



Infrastructure Services Consultative Committee Minutes

Date of Meeting: **Friday 26 October 2018**

Time from/to: **0900 – 1630**

Chair: **Bruce McDonald AFSM – NSW RFS (EDIS)**

Deputy Chair: **Brian McDonough**

Attendees: **Pat Bradley – RFSA Steve Jones - RFSA**
Mark Ross – RFSA Troy Dowley – RFSA
Garry Barrett – RFSA Vikki Bingley – RFSA
Errol Hockley – RFSA Adrian Reynolds – RFSA

Invited Speakers: **Kelly Browne AFSM, Director ICT & CIO (DICT)**
Andrew Canderle, Manager Engineering Services (MES)
John Parnaby, Director Assets & Infrastructure (DA&I)
Angelo Baldo, Senior Project Officer Assets & Infrastructure (SPO)

Location: **NSW RFS HQ Level 2 Melaleuca Meeting Room**

Minutes: **Linden Dryburgh – NSW RFS (Executive Officer)**



Agenda

No.	Agenda Item	Responsible	Time
Coach transfer to Headquarters departs Mercure			0745
1.	Commissioners Address – Mountain Ash Briefing Room	NSW RFS	0900
<i>Infrastructure Services Consultative Committee convenes Melaleuca Meeting Room</i>			1000
2.	Welcome and Introduction	Chair	1000
3.	Acceptance of Apologies	Chair	1005
4.	Declaration of Conflict of Interest	Chair	1010
5.	Acceptance of Minutes of previous meeting	Chair	1015
6.	Matters arising from Minutes of previous meeting	Chair	1020
7.	Standing Agenda Items:		1100
	7a Current Appliance Build Update	Andrew Canderle	
	7b Engineering Services Update	Andrew Canderle	
	7c Assets & Infrastructure Update	John Parnaby	
Lunch – Mountain Ash Briefing Room			1200
<i>Infrastructure Services Consultative Committee convenes Melaleuca Meeting Room</i>			1300
8.	NSW RFS Update – ICT Update	Kelly Brown	1310
9.	NSW RFS Update – HQ Relocation	John Parnaby	1400
10.	NSW RFS Update – CCEP Upgrade & Radio Upgrade Program		1430
11.	General Business		1500
12.	Meeting Schedule for 2019 Friday 15 th March 2019 Friday 5 th July 2019 Friday 25 October 2019		
13.	Meeting closes		1630
Coach transfer departs Headquarters for Mercure Hotel			1645
	Dinner – Mercure Hotel 106 Hassall Street, Parramatta		1800 for 1830



Minutes

No.	Minute	Action
1.	Commissioner's Address	
2.	Welcome by the Chair to all	
3.	Acceptance of Apologies - Nil	
4.	Declaration of Conflict of Interest – Nil	
5.	Acceptance of minutes of last meeting	
6.	<p>Radios into Captain's vehicles and interoperability with eGRN network and radio upgrade program</p> <p>EDIS advised that the replacement numbers were based on what radios are registered on the existing GRN network. The rollout will not be complete until around 2021 however, if the radio was not registered it has not been counted nor funded.</p> <p>The eGRN network has been re-badged to the Public Safety Network (PSN), reflecting that all NSW emergency services will be operating off this network.</p> <p>The challenge is that the revised network operating with new terminals provides additional channel capacity as the channel spacing moves from 12.5 to 6.25 MHz. This additional space is where NSW RFS will be running packet data for the AVL Program. If an older comes onto the network, it will negatively impact the spacing, resulting in less channel capacity.</p>	
10.	<p>CCEP update, AVL & Radio Terminal Replacement Program</p> <p>EDIS provided the upgrade to the program:</p> <ul style="list-style-type: none">• North West area upgrade• Region North upgrade and timetable• Great Metropolitan Area upgrade and timetable <p>Have upgraded radio terminals into 670 appliances and vehicles in North West, Central Coast and Lake George Areas.</p> <p>Radio replacement upgrade program is moving along. Have appointed a project manager with administration support.</p> <p>Automatic Vehicle Location (AVL) will be a feature that will be progressively enabled in the radio terminal replacement program and operate over the GRN network.</p>	
7a.	<p>Current Appliance Build Program</p> <p>Will update in March 2019 meeting.</p>	
7b.	<p>Engineering Services Update (MES)</p> <ul style="list-style-type: none">• NSW RFS has recently completed a full re-tender for the appliance build program. This tender encompasses every fire appliance from the smallest to the largest. Six contractors have been engaged statewide. NSW RFS is currently working with new contractors and their Initial Production Vehicles.	



No.	Minute	Action
	<ul style="list-style-type: none"> Working on the next edition of the PPC & PPE contract, working with contractors and end users to understand and evaluate. Looking at removing out respiratory protection as a separate contract. Question about how brigades having a system that is not BA to be able to undertake the initial inspection. Currently understanding the process and our various working conditions to have appropriate respiratory protection. Reviewing equipment and small plant as to what is on contract or catalogue. Will be reviewing to upgrade the Equipment Maintenance SS 5.3.1 to be more focused on equipment management for the whole of life of a piece of equipment. Second hand appliance program is a little bit behind in its program Currently working with various providers to support in the repair of equipment and pump sets. Discussed the update to the engines in Cat 1s. 67 new Isuzu will traverse the engine upgrade program. Two replacement Cat 1s have been constructed and will replace the Brigade's vehicle for the up to 4 weeks it takes to deliver. Managers have been advised of the program that may affect some of their appliances. Discussed installing driving lights on all appliances/vehicles. Advised that lighting kits are on the NSW RFS SAP catalogue for most appliances and vehicles. Districts and Brigades are required to undertake the requirements of SS 5.1.4 so that the central record is maintained. Discussed ensuring that items are restrained according to the RMS load restraining guidelines. Members should be aware that the NSW RFS is the largest operator of heavy vehicles in NSW. No exemptions exist from legislation. For information, see the attach guideline to the minutes of the NHVR Heavy Vehicle loading requirements. Documents can be downloaded from www.ntc.gov.au for heavy loads and light vehicles. Prototype Group Vehicle – nearly completed and just reviewing the lighting configuration. As with all prototypes, this is expected to spend 12 months in circulation to validate and confirm the user requirements before entering production. 	
7c.	<p>Assets & Infrastructure Update</p> <p>Update by DA&I:</p> <ul style="list-style-type: none"> New Manager Simon Statton for Manager, Fixed Assets & Infrastructure Discussed the proposed construction program of a three year model – land, design and construct. PFAS – currently reviewing identified sites with the EPA and whether they require further investigations or can be recorded as no further action required. John provided some background on some sites that the NSW RFS is currently undertaking additional works. 	



No.	Minute	Action
	<p>Construction Program Update by SPO:</p> <ul style="list-style-type: none"> Centrally managed construction projects – Angelo provided update for 14 centrally managed or assisted projects. Building two RAFT Centres – Armidale and Lithgow; Fire Control Centre & Facilities at Deniliquin, Mudgee and Harden; sub-FCC at Moree Shire Depot; nominated Central Coast Projects, and Bathurst / OMS storage facility. Question on kitchens at a Brigade Stations – the kitchen is generally a district layout. 	
8.	<p>ICT Update</p> <p>Key projects with ICT are:</p> <p>AVL Project – installed into three districts with test data now being analyzed. Also working with TELCO and SES. Following the T Cards with the colours for appliances on the system so that they can be identified. Progressing well. Now have ACT Fire Services existing AVL data layer the test COP. Also currently working with F&R NSW and SES to have visibility of their data. Questioned about having the member qualifications visible – this is not part of the current AVL program.</p> <p>Availability App – have gone to market with an EOI seeking vendors who are prepared to work with the NSW RFS on a whole of agency solution and are currently working through the responses. Evaluating in conjunction with SES to develop a short list of systems/vendors.</p> <p>ICON – enhancements and bug fixes continue to occur.</p> <p>Collector – reviewing gaps and issues to be resolved. Discussed the implementation, usability and concerns of end user input.</p> <p>Fires Near Me – release out in December with added functionality of search, push notifications. The release for watch zones will be released in around March/April 2019.</p> <p>Member Website – upgrading onto one platform for both internal Intranet and MyRFS. Currently working on tendering phases for vendor engagement.</p>	
9.	<p>HQ Relocation</p> <p>Provided at Commissioner's Briefing.</p>	
11.	<p>General Business</p>	
11.1	<p>Valuated Inventory</p> <p>NSW RFS treating inventory and put into a store with a dollar value attributed to it. Once it is allocated, it is then treated as being expensed. This has been implemented as part of the ICAC review. Discussed some of the old and current practices used by Districts in managing inventory.</p>	



No.	Minute	Action
	Looking to introduce a minimum and maximum stock levels which will drive procurement practices.	
11.2	Statistics on Faults – Andrew provided an update to this in that the Fleet Analyst is working on the system to improve data to be able to analyse. Currently working with Districts on this process. Also reviewing EAM as to the usage and cleansing of records. It will take some time to cleanse the data to then have meaningful data.	
11.3	Aging of the appliances – bell curve – EDIS advised that the priority work has been working with regions to get their replacement programs developed for 18/19 FY. At this stage, NSW RFS has advised the regions of their draft replacement programs to targeting the oldest vehicles. Regions will now understand what that means to their programs and have until December 2018 to provide feedback. Provide update to the next meeting.	Next meeting
11.4	AFAC Conference – Perth – Deputy Chair Brian advised that it was probably one of the better conferences he had been to. Timetabling might have been an issue with getting to and from the rooms.	
11.5	Toilets for Brigade Stations – EDIS provided an update to the program being implemented to provide toilets to those Brigade Stations who do not have facilities. Have approximately 70 programs of works to be undertaken over the 18/19 FY. Currently finalising delivery of approximately 15 units from the 17/18 FY program.	
11.6	Internet Access for Brigades – discussed that brigades are able to access the Telstra Government Rates but it is a District matter.	
11.7	State Environment Planning Policies SEPP – working to have exempt development for hard stands, drying poles and toilets. Working to have compliant development for station additions.	
11.10	24 hour supply of food on appliances – Deputy Chair raised about the procedure to have welfare on a tanker. EDFIS suggested that the way forward is to develop a business paper outlining their concerns. Deputy Chair will facilitate through the RFSA process. Subsequent to the meeting and as an FYI, the items on SAP are: Single Shift Snack & Meal Pack SAP No: 507335 Included: Meal Satchel, heater, Tissues x 2, Hand Wipe Sachets x 2, Spoons x 2, Plastic Bag, Cream Crackers, Cereal Bar x 2, Wholegrain Cereal Bar with Fruit and Chia Fruit Bars x 2; Steak Bar- Peppered, Jam Sandwich Biscuits, Yeast Extract, Candy Chocolates, Mini Mentos x 4, Peaches in Juice, Kopiko Candy x 2, Formulated Rehydration Drink satchel Work with your District as to the procurement process.	
11.11	Cat 7 and mid mount pumps – discussed the improvements into the pumps and mid mounting the pumps. Mid mounted pumps will commence for the vehicles in the 18/19 FY production program.	



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12.	Meeting Schedule for 2019: Friday 15 th March 2019 Friday 5 th July 2019 Friday 25 October 2019	
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RFSA



The following is a summary of the tasks determined during the meeting:

Task Ref.	Subject	Task Description	Owner	Due Date
11.3	Aging of the appliances – bell curve	Provide update to the next meeting.	Andrew Canderle	March 2019



RFSA



October 2018

Heavy vehicle loading requirements

Compliance and Enforcement bulletin 9

The National Heavy Vehicle Regulator (NHVR) seeks to:

- ensure public safety
- manage the impact of heavy vehicles on the environment, road infrastructure and public amenity
- encourage innovation, productivity and safety.

To assist in achieving the above goals, this bulletin provides practical advice to help heavy vehicle drivers, operators and other parties comply with the heavy vehicle loading requirements of the Heavy Vehicle National Law (HVNL).

Under the HVNL, it is an offence to drive a heavy vehicle on a road when the vehicle or its load does not comply with the loading requirements applying to that vehicle. If your vehicle's load is unsafe because it's poorly placed or inadequately restrained, you're not only putting your own safety at risk but also that of other road users, the general public and the environment.

What are loading requirements?

Under the HVNL, a load on a heavy vehicle must:

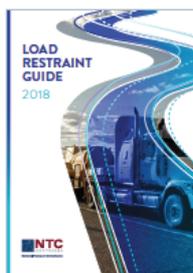
- not be placed in a way that makes the vehicle unstable or unsafe
- be secured so it's unlikely to fall or be dislodged from the vehicle
- be restrained:
 - using an appropriate method of restraint
 - in a way that meets the loading performance standards contained in the Heavy Vehicle (Mass, Dimension and Loading) National Regulation (Regulation).

The Load Restraint Guide

The *Load Restraint Guide* provides drivers, owners, operators, freight consigners, vehicle manufacturers, equipment manufacturers and suppliers with the basic safety principles that should be followed when designing a load restraint system to ensure the safe and efficient transportation of loads.

The *Load Restraint Guide*:

- provides guidelines based on engineering principles on how to design a load restraint system that will comply with the loading performance standards



- is available from the National Transport Commission (NTC) www.ntc.gov.au

Why are loading requirements important?

Poorly loaded or inadequately restrained loads may cause injuries and fatalities when:

- heavy objects fall from vehicles onto other vehicles or pedestrians
- drivers swerve to avoid falling or fallen items from vehicles
- spillage on roads from vehicles causes other vehicles to skid and lose control
- unrestrained loads crash into vehicle cabins during emergency braking
- vehicles overturn when loads shift during cornering.

How to load safely

To load a vehicle safely the responsible person(s) should:

- choose a suitable vehicle for your load type and size
- position the load correctly on the vehicle to maintain adequate stability, steering and braking
- use a suitable load restraint system with equipment of adequate strength and in serviceable condition.

Assessing loading requirements

The following questions should be asked when assessing whether a heavy vehicle loading and load restraint system meets the HVNL loading requirements:

- Does the load positioning make the vehicle unsafe or unstable?



RFSA

Heavy vehicle loading requirements



- Has the load been restrained so it's unlikely to fall or be dislodged from the vehicle?
- Has an appropriate method been used to restrain the load?
- Does the load restraint system meet the loading performance standards contained in the Regulation?

Seeking load restraint advice

If you're not sure whether you're loading a heavy vehicle correctly, you should seek professional advice from a qualified person with appropriate skills and experience, such as an individual:

- who has been awarded Chartered status by Engineers Australia or
- who is registered as a professional engineer by the Association of Professional Engineers Australia.

They will assist you to develop a load restraint system that complies with the HVNL loading requirements and should provide you with a report on the certification of your load restraint system.

Driver responsibilities

Before starting and throughout a journey, drivers should ensure that they:

- do not drive on a road when the heavy vehicle or its load does not comply with the loading requirements for that vehicle
- carry out periodic checks to ensure the load hasn't shifted and is still secure.

Operator responsibilities

Operators should ensure that:

- an appropriate vehicle is used to transport the load and the load is positioned on the vehicle in a way to maintain stability
- they do not permit a vehicle to be driven on a road if it or its load does not comply with the loading requirements for that vehicle
- any load restraint system used meets the performance standards contained in the Regulation
- load restraint equipment used to restrain any load is appropriate, fit for purpose and in good condition.

For more information

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