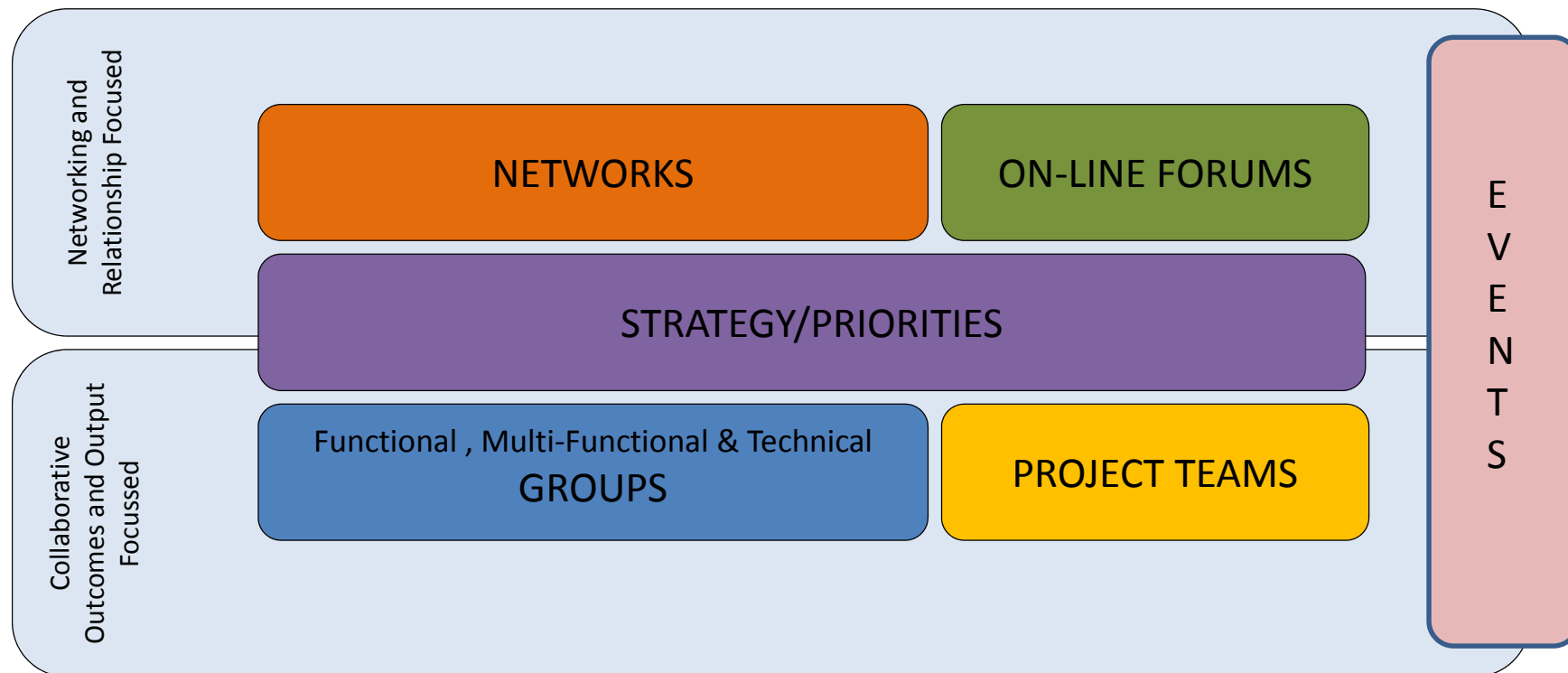


AFAC Collaboration and Networking Model:



Features of the AFAC Collaboration and Networking Model:

- Provides clear linkages between Council, the Board and the activities of the Groups and Networks
- Provides different mechanisms for operating depending on subject matter and needs of the particular groups
- Provides for accountability through more rigorous reporting and the measurement of performance targets (where possible)
- Provides for greater flexibility of structures within which collaboration and networking can occur
- Focuses on work outputs but continues to facilitate sharing and relationship building
- Allows for achievement of Council priorities as well as practitioner driven needs
- Provides clarity of expectations for participants, agencies and secretariat

STRATEGY

PURPOSE	Expected Value and indicative outputs	BUSINESS RULES
<p><i>To scope and provide an annual review of the industry environment and identification of trends and emerging issues in of fire and emergency management. The people engaged in this work will form the role of 'thought leaders' for AFAC</i></p>	<p>This work will be used to advise the Board and Council on:</p> <ul style="list-style-type: none"> • AFAC strategic priorities and work direction and priorities • Key areas relating to the Influence and advisory function <p>It will be a major input to the April Council meeting</p> <p>Council ratified priorities will be actioned through the AFAC office and Group area of the Collaboration and Network Model</p>	<ul style="list-style-type: none"> • This process will be lead by the AFAC Board • Group members, Network members, staff and other invited AFAC agency people will be invited to work with the Board at an annual event • Will not be open to affiliates but the Board may invite guest speakers or contributors for external input • All Group and Network members will be invited to identify matters for consideration leading up to the event

GROUPS

(Including Functional Groups, Multifunctional Groups and Technical)

PURPOSE	EXPECTED VALUE AND OUTPUTS	BUSINESS RULES
<p><i>The Groups comprise senior subject matter experts who come together to collaborate on solving common problems, learn from each other and advance the industry knowledge in a particular area.</i></p> <p><i>Technical Groups are formed to deal with more specific subject matter and may be suitable for matters that are relevant to a section of the membership e.g. HAZMAT.</i></p>	<ul style="list-style-type: none"> • Well researched and analysed positions/guidelines/approaches to matters of identified importance • Finding solutions to emerging issues and advising the Board and Council on these matters • Technical expertise into AFAC submissions • The provision of support and assistance to fellow member agencies • Shaping as well as solving problems • A strong professional development opportunity at the national level for participants 	<ul style="list-style-type: none"> • Groups may be single function (e.g. Community Safety), multi function (e.g. AIIMS) or Technical (e.g. Built Environment) • Groups may form ongoing technical groups and limited life projects (with appropriate authorisation) • Groups may have Networks reporting to them • Groups are open to all AFAC Emergency Service members and exclude affiliate members except by special arrangement • All nominations for membership must be endorsed by the home agency • Are ongoing and will normally meet twice per year • The Chair may be elected from the Group and / or be a member of Council with a particular interest or expertise in the subject matter • Must have endorsed Terms of Reference • Must have a work plan which includes specific deliverables within predetermined timeframes • Work plan will be in line with strategic plan and will reflect a mix of Council priorities and member identified priorities • Will be ongoing but reviewed biennially for appropriateness in the 'Group' category • Must report outputs in accordance with agreed schedule • Must consult cross functionally • All members' participation will be recorded for home agency information • Establishment of new Groups must be approved by the Board

NETWORKS

PURPOSE	EXPECTED VALUE AND OUTPUTS	BUSINESS RULES
<p><i>The primary focus of the Networks is continuously sharing information, ideas and experience across agency boundaries to increase collective industry knowledge and strength.</i></p> <p><i>Networks will often be working on 'high uncertainty' problems and shaping rather than solving problems</i></p>	<ul style="list-style-type: none"> • Effective relationships are in place across AFAC membership • Networks can be called upon to identify and support delivery of strategic objective and priorities • Outputs are primarily strategic 	<ul style="list-style-type: none"> • Comprised of senior managers in their field and/or technical experts • May be single or cross functional networks • Would meet no more than once per year – some may meet every second year for a larger event • Where appropriate networks will not meet face to face at all but use technology to facilitate information sharing and networking • A Network may have a Technical Group reporting to it • A Network may establish a project team to complete a specific piece of work • Networks are normally a long term investment and are ongoing however short term networks will be considered. • Networks will provide an annual statement to Council or the Group they report to • Expected to be more self managing than Groups but will be supported by the AFAC office • A report of activities will be required annually • A Chair will be elected from within the Network • Affiliates may be included subject to rules (TBD)

ON-LINE FORUMS

PURPOSE	EXPECTED VALUE AND OUTPUTS	BUSINESS RULES
<p><i>Forums are on line gatherings of individuals with a common interest in a particular matter. They will share information and experiences, build relationships, debate issues and broaden each other's understanding. They may identify issues suitable for Professional Development events.</i></p>	<ul style="list-style-type: none"> • Effective relationships developed inside and outside AFAC • People are engaged in sharing information and advancing knowledge to the benefit of the industry • Would be open to a larger number of people to participate 	<ul style="list-style-type: none"> • On-line forums may be either issue and time specific e.g. A discussion on some new equipment or comprise of people who have an ongoing interest in a matter or function e.g. Peer Supporters • Forums may be initiated by any AFAC member / Group / Network or AFAC staff member • Normal organisational on-line protocol will apply • Affiliate members may be part of Forums • Every Forum will have a moderator • Forums may identify a particular issue they feel needs addressing • This will be managed by the nominated staff member who will take action according to established arrangements (TBD)

PROJECT TEAMS

PURPOSE	EXPECTED VALUE AND OUTPUTS	BUSINESS RULES
<p><i>Project teams are formed to complete a defined piece of work</i></p>	<ul style="list-style-type: none"> • Outputs delivered in a shorter time • Ability to track progress on project work in progress 	<ul style="list-style-type: none"> • Time limited • Must use AFAC project management methodology and tools (Policy xxx) • Will often be cross functional • Will comprise of suitably qualified people • May be established by Groups or Networks which will be responsible for the team completing its work • Members of the project teams will be recorded and be available for reporting • The number and subject matter of the projects will be reported annually and be available for viewing on the Kweb • Affiliates may be included in accordance with rules (TBD)

EVENTS

PURPOSE	EXPECTED VALUE AND OUTPUTS	BUSINESS RULES
<p><i>To provide opportunities for people to come together to share knowledge and thinking and to facilitate the creation of a knowledge transfer approach across the industry.</i></p>	<ul style="list-style-type: none"> • Production of new products including speaker notes, presentations etc • New information and knowledge • Skills acquisition • Opportunity for interaction, networking and to develop and strengthen relationships 	<ul style="list-style-type: none"> • All events developed and run according to AFAC Professional Development Events Guideline • Some events may be run in partnership with other organisations e.g. FPAA • Sponsorship may be used to support events • Some events may incur a fee for participants e.g. AFAC & Bushfire CRC Conference • Online event registration system will be used to facilitate the management of events • Different event types will be used, as each has a different purpose and design, depending on the objectives to be met e.g. workshops, seminars, forums, master classes etc.