

## Rural Fire Service Strategic Planning Committee

**Meeting Date:** Wednesday, 26 February, 2025  
**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 - 27 November 2024 ..... 1
3. **Reports**
  - RF25.1 Rural Fire Service - Future Works ..... 4
4. **General Business**

**Membership**

Clr Selena Clancy – Chairperson  
Clr Natalee Johnston  
Clr Patricia White (Alternate)  
Chief Executive Officer or nominee (Carey McIntyre)  
RFS Executive: Matthew Reeves  
RFS Staff: Chris Palmer  
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, 27 November 2024

**Location:** TEAMS Meeting

**Time:** 6.19pm

The following members were present:

Mayor Patricia White

Cr Natalee Johnston – Chairperson

Cr Selena Clancy

SCC Buildings & Property Services Manager: Gary George

RFS Executive Officer: Matthew Reeves

RFS Staff Representative: Chris Palmer

RFS Staff Representative: Shane wicks

Deputy Group One (1) Representative: Steve Thompson

### Apologies / Leave of Absence

Mr James Ruprai – CEO Shoalhaven City Council

Mr Carey McIntyre - Director City Services

Cr Selena Clancy – Joined 5:46pm

Mr Glenn Meade – The Jervis Bay Territory Operations Representative

Jenny Lawther – Group Two (2) Representative

### Confirmation of the Minutes

**RESOLVED** (Matthew Reeves / Chris Palmer)

That the Minutes of the Rural Fire Service Strategic Planning Committee held on Wednesday 07 August 2024 be confirmed.

CARRIED

### Declaration of Interests

Nil

## RF24.17 General Business Actions - 7 August 2024

### Dangerboard Bridge Road

#### **ACTION: Cr Patricia White will speak with Carey McIntyre about progressing a Grand fund and Plan - Complete**

As an action from the last meeting – Former Cr now Mayor Patricia White indicated that she would speak with Carey McIntyre regarding obtaining a grant fund and plan for Dangerboard Bridge repairs.

RFS Executive Officer Mathew Reeves advised this meeting was conducted with Council, present were RFS Executive Officer, Mayor, Director City Services, Manager Technical Services and Captain of Kioloa RFS.

Post Currarong fires there has been ownership issues regarding the road. Due to damage, it is now unpassable, as this is a tactical fire trail, it was determined that Council would write to the minister to determine ownership of the road for ability to access grants for repair. RFS mitigation team has sought approval with no objections from Council and National Parks to commence trail works. At present RFS are conducting vegetation works on the trail.

Gary George commented the letter has been sent to the Minister, acknowledgement of receipt received to date, no further updates.

## REPORTS

### RF24.15 Proposed Meeting Dates for 2025

**HPERM Ref:  
D24/486596**

Refer to Attachment One for the report.

#### **RESOLVED** (By consent)

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

5:30pm – Wednesday 26 February 2025

5:30pm – Wednesday 28 May 2025 (to be convened if required)

5:30pm – Wednesday 27 August 2025

5:30pm – Wednesday 26 November 2025 (to be convened if required)

CARRIED

Action - Cortney Glanville to create meeting invite for 2025 meetings and distribute prior to Christmas closure for forward planning attendance.

### RF24.16 Rural Fire Service - Future Works

**HPERM Ref:  
D24/486569**

Refer to Attachment Two for the report.

Gary George provided context discussion for the new members of the committee advising the table attached to the report is the priority list of future works projects nominated by the RFS. Discussed attached table is missing some budget information as some of the projects have not yet been developed.

For further context Gary George explained that each project listed will require an amount of seed funding to progress, except for Lake Tabourie and Currarong stations. As projects are funded and progress further, risk and financial implications are managed in accordance with the project plan.

An update was provided from a question raised by Mayor White that the DA for Lake Tabourie was

set to expire 2025, Gary George advised the DA benefited from extension and is now set to expire 2027.

Cr Johnston raised a question to the order of the priority list, if this is in order of priorities or in no particular order. Matthew Reeves responded that when funding is available that the RFS will review this list to determine what is the most relevant and impactful project at that time. Gary George spoke to the list being Infrastructure only projects. Matthew Reeves confirmed giving information regarding smaller projects that the RFS have received bids for in previous years when funding became available.

Priorities as per **Attachment Two**, no further updates.

**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

### Basin View Shed Update

Matthew Reeves advised that the Basin View Shed update is almost at completion. A contract was approved by RFS 26 November for the ramp and drainage works with view of completion by Christmas.

Gary George commented once works are complete Council will send an Asset Office to survey site for addition as a new asset to the asset register.

### IEMC (Integrated Emergency Manager Centre) Training Centre Update

Matthew Reeves advised project is coming to the end of works with the new portable building installed. Building will consist of new kitchen, training space, lighting and pathway upgrades.

### Outstanding Defects

Gary George received photos of completed Huskisson RFS drainage works. Matthew Reeves voiced some concern around the rear drainage, RFS will remove sandbags and monitor site to determine the suitability of drainage works.

Action	Responsible Person
Create meeting invite for 2025 meetings and distribute prior to Christmas closure for forward planning attendance.	Cortney Glanville

There being no further business, the meeting concluded, the time being 6.40pm.

Clr Natalee Johnston  
CHAIRPERSON

## RF25.1 Rural Fire Service - Future Works

**HPERM Ref:** D25/70988

**Department:** Buildings & Property Services  
**Approver:** Carey McIntyre, Director - City Services

**Attachments:** 1. Attachment 1 - RFS Strategic Planning Committee - Future Priorities & Works - Future RFS Stations and Works - February 2025 [↓](#)

### Reason for Report

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.

### 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

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.

Conjola RFS Brigade station was completed as of January 2025, and the RFS have transitioned into the new building.

The revised Deed of Variation between NSW Government and Shoalhaven City Council has been executed for the Manyana RFS project on 13 June 2024. A contract was awarded for construction in November 2024, with works commencing December 2024.

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

### **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 Implications**

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

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, availability of site confirmed. RFS considering Type 5A (3 Bay standard) design.
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. DA expiry 2027.
South Eastern	Shoalhaven	Shoalhaven	Currarong	Brigade	Renovation								PTE required closer to construction DA withdrawn on 28/11/2024
Totals									\$ -		\$ -		