

Rural Fire Service Strategic Planning Committee

Meeting Date: Wednesday, 29 May, 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

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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, 28 February 2024

Location: TEAMS Meeting

Time: 5.30pm

The following members were present:

Clr Patricia White- Acting Chairperson

Mr Matthew Reeves

Mr Bradley Collins

Mr Vic Walker

Mr Thomas Tait

Apologies / Leave of Absence

Apologies were received from Clr Evan Christen, Clr John Kotlash, Mr Carey McIntyre (Director City Services), Ms Megan Menz and Ms Robyn Stevens (CEO).

Confirmation of the Minutes

RESOLVED (Bradley Collins / Clr White)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Wednesday 08 November 2023 be confirmed.

CARRIED

Declaration of Interests

Nil

REPORTS

RF24.1 Rural Fire Service - Future Works

**HPERM Ref:
D24/38341**

A request was made at the last meeting 8 November 2023 to have Column B "District Priority" removed from the report table by Matthew Reeves. That is now Completed.

Gary George advised the figures in column 2023/24 - \$100,000 'Tomerong Brigade rebuild' will roll over.

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

RF24.2 Additional Item - Wool Road RFS Station - VMS Board Sign

Option 1 - Recommendation to install simple street sign design for the Wool Road RFS Station. Supply and install are about \$500 each or \$1000 installed. Gary George advised that funding may be available in the capital renewal program 2023/24.

Option 2 – Gary George provided an update regarding the first quote for the Solar Sign. A Geotech report would need to be undertaken along with obtaining a section 138. Total project cost around \$38-\$40,000.

Thomas Tait provided Gary George with a new quote for a Solar Solution Sign that is used by the Queensland Ambulance service. This new quote was cheaper than the first one discussed on 8 November 2023 meeting but similar design but would allow a saving on installation costs.

Action - Gary George will have the Building Services Electrical Engineer investigate this option from an Electrical perspective.

RESOLVED (Clr White / Matthew Reeves)

That “simple Street Signs’ be installed and electronic signs be further investigated.

CARRIED

RF24.3 Additional Item - St Georges Basin RFS

Last meeting 8 November 2023 Thomas Tait advised that an additional twenty (20) parking spaces would be sufficient for members vehicles. The Brigade currently have 12-18 members responding to a fire call and the current spaces do not accommodate everyone.

- A discussion has been ongoing between Council and SES regarding their proposal to build a headquarters. Including a two (2) bay station with adjoining amenities co located on-site at St Georges Basin.
- Building Services conducted meetings with SES and will continue to develop that concept and obtain cost options.
- Future Needs of St Georges Basin RFS needs to be considered whilst undertaking any masterplan exercise.

ACTION: Matthew Reeves to meet with nominated St Georges Basin delegate (Group 3 officer) and representee from St Georges Basin.

RF24.4 Additional Item - Dangerwood Bridge

Gary George convened a meeting with Trevor Dando, Carey McIntyre, and Matthew Reeves on 6 February 2024 all in attendance.

Fire Access Service Spatial Analysis undertaken by RFS indicated that SCC were the owner of Dangerwood Bridge and road, Shoalhaven City Council has not yet reviewed that data set.

- Trevor Dando requested the data set which would enable SSC to review and satisfy itself of the accuracy of the information. Matthew Reves clarified that council was going to seek the data and check through Council’s GIS to confirm accurate data set before Council make and ownership decisions.
- Clr White expressed that she regularly receives correspondence from residences in the vicinity of Dangerwood bridge asking when it will be fixed as the detour is quite big especially for any emergency response.

This matter is in progress.

Action – Gary George will follow up with Trevor Dando for an update.

RF24.5 Additional Item - Lake Tabourie

Renovation, DA approved since 7 February 2020. Part of the existing building is retained, and alterations and additions are made to the Lake Tabourie building.

- Patricia White questioned that the DA expires in February 2025 and asks if there is any commencement of work. Gary George advised that there hasn't been funding to commence work on that project and noted that if there are any unallocated funds we may be able to commence on that project or alternatively look at what is required to extend the time frame on the DA.
- Matthew Reeves advised they are working through the project bids for next financial year.
- Gary suggested that Council fund an updated cost plan to inform Matthew Reeves budget bid process for the allocations next year.

ACTION: Gary George to consult with Development Services about the commencement of works associated with the DA or extending DA period.

RF24.6 Additional Item - General Business

Unused Allocated Funds

Matthew Reeves indicated that the RFS were funding a new shed for the new vessel at Basin View RFS – seeking that council provide some advice on the approval process for the project.

General Business

- Milton RFS are waiting for a Lot and DP to be assigned for transfer of land from a road reserve so they can move ahead with some self-funded projects and obtain a potential Grant for increased parking on site. Gary advised that a council officer from the RFS in the Southern office was addressing this issue and that Building services has not had any communication on this issue. Matthew Reeves advised Ross Smith was dealing with the matter Ross Smith. Matthew Reeves will get an update from Ross regarding this matter.
- Ross Smith has accepted a position at far south coast. He has been replaced by a new officer Shane Weeks, who is working in the infrastructure section with Bradley Collins.
- Matthew Reeves advised that Training Centre renovation is progressing, however, they did run into some asbestos that was not originally identified. This has now been dealt with and the site is now clear and progressing on track with project to hopefully be completed by the end of financial year.
- The funding that RFS have allocated for the project will be expended by the end of financial year. All other funds are from the deductible gift recipient fund as part of the 2019-2020 Community fundraising allocations.
- RFS has additional funds from regional development Australia as part of the Cadet training program that RFS members facilitate this is a residual reserve of funding if the budget is over.

Action	Responsible Person
St Georges Basin RFS Meeting between Matthew Reeves and nominated St Georges Basin delegate "Group 3 officer" and representative from St Georges Basin.	Matthew Reeves
Dangerwood Bridge Gary George will follow up with Trevor Dando for a further update and Gary will follow up on the Data Set.	Gary George

Lake Tabourie Gary George to consult with Development Services about the commencement of the DA.	Gary George
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There being no further business, the meeting concluded, the time being 6.35pm.

Clr Patricia White
ACTING CHAIRPERSON

RF24.7 Proposed Meeting Dates for 2024

HPERM Ref: D24/185461

Department: Building Services

Approver: Carey McIntyre, Director - City Services

Reason for Report

To determine Rural Fire Service Strategic Planning Committee meeting dates for 2024.

Recommendation (Item to be determined under delegated authority)

That the Committee adopt the proposed meeting dates for 2024, to be held online, as follows:

- 5:30pm – Wednesday 28 February 2024 (past tense)
- 5:30pm – Wednesday 29 May 2024
- 5:30pm – Wednesday 28 August 2024
- 5:30pm – Wednesday 27 November 2024

Options

1. The Committee accepts the proposed meeting dates for 2024, as provided.

Implications: Proceed as planned

2. The Committee accepts alternative meeting dates for 2024.

Implications: Nil

Background

That the Committee adopt the proposed meeting dates for 2024, as follows:

- 5:30pm – Wednesday 28 February 2024 (past tense)
- 5:30pm – Wednesday 29 May 2024.
- 5:30pm – Wednesday 28 August 2024
- 5:30pm – Wednesday 27 November 2024

Community Engagement

The Committee will be consulted at the 27 November 2024 meeting to set dates for 2025.

RF24.8 Rural Fire Service - Future Works

HPERM Ref: D24/173076

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

Attachments: 1. Future Priorities & Works - Future RFS Stations and Works - May 2024
↓
2. FINAL - St Georges Basin - The Wool Road & Lane - Emergency Vehicles - Signage Plan - May 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 Priorities & Works.

There have been no amendments to the priority list since the last meeting.

Bushfire Local Economic Relief Fund (BLERF) grants were awarded for the construction of Lake Conjola RFS Brigade extensions and the Manyana RFS Brigade new station.

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 has been executed for the Lake Conjola RFS on 12 April 2024. A contract for the construction works was awarded on 13 May 2024.

The revised Deed of Variation is yet to be received for the Manyana RFS agreement.

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

St Georges Basin Traffic Signage

Recommendation to install “Simple Street Signs” and further investigate the electronic signs. Update to be provided direct to meeting.

- Option 1 – Simple street signs installation complete. Emergency Vehicle signs installed in April 2024. Refer to attachment 2.
- Option 2 – Quotation obtained from Intelligent Traffic Systems. System and hardware cost \$24,305 (excl. gst) plus installation costs. Unfunded.

St Georges Basin RFS Site

Matthew Reeves to meet with nominated St Georges Basin delegate (Group 3 officer) and representee from St Georges Basin.

- Matthew Reeves is to discuss future needs with the St Georges Basin RFS brigade.
- SES have engaged a Quantity Surveyor to provide a cost estimate on potential colocation of an SES station on the Wool Road site.

Dangerwood Bridge

Gary George will follow up with Trevor Dando for an update.

- Meeting conducted on 6 February, attended by Matthew Reeves, Carey McIntyre, Trevor Dando, and Gary George.
- Matter dealt with at the recent FAFT (Fire Access Fire Trails) meeting. Works & Services (TD) assuming responsibility for the asset. Currently no budget for repair works.

Lake Tabourie RFS Station Additions

Gary George to consult with Development Services about the commencement of works associated with the DA or extending the DA period.

- DA19/1869 was approved 7 February 2020, originally to lapse on 7 February 2025

- The development benefits from a 2-year extension provision in accordance with NSW Legislation Clause 4.53, which extends the period of consent from lapsing until 7 February 2027.
- Activities that substantiate commencement of works in an economical manner, that also comply with the required sequence will be identified. Such works may include S.68 activities that may not need to comply with issuance of a Construction Certificate, however, shall ensure that the consent will not lapse once commenced.
- Budget for commencement works is currently unfunded; however, Council and RFS will collaborate to identify required funding once the commencement activity is identified.

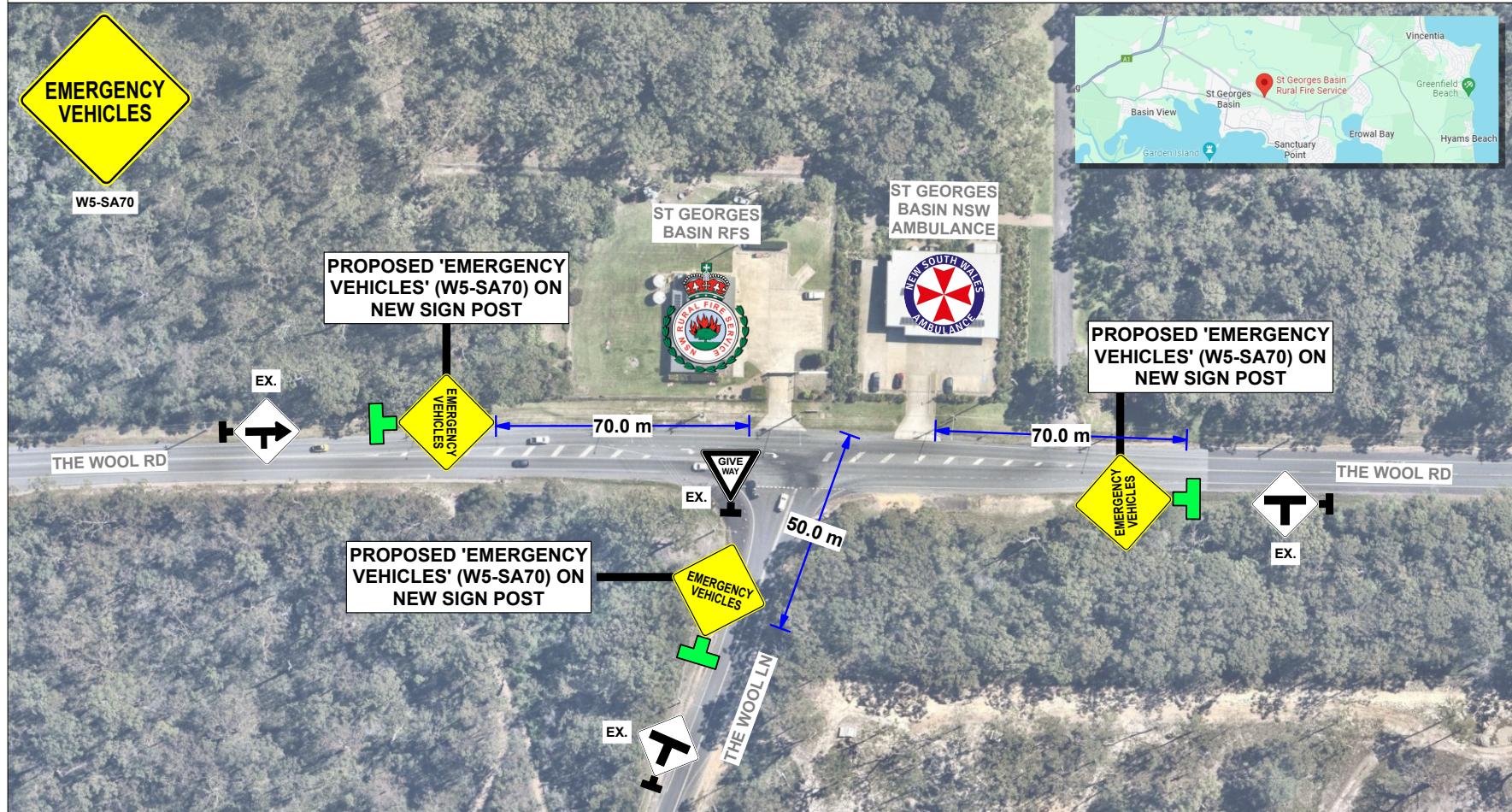
Unused Allocated Funds

Matthew Reeves requested planning advice regarding provision of a new shed for a new vessel at the Basin View RFS site.

- Council staff prepared a Review of Environment (REF) on behalf of the RFS for this project. Complete.

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	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								Political pressure being applied, may need to reshuffle priorities, scope to be defined
South Eastern	Shoalhaven	Shoalhaven	Wandandian	Brigade	New Build								Strategic station, will require a 4c station to cater for the needs, scope to be defined
South Eastern	Shoalhaven	Shoalhaven	Tomerong	Brigade	New Build								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								Scope to be defined
South Eastern	Shoalhaven	Shoalhaven	Tabourie	Brigade	Renovation								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 DA withdrawn on 28/11/2024
Totals									\$ -		\$ -		

All signage to be installed in accordance with AS1742.2



		Signage Plan Emergency Vehicles Installation		Legend		
				PROPOSED SIGN POST W5-SA70 EMERGENCY VEHICLES		
Date	12/04/24	Street	The Wool Road & Lane			
Scale	1:1000	Suburb	St Georges Basin			
Page	1 of 1	Drawn	<i>Attaguera</i>	Reviewed	N/A	