

Consultation Paper

for

Draft Minimum NRFA Standards

Version 0.2 Draft
June 2009

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1. Introduction

The purpose of this document is to provide stakeholders with an overview of two proposed Minimum NRFA Standards:

- Assessing Fire Hazards Standards; and,
- Achieving Timely Responses to Fires Standard.

The document provides an overview of how the Standards align with existing processes, and a high level description of the key elements of the Standards.

2. Overview

The Minimum NRFA Standards for Assessing Fire Hazards and Achieving Timely Responses to Fires will affect how Rural Fire Authorities (RFA's) assess and manage wildfire risk, primarily in terms of how hazards and mitigation actions are defined and documented.

The diagram below shows which parts of the RFA Fire Plan the Standards will affect.

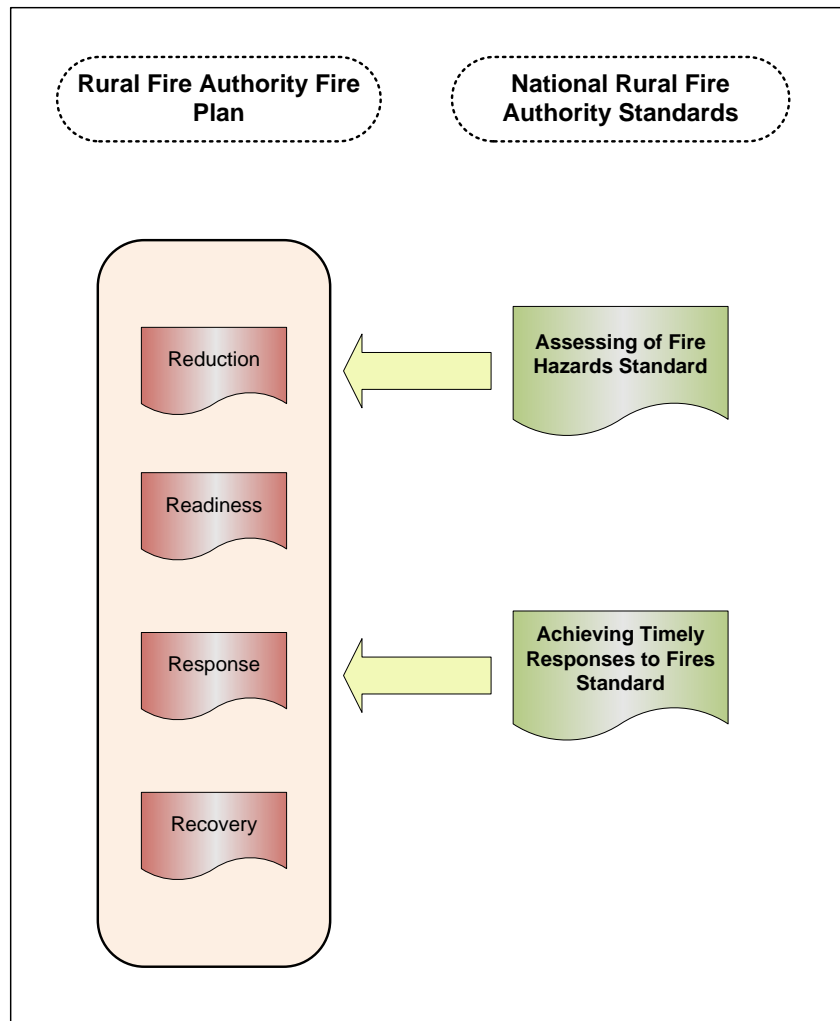


Diagram 1: Fire plans and Standards

3. Assessing Fire Hazards Standard

3.1 Purpose and Scope

The Assessing Fire Hazards Standard specifies the minimum requirements for wildfire risk assessment.

The purpose of the Assessing Fire Hazards Standard is to ensure that:

1. The level of wildfire risk is understood; and,
2. Risk mitigation strategies are developed and action is undertaken.

3.2 Key Requirements

For the purpose of this Standard the definition of hazard is:

"The combination of ignition potential, potential fire behaviour and values threatened by wildfire in a defined area, represented according to five nationally-agreed categories".

The key requirements of the Standard are:

No.	Requirement
1	A wildfire risk assessment utilising: <ol style="list-style-type: none"> a) an NRFA-recommended Wildfire Threat Analysis method; b) the AS/NZS 4360:2004 Risk Management Standard; and, c) the HB436:2004 Risk Management Guidelines.
2	A 1:50,000 Topo50 map of the RFA area (or another map with a marked scale and prepared in accordance with geo-spatial standards), with hazard zones marked.
3	Hazard zones described in the Fire Plan.
4	Mitigation of the hazard(s) defined in the Fire Plan.

3.3 Compliance

Compliance with this Standard will be achieved when:

No.	Condition
1	A wildfire risk assessment has been completed.
2	A spatial description (i.e. map) of the fire hazard(s) in the RFA area, ranked into four categories - Minimal Intervention, Mitigation Monitoring, Emergency Plans, and Proactive Intervention (refer to Appendix 1 - Wildfire Risk Categories) - has been created. The zones created by those categories are defined in the RFA's Fire Plan.
3	The greatest contributor (e.g. fuel type, risk points or values to be protected) to the level of hazard(s) in the three highest categories is described, and specific plans for mitigating the hazard(s) are included in the Fire Plan.
4	The register of commercial buildings in the RFA area is completed and mapped.

3.4 Implications

3.4.1 NRFA-recommended Wildfire Threat Analysis method

RFA's must use a NRFA-recommended Wildfire Threat Analysis method. The NRFA-recommended Wildfire Threat Analysis methods are:

1. The Wildfire Threat Analysis Manual System (also known as the Durland approach).
2. The NRFA's GIS-based WTA model and process.

3.4.2 GIS-based WTA model

To be effective, the GIS-based WTA model requires the input of data from the RFA to create a risk layer (i.e. of fire ignition potential), and a values layer (i.e. values threatened by wildfire). Some of this data is already available at a regional level.

The NRFA intends to enhance the current GIS-based WTA model and process during 2010.

3.5 Proposed Timelines for Compliance

The proposed timelines for compliance with this Standard are:

Date	Condition
October 2010	<ul style="list-style-type: none"> • Wildfire risk assessment completed • Building register completed • Maps created • Fire Plan updated (or scheduled to be updated as per the frequency specified in the Forest and Rural Fires Regulations 2005, section 40)
October 2010	<ul style="list-style-type: none"> • NRFA Standards audits for this Standard begin

4. Achieving Timely Responses to Fires Standard

4.1 Purpose and Scope

The Achieving Timely Responses to Fires Standard specifies the minimum requirements for response planning and the documentation and reporting of incidents to the NRFA.

The purpose of the Achieving Timely Responses to Fires Standard is to ensure that:

- a) The 'means' to respond appropriately to a range of different fire environments (i.e. from small fires posing minimum risk, to larger fires involving multiple RFA's) is provided for.

4.2 Key Requirements

The key requirements of the Standard are:

No.	Requirement
1	Documentation and implementation of response plan actions in the Fire Plan.
2	Receipt and acknowledgement of fire calls as per the New Zealand Fire Service communications Centre Statement of Service Performance Service Level Agreement.
3	Classification of fire incidents according to the level of severity (refer to Appendix 2 - Fire Incident Levels).
4	For all fire incidents that extend beyond two (2) hours of active fire suppression activities, the use of either: <ol style="list-style-type: none"> a) The NRFA CIMS Incident Management Organiser (RF200); or, b) Other NRFA-approved form(s).
5	Reporting of all fire incidents to the NRFA within specified timelines (refer to Appendix 3 - Incident Reporting Requirements).

4.3 Compliance

Compliance with this Standard will be achieved when:

No.	Condition
1	The response systems and capability requirements to respond to fire incidents are described in the Fire Plan and implemented at fire incidents.
2	The process for receipt of fire calls meets the New Zealand Fire Service communications Centre Statement of Service Performance Service Level Agreement.
3	The documentation of incidents includes the correct classification of the incident, and uses the appropriate form(s).
4	The reporting of fire incidents is achieved within the specified timeframes.

4.4 Implications

4.4.1 Relationship to Assessing Fire Hazards Standard

RFA's should work to satisfy the requirements of the Assessing Fire Hazards Standard first, as the wildfire risk assessment is required to inform the RFA's response planning.

4.5 Proposed Timelines for Compliance

The proposed timelines for compliance with this Standard are:

Date	Condition
From October 2009	<ul style="list-style-type: none">• Reporting of incidents
October 2010	<ul style="list-style-type: none">• Receipt of fire calls meet SLA• Incidents documented in appropriate forms• Fire Plan updated (or scheduled to be updated as per the frequency specified in the Forest and Rural Fires Regulations 2005, section 40)
October 2010	<ul style="list-style-type: none">• NRFA Standards audits for this Standard begin

Appendix 1 - Wildfire Risk Categories

The table below lists and defines the wildfire risk categories.

Name	Description
Minimal intervention	<ul style="list-style-type: none"> • Risk has low probability and low consequence • No action required
Mitigation monitoring	<ul style="list-style-type: none"> • Risk has high probability and low consequence • Monitor the situation
Emergency plans	<ul style="list-style-type: none"> • Risk has low probability and high consequence • Develop response and recovery plans
Proactive intervention	<ul style="list-style-type: none"> • Risk has high probability and high consequence • The three E's - Education, Engineering and Enforcement

Appendix 2 - Fire Incident Levels

The table below lists and defines the fire incident levels.

Level	Condition
1	<ul style="list-style-type: none"> • Small to medium fire that can be contained by initial attack resources • Able to be controlled in under 12 hours
2	<ul style="list-style-type: none"> • Medium to large fire that may require extended attack and may involve multiple agencies • Able to be controlled between 12-24 hours • High values at risk (i.e. environmental, cultural and heritage significance)
3	<ul style="list-style-type: none"> • Large and complex fires that may require a National Incident Management team supported by local resources • May take several days to control and suppress • Significant values are at risk (i.e. environmental, cultural and heritage significance) • Likely to occur at periods of Very High or Extreme fire weather conditions with the potential for extreme fire behaviour

Appendix 3 - Incident Reporting Requirements

The table below lists and defines the fire incident reporting requirements.

Incident type	Report type	Notified to the NRFA...
Fire not contained within one (1) hour of active fire suppression duration	Verbal	<ul style="list-style-type: none"> Notification mechanism to be determined Within two (2) hours of start of incident
Fire not contained within twelve (12) hours	NRFA Fire Situation Report 201 and NRFA Incident Status Summary 224	<ul style="list-style-type: none"> Via email or fax Twelve (12) hourly from commencement of fire suppression activities
>1.0 hectare all vegetation fire	Report template to be developed	<ul style="list-style-type: none"> Via email or fax Within twenty four (24) hours of start of incident

Appendix 4 - Document Control

The table below lists the version history of this document.

Version	Date	Author	Reviewed by	Notes
0.1	June 2009	Rob Goldring, Geoff Cameron		Initial draft
0.2	June 2009	Rob Goldring, Geoff Cameron	Murray Dudfield	Draft continued, issued for consultation
1.0 Final				

Appendix 5 - Associated Documents

The table below lists documents related to this document.

Document name	Ref.	Description	Author	Version, date
AS/NZS 4360:2004 Risk Management Standard	AS/NZS 4360:2004	Australia and New Zealand Standard	Standards AS/NZ	2004
HB 436:2004 Risk Management Guidelines	HB 436:2004	Companion to AS/NZS 4360:2004	Standards AS/NZ	2004
Wildfire Threat Analysis Manual System	-	Manual process for WTA	NZ WTA Consultative Working Group	2002
WTA Workbook	-	GIS-based process for WTA	NZFS Working Group	V2, 2006
Forest and Rural Fires Regulations 2005	-	New Zealand Legislation	NZ Government	2005
New Zealand Fire Service Communications Centre's Statement of Service Performance SLA	-	Call centre Service Level Agreement	Comcen, NRFA	V1.3
NRFA CIMS Incident Management Organiser	RF200	Form	NRFA	V2008/1
NRFA Fire Situation Report	RF201	Form	NRFA	2006
NRFA Incident Status Summary	RF224	Form	NRFA	2006