



National Rural Fire Authority

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26 June 2009

NATIONAL RURAL FIRE AUTHORITY CIRCULAR 2009/06

Consultation Process for NRFA Minimum Standards:

- **Assessing Fire Hazards**
- **Achieving Timely Responses to Fires**

Purpose

The purpose of this circular is to release the draft NRFA Minimum Standards for Assessing Fire Hazards and Achieving Timely Responses to Fires for stakeholder review and feedback.

Background

The Fire Service Act (1975) requires that the NRFA set, in consultation with Fire Authorities, minimum standards for Fire Authorities in relation to assessing fire hazards (part 14(2)(k)(iv)). and achieving timely responses to fires (part 14(2)(k)(ii)).

The National Rural Fire Advisory Committee was consulted at the 15 June 2009 meeting in Nelson, and has indicated its support for the draft Standards in principle.

The draft Standards were also presented to the Regional Rural Fire Committee Chairpersons Conference (16-17 June 2009) in Nelson and initial feedback from a workshop session was gathered from conference attendees.

Consultation Process

The NRFA has now prepared a consultation paper for wider stakeholder review and feedback.

Submissions of feedback should be made using the feedback form template provided (below).

Submissions can be emailed to the [National Rural Fire Officer](#), or posted to the National Rural Fire Authority at PO Box 2133, Wellington by Friday 21st August 2009.

Timelines

The table below describes the key activities and milestones in the consultation process and indicative timing:

Activity/milestone	Timing
Draft Standards issued for consultation (consultation period open for eight weeks)	Friday 26 June 2009
Consultation feedback due	Friday 21 August 2009
Consultation feedback incorporated, Standards undergo final peer review	September 2009
Final Standards published	Friday 2 October 2009
NRFA Standards audits for these Standards begin	October 2010

Regards



Murray Dudfield
National Rural Fire Officer

Feedback Form Template

You feedback should include the following information:

1. RFA or stakeholder group name
2. Name of contact person for the submission
3. Contact details for the contact person (email, phone)
4. Description of feedback - feedback may include:
 - a. Issues
 - b. Suggestions for changes
 - c. Identification of parts that require clarification.