the priority project list since the previous meeting. When funding becomes available, the RFS will reassess the list to identify the most relevant and impactful project to progress at that time.

Bushfire Local Economic Relief Fund (BLERF) grants were awarded for the construction of Lake Conjola RFS Brigade extensions and for a new RFS Brigade Station at Manyana, with

all grants now received and acquitted. Conjola RFS Station reached the end of its Defect Liability Period (DLP) within the reporting timeframe, while Manyana RFS Station remains under DLP until July 2026.

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

Projects in Progress

Two Council-Funded projects are currently underway:

1. Integrated Emergency Management Centre (IEMC) – Fire Hydrant Upgrade

This project is progressing through the design phase, with technical requirements and upgrade specifications currently being developed.

2. Kioloa RFS Brigade Station – Heavy Traffic Concrete Driveway

Works are in progress for the installation of a heavy-duty concrete driveway to support heavy vehicle access and improve station functionality.

Both projects continue to track within their planned development stages, supporting improved operational capability across the Rural Fire Service network.

Internal Consultations

Consultation is undertaken with Brigades and facilitated through the RFS District Officer.

External Consultations

External consultations are undertaken in accordance with the Development Consent process and project specific Communication Planning.

Community Consultations

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

Policy and Statutory Implications

All procurements activities are undertaken and reported in accordance with Shoalhaven City Council's procurement policies and procedures.

Rural Fire Service - Future Works															
Year of Funding and Construction Commencement - Enter \$															
Details							6		7		8				
Area Command	District	LGA	Brigade / FCC Nam	Brigade/FCC	Type	Comments	2022/23 Bid	2022/23 Review	2023/24 Bid	2023/24 Review	2024/25 Bid	2024/25 Review	Comments		
South Eastern	Shoalhaven	Shoalhaven	Broughton Vale/ Berry	Brigade	New Build	1								RFS considering Type 5A (3 Bay standard) design.	
South Eastern	Shoalhaven	Shoalhaven	Wandandian	Brigade	New Build	1								Strategic station, will require a 4c station to cater for the needs, scope to be defined	
South Eastern	Shoalhaven	Shoalhaven	Tomerong	Brigade	New Build	2								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	2								Scope to be defined	
South Eastern	Shoalhaven	Shoalhaven	Tabourie	Brigade	Renovation	1								DA approved on 07/02/2020 - Demolish of existing amenities and shed and alterations and additions. PTE required. DA expiry 2027.	
South Eastern	Shoalhaven	Shoalhaven	Currarong	Brigade	Renovation	2								PTE required closer to construction DA withdrawn on 28/11/2024	
Totals									\$ -		\$ -				