



National Rural Fire Authority Standard - Assessing Fire Hazards

Version 1.1 Final
1 July 2010

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1 Introduction

1.1 Purpose of this Document

The purpose of this document is to define the National Rural Fire Authority (NRFA) Minimum Standard for **Assessing Fire Hazards (the Standard)**.

The document provides an overview of how the Standard aligns with existing processes, and a description of the key requirements of the Standard and the Standard audit requirements.

1.2 Overview

The NRFA Standard for Assessing Fire Hazards affects how rural Fire Authorities assess and manage Wildfire Threat, primarily in terms of how hazards and mitigation actions are defined and documented.

The diagram below shows the relationship between the Standard and the Fire Authority Fire Plan.

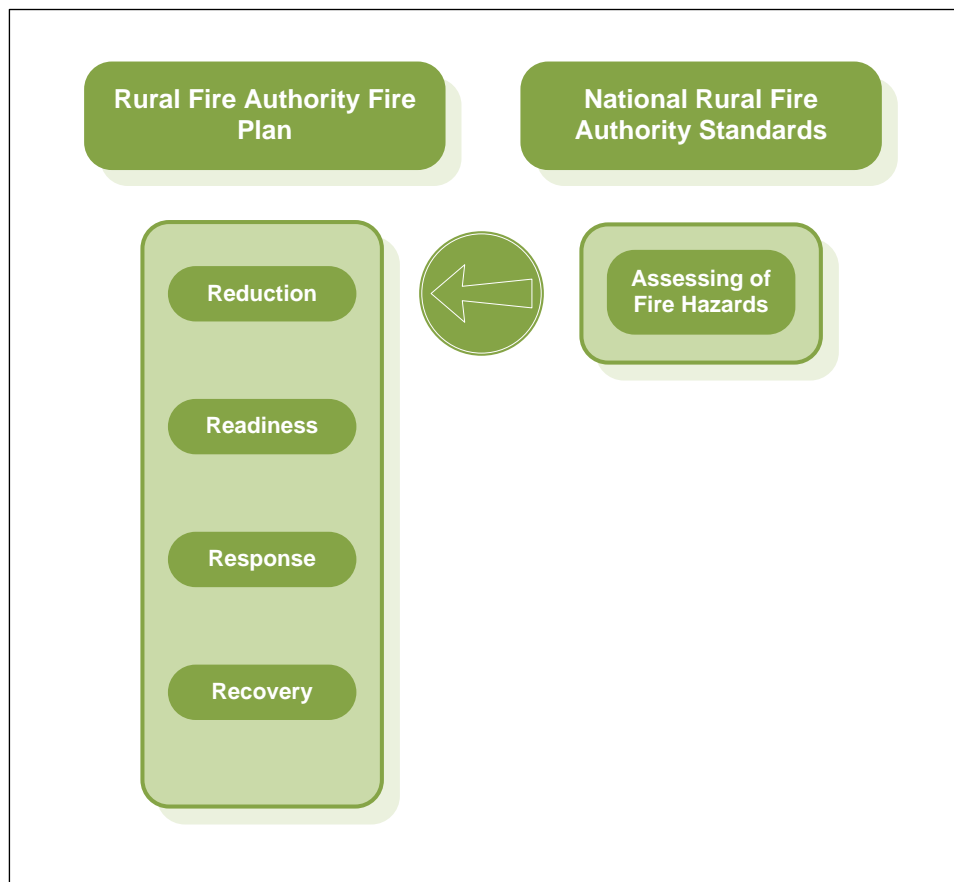


Diagram 1: relationship between the Standard and the Fire Plan

1.3 Key Definitions

The table below lists and defines key terms relevant to this Standard.

Term	Definition
Fire Hazard	<p>The definition of Fire Hazard within this Standard is consistent with its application within the Forest and Rural Fires Act 1977, the Fire Service Act 1975, the Forest and Rural Fires Regulations 2005 and the Building Act 2004, as follows:</p> <p><i>fire hazard</i> means the danger of potential harm and degree of exposure arising from -</p> <ul style="list-style-type: none"> (a) the start and spread of fire; and (b) the smoke and gases that are generated by the start and spread of fire
Tactical Plan	<p>A working document produced through the risk assessment process. Contains a list of tangible deliverables, resources required, a budget and a logical framework to manage the risks</p>

1.4 Important Dates

The table below lists important dates relating to this Standard.

Condition	Date
Effective date of this Standard	1 July 2010
Fire Authorities should aim to achieve compliance with the Requirements of the Standard by	July 2013

2 Standard

2.1 How to Interpret the Standard

The Standard is described in three parts:

1. Purpose and scope - explains the purpose and high level objectives of the Standard.
2. Key requirements - explains the key actions or deliverables that Fire Authorities must undertake or produce.
3. Compliance - explains the outputs or results that the NRFA will check for during Standards Audits of Fire Authorities.

2.2 Purpose and Scope

The Standard specifies the minimum requirements for the assessment of Fire Hazard.

The purpose of the Standard is to ensure that:

- a) The level of 'Wildfire Threat', being the equivalent term for Fire Hazard, is consistently assessed and understood.
- b) Risk management strategies are identified using AS/NZS/ISO 31000; and appropriate risk treatment actions are undertaken.
- c) A building register for all commercial, industrial and high risk residential and public structures within the jurisdiction of the Fire Authority is maintained.

2.3 Key Requirements

The key requirements of the Standard are:

No.	Requirement
1	A Wildfire Threat assessment (using the NRFA Wildfire Threat Analysis method ¹) of the lands within the Fire Authority's area.
2	A map of the Fire Authority's area with a marked scale showing the areas associated with each Wildfire Threat Category.
3	For areas scoring a Wildfire Threat score of 601 or greater, a risk assessment following the AS/NZS/ISO 31000 standard, and showing how the risk in those areas has been identified, analysed, evaluated and treated, documented in a Tactical Plan.
4	Risk treatment policies and procedures for mitigating the Wildfire Threat are described in the Fire Authority's Fire Plan.
5	A register of commercial, industrial and high risk residential buildings and public structures within the area has been established in association with the New Zealand Fire Service and is regularly maintained. (Refer to Appendix 1 for building register details.)

¹ National Rural Fire Authority WTA Workbook, 2006.

2.4 Compliance

Compliance with this Standard will be achieved when:

No.	Condition
1	A Wildfire Threat assessment and map has been completed and approved by the Fire Authority.
2	A Tactical Plan showing how the risks have been identified, analysed, evaluated and treated has been completed and approved by the Fire Authority.
3	Risk treatment policies and procedures for mitigating the Wildfire Threat have been described in the Fire Authority's Fire Plan.
4	The building register is up to date and is made available to New Zealand Fire Service on an annual basis.

Appendix 1 - Building Register

For Commercial, Industrial and at high risk residential and public structures located within the District.

1. Requirements for Register

- 1.1 This register will identify all commercial, industrial and high risk residential and public structures within the District that fall within one or more of the following risk categories:
 - 1.1.1 Places of assembly for more than 100 people.
 - 1.1.2 Places of employment for more than 10 persons.
 - 1.1.3 Accommodation for more than 5 paying guests or tenants (other than in a household unit).
 - 1.1.4 Commercial or industrial buildings used for manufacturing or storage or processing including any facility containing hazardous or flammable substances held for any purpose.
 - 1.1.5 High life risk buildings - special occupancies providing care for the very young, very old or the disabled but not including household units.

2. Information required in regard to each structure

- 2.1 The register will include the following information in regard to each of the structures recorded in the register:
 - 2.1.1 Address.
 - 2.1.2 Brief description of structure.
 - 2.1.3 Whether the building has a risk and tactical action plan.

3. First Building Register

- 3.1 The table below provides a template for the building register.

Address of structure	Description	Risk and tactical action plan
		[Yes/No]

Appendix 2 - 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
0.3	September 2009	Rob Goldring, Geoff Cameron	Murray Dudfield	Draft continued, consultation feedback incorporated
0.4	October 2009	Rob Goldring, Geoff Cameron		Draft continued, consultation feedback incorporated
1.0 Final	March	NRFA		Final
1.1 Final	1 July 2010	NRFA		Effective date amended, standard issued

Appendix 3 - Associated Documents

The table below lists documents related to this document.

Document name	Ref.	Description	Author	Version, date
AS/NZS ISO 31000:2009 Risk Management: Principles and guidelines	AS/NZS ISO 31000:2009	Australia and New Zealand Standard	Standards AS/NZ	2009
WTA Workbook	-	GIS-based process for WTA	NZFS Working Group	V2, 2006