



AFAC 2007 Annual Report

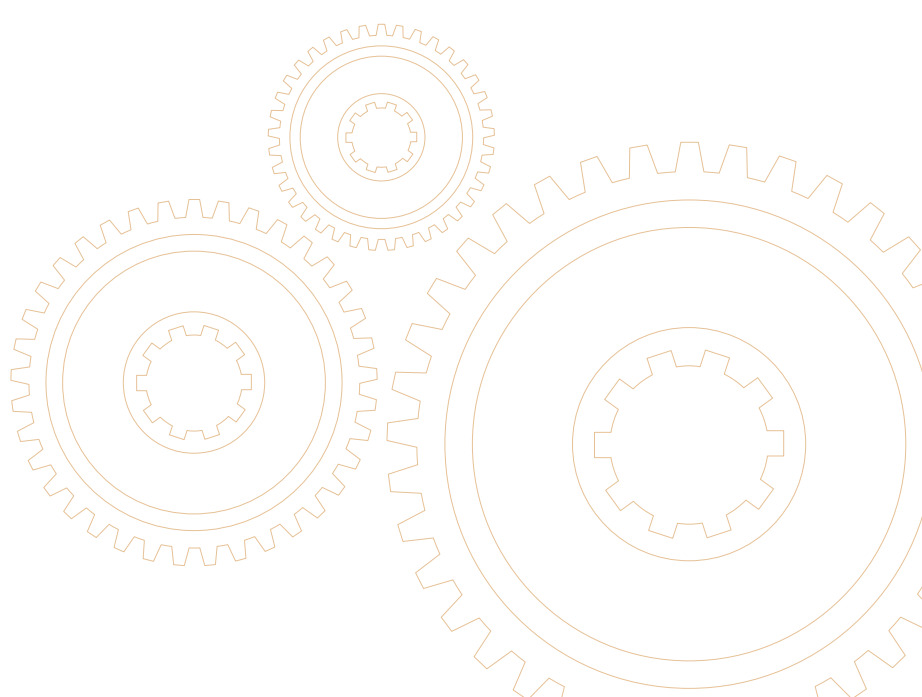
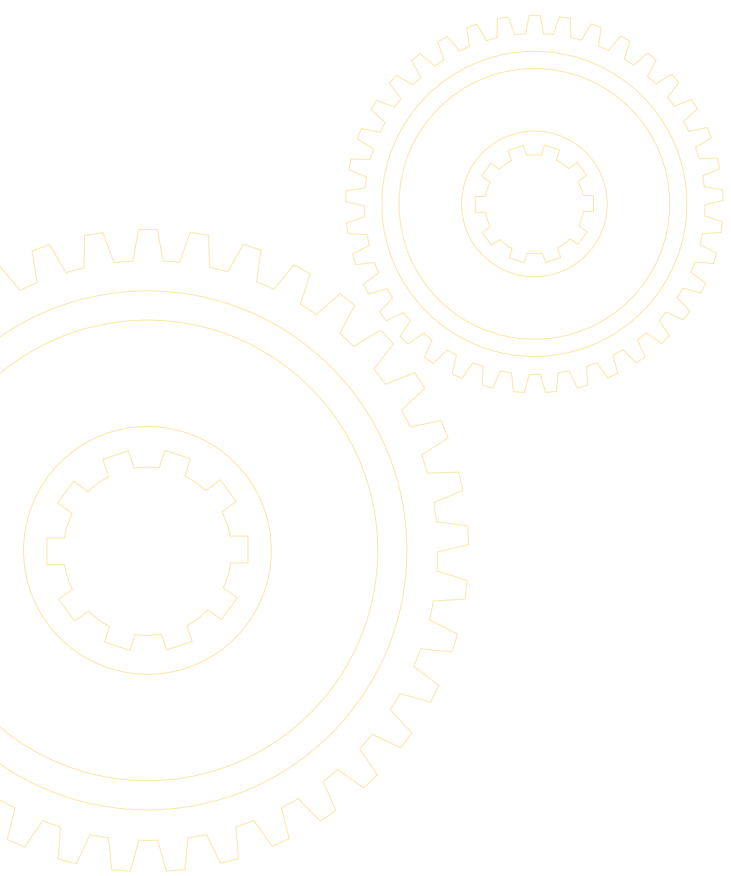
## KEY ACHIEVEMENTS

- › \$1.6 million in sponsorship delivered to brigades and agencies.
- › \$1 million in savings for agencies achieved through the Collaborative Purchasing Initiative
- › Establishment of the Bushfire Information Sharing Initiative (BISI)
- › Development of the Leadership Capability Framework
- › Establishment of Chief Information Officers Group
- › Record attendance at the AFAC, IFCAA and Bushfire CRC Conference 2006
- › Development of 25 Aides Memoir to support personnel performing each of the roles within AIIMS
- › Establishment of Performance Measures for fires in the landscape
- › Agreement was reached for the exchange of data for an AFAC National Database
- › The Guide to Performance Measurement has been made available to AFAC Groups
- › AFAC became a founding member of the United Nations Action Alliance which supports sound principles of fire management
- › Establishment of agreed terms and definitions for the AFAC Wildfire Glossary



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## COMPANY PROFILE

The Australasian Fire Authorities Council (AFAC) is the peak body that represents the fire, land management and emergency services agencies in the Australasian region. AFAC is an independent, not-for-profit organisation whose operations are principally funded through the contributions of its member agencies.

As the national peak body AFAC:

- › Develops national standards and positions for the industry
- › Advocates State and Federal government on behalf of its member agencies
- › Creates national positions on a range of issues
- › Continuously scans the ever changing political environment
- › Acts as an industry voice on issues of national and regional importance.

Additional funds are contributed by sponsors to help us develop specific program outcomes, develop standards and provide leadership training to our members and their volunteers.

### AFAC Council

The AFAC Council is made up of representatives of twenty eight full and nine affiliate member organisations. The AFAC Council currently meets twice a year and is responsible for approving:

- › strategy
- › standards and positions
- › end of year financial statements
- › reports and policy.

### AFAC Committee of Management

The Committee of Management appointed by the Council is responsible for the management and control of Council business and implementation of policy developed by Council. The Committee meets bi-monthly.

President

**Euan Ferguson** AFSM,  
South Australia Country Fire Service

Vice-President

**Lee Johnson** AFSM,  
Queensland Fire and Rescue Service

Treasurer

**Neil Bibby** AFSM,  
Country Fire Authority (CFA) of Victoria

Director

**Mike Hall**, New Zealand Fire Service

Director

**Tony Blanks**, Forestry Tasmania

There are currently two Vacant Directors positions that will be filled at the AFAC Annual General Meeting in September 2007.

### AFAC staff

In the last financial year AFAC experienced a turnover of a number of key staff members. After five years as AFAC CEO, Len Foster retired and was replaced by Naomi Brown. Leon Collett also retired and has been replaced by Jill Edwards in the newly created role of Manager, National Business Performance. Phillip Klein completed his secondment from Metropolitan Fire and Emergency Services Board Melbourne and was replaced by Colin May from Queensland Fire and Rescue Service as Manager, Urban Operations. Communications Coordinator Johnny Liebenberg left at the end of the financial year and was replaced by Jay Gleeson. After being vacant for more than six months the role of Manager, Human Resources was filled by Judy Gouldbourn.

Chief Executive Officer

**Len Foster** (to December 2006)

**Naomi Brown** (December 2006 onwards)

General Manager,

National Aerial Firefighting Centre

**Richard Alder**

Manager, National Business Performance

**Leon Collet** (to November 2006)

**Jill Edwards** (December 2006 onwards)

Manager, Strategy Implementation

**Gary Morgan**

Manager, Standards

**Russell Shephard**

Project Manager

Collaborative Purchasing Initiative

**Arthur Tindall**

Manager, Human Resources

**Roland Orchard** (to December 2006)

**Judy Gouldbourn** (June 2007 onwards)

Manager, State Emergency Services (SES)

**Rhys Maggs**

Manager, Community Safety

**Rob Llewellyn**

Manager, Learning and Development Group

**Sandra Lunardi**

Manager, Urban Operations

**Phillip Klein** (to July 2007)

**Colin May** (July onwards)

Manager, Finance

**Trevor Essex**

Executive Assistant to CEO

**Lynette White**

Communications Coordinator

**Johnny Liebenberg** (to June)

**Jay Gleeson** (July 2007 onwards)

Senior Learning and Development Consultant

**Tesha Piccinin**

Administrative Officer

National Aerial Firefighting Centre (NAFC)

**Claire Bunday**

Administrative Officer/Project Coordinator,

Learning and Development

**Kerrie Ruff**

Group Administrative Officer

**Corinne Taton**

Receptionist/Accounts Assistant

**Kipley Firth**



## Member organisations

### Full Members

#### Australian Capital Territory

Australian Capital Territory Emergency Services Agency

#### New South Wales

New South Wales Fire Brigades

New South Wales Rural Fire Service

Forests New South Wales

Department of Environment and Climate Change, NSW

#### Northern Territory

Northern Territory Fire and Rescue Service

Bushfire Council of Northern Territory

#### New Zealand

New Zealand Fire Service

New Zealand Rural Fire Service

#### Queensland

Queensland Fire and Rescue Service

Forestry Plantations - Queensland

Queensland Parks and Wildlife Services

#### South Australia

South Australian Metropolitan Fire Service

Country Fire Service, South Australia

Department of Environment and Heritage, SA

Forestry SA

#### Tasmania

Tasmania Fire Service

Forestry Tasmania

Parks and Wildlife, Tasmania

#### Victoria

Country Fire Authority, Victoria

Department of Sustainability and Environment, VIC

Metropolitan Fire and Emergency Services Board,

Melbourne

Parks Victoria

#### Western Australia

Fire and Emergency Services Authority of Western

Australia

Department of Environment and Conservation, WA

#### National

Australian Council of State Emergency Services

Emergency Management Australia

AirServices Australia

### Affiliate members

Bureau of Meteorology

Hong Kong Fire Services Department

CSIRO Forestry and Forest Products

Army Emergency Response

New Zealand's Department of Conservation

South Australian Fire and Emergency Services Commission (SAFECOM)

Papua New Guinea Fire Service

Australasian Road Rescue Organisation

Melbourne Water



## REPORT FROM THE PRESIDENT

The last 12 months has seen significant change in the membership of AFAC Council. Firstly, I would like to recognise outgoing AFAC leadership team members in President Peter Akers (who has also retired from MFB) and CEO Len Foster (who has also retired from his role as Chair of the CFA Board). That AFAC is in a strong position is very much due to the close working relationship between these two men, their hard work and their collaborative style of communication. Outgoing AFAC Vice president, Phil Koperberg (who is now a Minister in the NSW Government) has also played an influential and strategic role and will also be missed.

And welcome to new CEO Naomi Brown! In her short time as CEO, Naomi has demonstrated outstanding leadership. Dynamic, communicative and keenly involved in meeting the needs of all AFAC stakeholders, Naomi has already visited each State and Territory to try to come to grips with member needs.

One of Naomi's first tasks after coming to office was to review and update the AFAC strategic directions. Linked to this is a review of the AFAC name and logo. I understand that these issues are contentious amongst some members and they will be progressed slowly and thoughtfully. It is important that we periodically take time out to re-evaluate our purpose and ensure that we are delivering the required services to our members. Even if the change is minimal, it is the process of review (and renewal) that makes us strong, relevant and focused.

AFAC is unique in the role it plays in governments, industry and the community. In the absence of a national government focus for fire, fire management and emergency service delivery, AFAC is a unified voice

that articulates excellence in the fire, fire management, emergency services and community safety industry. Because the essence of what we do concerns the very safety of our communities and the sustainability of our environment, our role, and that of AFAC is often underplayed. Put simply, the world we live in is a better, safer and more enjoyable place because of the work of AFAC.

And who is AFAC? AFAC is more than AFAC Council; it is the hundreds of agency and government professionals, both volunteer and paid, who contribute their time, intellectual knowledge and commitment to community safety. This is the strength of AFAC: to be able to harness our collective resources and develop then articulate a common message.

Finally, I'd like to recognise the hard working staff of the AFAC office. We are so fortunate to have such a talented and experienced group of professionals in the "back office". Their contribution is often not well enough recognised, nor is their presence highlighted. However, there is little doubt that the AFAC staff team is critical to the success of AFAC as a peak body.

AFAC President  
Euan Ferguson AFSM





## REPORT FROM THE CHIEF EXECUTIVE OFFICER

The last financial year has been a time of change and renewal for AFAC. Since arriving at AFAC last December I have spent a great deal of time traveling and meeting members to develop a greater understanding of our member agencies' businesses and their expectations of their peak industry body.

Despite being involved in AFAC activities for the last eight years and working for two different AFAC agencies in that time, I have become much more aware of the breadth and complexities of the range of issues facing the industry.

I have been fortunate that my predecessor Len Foster had done such a terrific job as AFAC CEO, leaving AFAC in a strong position on which we can continue to build and grow. I sincerely thank Len for all his work for AFAC during his time here. I would also thank the Council and Committee of staff for making this transition a smooth one.

After working with member agencies over the last several months I am convinced more than ever of the need for a peak industry body to advance national and industry wide issues our member agencies face. AFAC is the most effective forum for matters that are best worked on collectively than by single agencies. AFAC is all of its members and it is the spirit of collaboration that will drive the industry forward.

The support of AFAC's two major sponsors, Smorgon Steel and Dulux Bunnings has been invaluable to the organisation. Their significant contribution over the last financial year has directed funds to agencies and brigades and supported participation in the Volunteer Leaders and the Developing Future Leaders Programs. The industry has been significantly better for their support and I thank them for their continued contribution to community safety in Australia.

AFAC and the Bushfire CRC have continued to work together on research for the fire, land management and emergency services industries. CRC research findings will be a vital tool for AFAC agencies as we head into a future affected by climate change, water resource shortages and increasingly longer bushfire seasons. The relationship between the two organisations has strengthened over the last year and this strong relationship will be pivotal as we head into a new round of CRC funding bids.

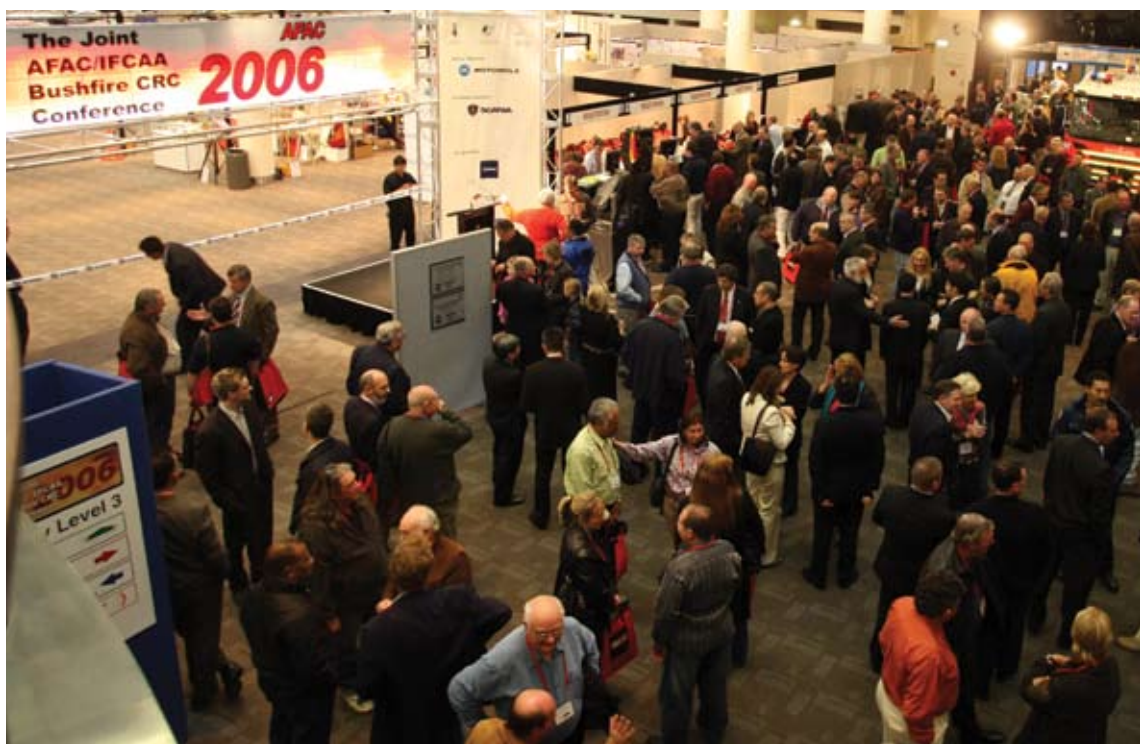
AFAC Group members have worked collaboratively throughout the last financial year on matters of mutual interest to the industry. The generosity of their time and intellectual efforts over and above their normal jobs has been an enormous resource for AFAC and I thank them for their invaluable contributions. The work of the Groups over the last financial year is outlined in this report.

Finally I would like to acknowledge the work done by the AFAC staff. Over the last twelve months there have been a number of staff changes and I am confident the team we have assembled has the talent and dedication to support and progress the work that needs to be done.

As we move into the next financial year AFAC will continue to provide value to members through improved information and shared work systems for Groups, volunteers and member agency staff.

I look forward to the challenges the next year will bring.

AFAC Chief Executive Officer  
Naomi Brown



## FINANCIALS

The 2006/2007 financial year has been a successful one for AFAC with the company recording a surplus of \$106,154. The surplus represents 4.5 percent of net revenues generated in 2006/2007.

Highlights for the year included the AFAC 2006 Conference. The event exceeded all budgetary targets with 1,351 delegates from 26 countries attending, and 110 trade exhibitors. This resulted in an excellent surplus of \$358,000.

The successful sponsorship programs with Smorgon Steel and Dulux/Bunnings in 2006/2007 enabled AFAC to

distribute in excess of \$1.6 million in funds and training programs to brigades and agencies around Australia and New Zealand.

Better cash management practices have also enabled substantial revenue increases in interest received for 2006/2007.

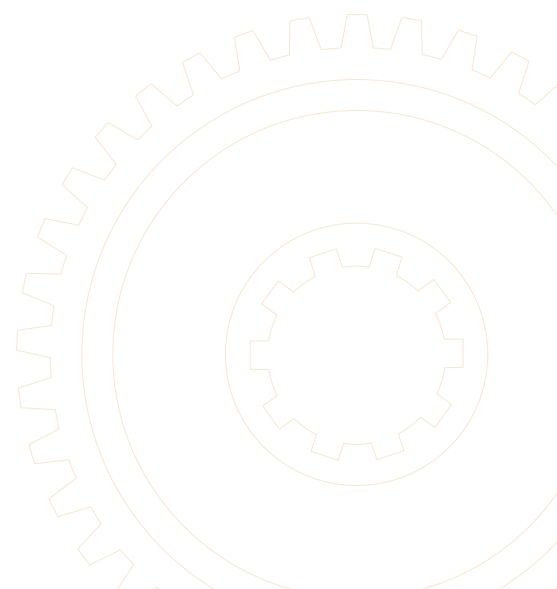
The AFAC balance sheet is in a strong position with total assets of almost \$5 million funded by 20 percent members equity and 80 percent debt.

### STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2007

	2007 \$	2006 \$
<b>Revenue</b>		
Members Subscriptions	1,255,761	1,260,331
Gross Margin From Trading Activities	646,992	473,450
Other Revenue	495,182	412,521
<b>Total Revenue</b>	<b>2,397,935</b>	<b>2,146,302</b>
<b>Expenses</b>		
Salaries and Related Expenses	1,318,230	1,136,894
Travel and Meeting Expenses	222,575	160,336
Office Expenses	435,228	456,651
Other Expenses	315,748	231,477
<b>Total Expenses</b>	<b>2,291,781</b>	<b>1,985,358</b>
<b>Surplus/(Deficit)</b>	<b>106,154</b>	<b>160,944</b>

### STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2007

<b>Current assets</b>		
Cash and Debtors	5,027,739	4,458,874
Others	218,085	128,547
<b>Total Current Assets</b>	<b>5,245,824</b>	<b>4,587,421</b>
<b>Non current Assets</b>		
IT and Office Equipment	323,239	382,219
<b>Total Assets</b>	<b>5,569,063</b>	<b>4,969,640</b>
<b>Current Liabilities</b>		
Trade Creditors	2,240,574	1,849,753
Revenue in Advance	1,790,400	1,540,600
Special Project Funding	270,928	369,500
<b>Total current liabilities</b>	<b>4,301,902</b>	<b>3,759,853</b>
<b>Non-current liabilities</b>		
Deferred Revenue	163,940	208,328
Others	44,909	49,301
<b>Total non-current liabilities</b>	<b>208,849</b>	<b>257,629</b>
<b>Net equity</b>	<b>1,058,312</b>	<b>952,158</b>





## AFAC SPONSORS

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AFAC currently enjoys the support of two major sponsors who made valuable contributions to the organisation in 2006/2007.

The Smorgon Steel Great Scrap Round-Up™ involved Smorgon Steel collecting almost any scrap metal over five tonnes farmers have lying around their property and paying them fair value for it.

Smorgon Steel then donated a percentage of the proceeds to nominated brigades and helped fund a national volunteer fire fighter training program.

In 2006/2007 this initiative raised \$1,465,000 for brigades and agencies around the country and cleaned up thousands of tonnes of scrap metal from farms.

Australian paint manufacturer Dulux and hardware retailer Bunnings Warehouse currently sponsors the AFAC Volunteer Leaders and the Developing Future Leaders Programs. Both programs are run annually at the Sydney, Manly-based campus of the Australian Institute of Police Management (AIPM).

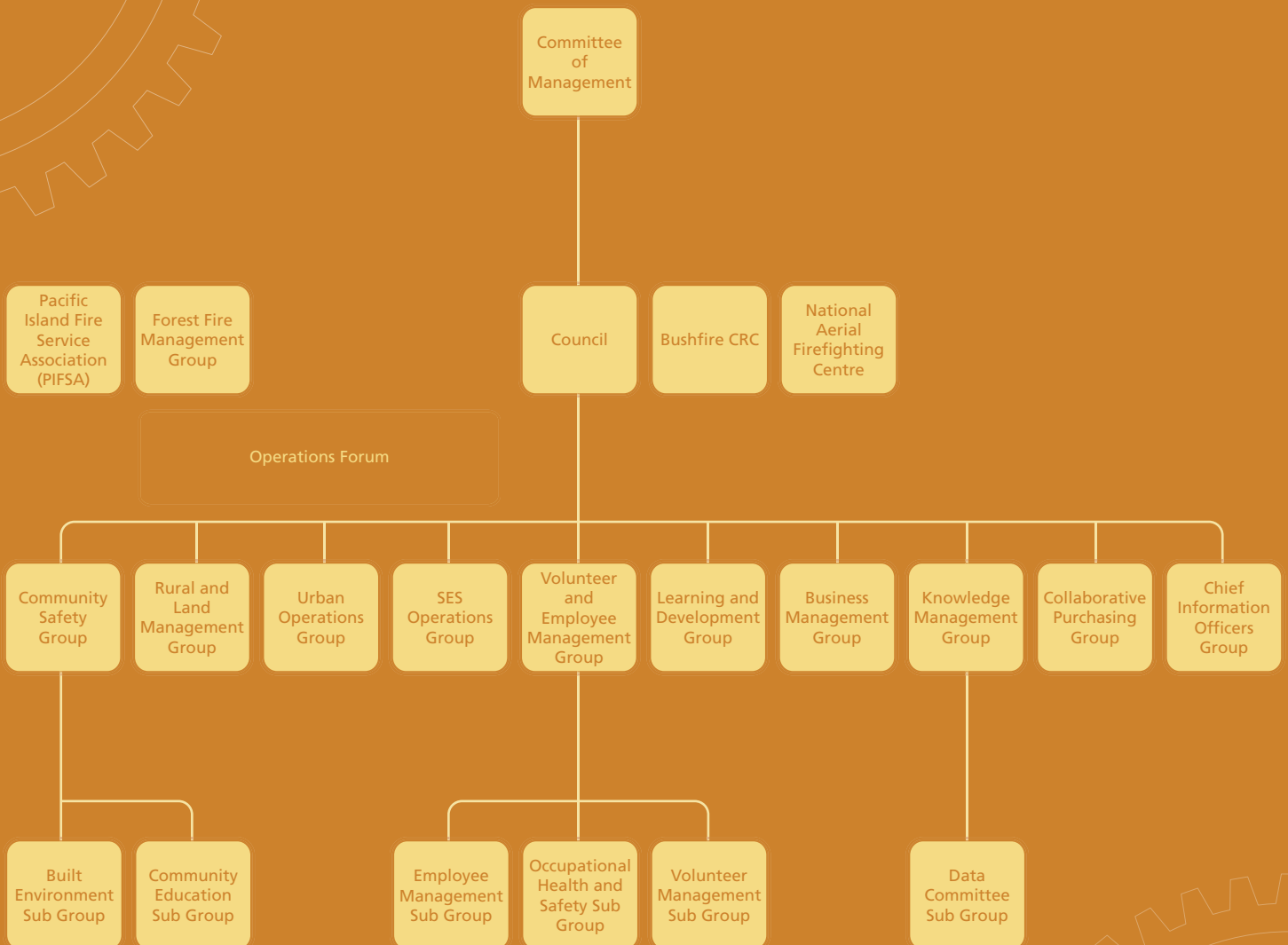
Dulux/Bunnings committed to support both programs in 2007 and their sponsorship included program costs for successful nominees including tuition, course materials, meals and accommodation at the AIPM. Dulux/Bunnings has contributed \$230,000 in 2006/2007 to support the program.

## AFAC, IFCAA AND BUSHFIRE CRC CONFERENCE 2006

The 2006 Conference held at the Melbourne Exhibition Centre was a great success with a record number of delegates in attendance. The conference attracted 1,351 delegates from 26 countries and 110 exhibitors to the trade exhibition (also a record figure). The 2006 AFAC Bushfire CRC Conference was held in conjunction with the International Fire Chiefs' Association of Asia Conference allowing for a greatly expanded conference program. The conference program featured two seminar streams, the Bushfire CRC component and the AFAC/IFCAA program.

# COLLABORATION

Member agencies are represented on a range of high level functional 'Groups' which shape research and policy on a variety of issues affecting fire, emergency services and land management agencies. These groups consist of senior staff who have direct input into the development of AFAC positions. Groups fall under eight broad areas, National Business Performance, Urban, Rural and SES Operations, Learning and Development, Community Safety, Volunteer and Employee Management and the State Emergency Services. Work is also done through a number of working and project groups not shown on this diagram. Some key highlights and achievements of the Groups are as follows.



## COLLABORATIVE PURCHASING

The Collaborative Purchasing Initiative (CPI) was established to provide a collaborative approach to the purchase of products commonly used by AFAC members to create cost and administration savings.

The Collaborative Purchasing Group developed a number of documents including terms of reference, confidentiality agreements and a list of priorities for future collaborative purchasing. Individual meetings have been held with some of the major manufacturers and suppliers of vehicles and personal protective equipment. Two of the major truck manufacturers have offered to work with AFAC to produce a specific tanker cab chassis and a national pricing structure for our industry.

To date, AFAC member agencies have collaborated on the procurement of a range of products, including personal protective equipment, cab chassis and pumps. Participating agencies have been able to procure different products from the one tender process - products that meet their specific agencies operational needs. In excess of \$1 million in savings has already been achieved by participating agencies. This does not take into account indirect savings associated with the reduction in administrative costs.

AFAC Manager, Russell Shephard

## STANDARDS

AFAC has 60 Australian and International Standards Committees in which it participates. AFAC continues to be involved in the development and revision of Australian and International Standards. Some of the more recent work has been in the areas of:

- › construction in bushfire prone areas
- › occupational protective clothing
- › firefighters personal protective clothing and equipment
- › fire hydrant installation
- › road tankers for hazardous liquids and gas
- › fire detection, warning control and intercom systems
- › emergency evacuation procedures
- › occupational protective footwear
- › reduced fire risk cigarettes
- › tunnel fire safety
- › sprinklers
- › evacuation
- › high visibility
- › storage and handling of LPG
- › storage and handling of mixed classes of dangerous goods.

AFAC has requested the Australian Standard AS/NZS 4602:1999, High Visibility Safety Garments, be revised as a matter of priority. The current Standard does not recognise the requirements of the emergency service industry and was developed predominantly for road traffic workers and not for fire and emergency services. While this Standard is being developed, an interim measure has been agreed following acceptance of a ruling from the SF049 Firefighters Personal Protective Equipment (PPE) Committee to allow the use of wildland and structural clothing for the purpose of high visibility while working in traffic.

### Construction of Buildings in Bushfire Prone Areas

The revision of the Australian Standard AS3959, Construction of Buildings in Bushfire Prone Areas is slowly progressing towards a draft for ballot. The Standard now has a method for modeling bushfire attack and a set of resultant construction provisions that are close to acceptance for a draft for ballot.

Building regulators met with the Standards Committee to try and resolve the choice of inputs for use in the bushfire attack model. The variation in preferred values reflects regional differences in fire weather and fuels and differing ideological and financial positions held by members of the Standards Committee. The Standard will include representative fuel load information as a guide for users across the country.

### National Personal Protective Equipment (PPE) Committee

The AFAC PPE Committee has now developed and signed off on ten National AFAC Specifications on firefighters PPE to be used for the purpose of assisting agencies when tendering. This is also the first step to industry standardisation of PPE and will assist with collaborative purchasing in the future.

The AFAC PPE Committee worked with local manufacturers to develop a better range of sizes for men and women to ensure each firefighter is provided with PPE that fits correctly. The AFAC specification now calls for a range of 24 sizes.

## NATIONAL BUSINESS PERFORMANCE

### Bushfire Information Sharing Initiative (BISI)

In December 2006 AFAC Council members with bushfire responsibilities identified the need for:

- › Improved sharing of information about the bushfire risk and threat in each jurisdiction.
- › Better information to support decisions regarding the inter-jurisdiction sharing and movement of resources, including:
  - anticipated need for resources
  - planned resource movements
  - current resource movements
  - resources available for movement.

The AFAC office initially established an interim manual process for daily information sharing. With the support of Victoria's Metropolitan Fire Brigade, this manual process was migrated to an on-line facility providing a greater degree of efficiency.

Every state and territory within Australia and New Zealand provided information to BISI and the information exchange proved to be a valuable tool for member agencies' planning and preparation activities.

The BISI system was suspended at the end of the bushfire season and improvements have been made to the system in preparation for reactivation for the 2007/2008 fire season.

### Business Management Group

Through the efforts of the AFAC Business Management Group consistency in the method used to determine funding for Commonwealth property was able to be successfully negotiated with the Department of Finance and Administration. This means the contract each state has with the Commonwealth is virtually identical, and the associated processes are streamlined and more efficient.

The Business Management Group has gathered a comprehensive suite of information and data of all fire agencies who are members of AFAC. The work will be published during 2007/08 and will include information such as:

- › geographic coverage
- › roles and services delivered
- › funding methods
- › structures and staffing models
- › budget and business planning approaches and models
- › resource allocation methods
- › capital distributions.

The purpose of this work is to provide an insight into the diversity of approaches across the members, share experiences and provide information that might support the development of future business cases.

### AFAC National Database

Member agencies endorsed the final version of the Agency Agreement outlining the arrangements for the exchange of some service delivery data from members into an AFAC National Database. This Agreement was built from contributions of members, and endorsed by Council.

Whilst not all members currently contribute data to the national database, many are establishing appropriate arrangements and protocols so they can do so in the future. Ultimately, the establishment of a credible, reliable and valued set of national data will benefit all members from a performance analysis and research point of view.

### Research and Analysis

Members of the Data Management Group were instrumental in assisting the Bushfire Cooperative Research Centre (CRC) and the Community Safety Group in reviewing and analysing material that arose from research into the effectiveness of smoke alarms in buildings.

It has been determined that an additional step in the process to release national data is required to provide a quality assurance review of the national data before it is used by researchers in their work.

### Chief Information Officers Group

Acting on one of the specific recommendations from the Future Directions of AFAC (2005), AFAC established a Chief Information Officers Group (CIO). The CIO Group held its inaugural meeting on the Gold Coast in February 2007 in conjunction with the Australian Public Communications Officers Association (APCOA) Conference.

The Group will work together to develop and drive strategies that will lead to improved Information Communications Technology (ICT) interoperability between members, stakeholders and within the greater Australasian emergency management industry.

The CIO Group is one of three complementary AFAC Groups, designed to support the data, information and knowledge management needs of AFAC member agencies.

### Performance Measurement

A Guide to Performance Measurement was written and made available to AFAC Groups which are currently developing specific objectives and performance indicators.

Whilst much of this work is occurring to inform Chapter eight of the Report on Government Services (Productivity Commission), members are also interested in establishing appropriate objectives and indicators that allow them

to benchmark their agency's effectiveness and efficiency against others.

### Coding changes to the Australian Incident Response Standard (AIRS)

Following comprehensive discussions and analysis, the Operational Services Group, the Hazardous Materials Working Group, the Data Management Group and the AIRS User Group collaborated on changes to the AIRS Standard. As a result agencies needed to adjust their data collection systems and processes.

The False Alarm Reduction Group has flagged a requirement for changes to the AIRS Standard which will necessitate a similar change by agencies to their systems. This work will progress during 2007/08.

### Knowledge Management Strategy

AFAC members indicated their desire to work together on establishing knowledge management as a key component of their agency's approach to data and information management. To facilitate this, the Knowledge Management Group was reconvened.

The Bushfire CRC Fire Knowledge Network is an initiative which will provide a mechanism for fire information to be shared with the public and between agencies. A stronger relationship has been built between the Knowledge Management Group, the Chief Information Officers Group and the Fire Knowledge Network Manager over the last financial year. As a result the two Groups will take on a greater roll in the development of the Network to ensure its sustainability.

### Non-fire related data collection

The Productivity Commission generated significant ongoing discussion on proposals for new areas of non-fire related data collection, including road transport accidents.

### SES Performance Indicators

SES Performance Indicators Working Group successfully bid for Emergency Management Australia (EMA) funding through South Australian State Emergency Service (SASES) (value \$95,000 plus GST, plus matching contributions from State and Territory Emergency Services (S/TES) in cash or kind). Amongst other benefits that will flow from this project will be a nationally consistent set of data collection parameters that enable the S/TES to contribute more data to the Emergency Management Working Group (EMWG) of the Productivity Commission.

### Non-fire related data collection

The Productivity Commission generated significant ongoing discussion on proposals for new areas of non-fire related data collection, including road transport accidents and broad based emergency management indicators.

### Emergency Management Information Development Plan

The Emergency Management Information Development Plan was completed by the Australian Bureau of Statistics during the year. This led to a bid for Natural Disaster Mitigation Program funding (result not announced at time of writing) to develop S/TES Performance Indicators. However, the bid has now been superseded by funding for an identical project sourced from Emergency Management Australia.



# URBAN OPERATIONS

## Water reduction in drought conditions

A joint Urban and Built Environment working group worked with local councils and water authorities to investigate issues associated with proposed reductions in water pressures and flows in urban reticulated water systems as a strategy to conserve water and infrastructure during prolonged drought conditions.

## Australian Dangerous Goods Edition 7

The Hazardous Materials Working Group provided considerable input into the seventh edition of the Australian Dangerous Goods Code and maintained the provisions for emergency information panels on vehicles carrying intermediate bulk transport containers.

## Recycled water project

The Recycled Water Project Group conducted a research analysis to determine the safety of firefighters of using Class A recycled water. The conclusions drawn from the research form the basis of an AFAC position paper on the use of Class A recycled water for firefighting purposes to go to Council in September 2007.

The research analysis addressed concerns regarding the risks associated with:

- › Accidental drinking
- › Aerosol ingestion of water droplets
- › Use with decontamination showers
- › Saturated clothing during fire operations
- › The cumulative effect or repeated exposure to possible contaminants in the water
- › Use for drenching following burn injuries or wound treatment
- › The uncertainty of the reliability of the water treatment process.

## Bulk foam stocks

Urban Operations began the task of building a resource list of available bulk foam stocks held by all member agencies (urban and rural). The end report will allow agencies to determine the available foam resources during a major fire event or it can be used as an industry comparison for networking and technology sharing.

## False Alarms

The manual on fire alarm technology assisting in minimising unwanted false alarms is near completion. The manual is a comprehensive publication on fire alarm technology to assist fire fighters in understanding how different types of fire alarm systems and equipment operate and how these systems and equipment can assist in reducing false alarms. The project is jointly funded by AFAC and the Metropolitan Fire and Emergency Services Board, Melbourne

## HAZMAT key performance indicators

The AFAC HAZMAT CBR Working Group has reviewed its work plan including the development of HAZMAT Key Performance Indicators (KPIs). The KPIs provided the framework to reflect comparative reporting on State Fire Service's capability and consequence management. This included the identification of objectives for the three themes of Transport, Ports and Manufacturing/Storage.

## Safety Management at Incidents

The Operations and OHS Sub Group's 'Safety Management at Incidents' Charter and work plan was endorsed. This will assist member agencies work towards a practical and consistent application of the Safety Advisor/Safety Officer role amongst Australasian fire agencies.



## Performance measures for fires in the landscape

The Rural Land Management (RLM) Group reached agreement on performance measures for fires in the landscape to enable agencies to capture consistent data for trend analysis and strategic planning to improve agency outcomes. The production of the measures is another AFAC response to the Council of Australian Governments (COAG) Report on Bushfire Mitigation and Management. These Measures specifically relate to Recommendation 13.1 –the development of “a common set of national bushfire indicators of good practice” to “provide a consistent framework for review and reporting in each state and territory.”

## Lessons learned

The RLM Group shared their operational lessons learned during 2006/07 and the significant issues they successfully addressed during this period. Individual RLM members are now able to follow up with the successful agencies to assist them in making speedy improvements.

## Future research projects

RLM Group members provided the Secretariat with a list of issues they believe will have an impact on their operations in the future for use in the consideration of future research projects and inclusion in the AFAC Strategic Plan. The strategies were also considered in relation to the United Nation’s Food and Agriculture Organisation’s Voluntary Fire Management Guidelines.

## Wildfire Glossary

An initial set of agreed terms and definitions for the AFAC Wildfire Glossary has been agreed. It is expected that the AFAC Wildfire Glossary will remain a live document with progressive upgrades of new terms as they become approved by the RLM Group.

## Forest Fire Management Group

The RLM Group is collaborating with the Forest Fire Management Group (FFMG) on items of common interest. The FFMG is a body set up under the Council of Australian Governments and as such AFAC has the opportunity, in conjunction with FFMG, to pursue land management fire items through the formal Government reporting mechanisms.

## Fourth International Wildland Fire Conference

AFAC and FFMG in conjunction with the North American Forestry Commission ran a regional session at the fourth International Wildland Fire Conference in Sevilla Spain, in May this year. The outcomes of this session were distributed and discussed.

## United Nations Action Alliance

AFAC became a founding member of the United Nations Fire Management Action Alliance. The Alliance aims to stimulate improved fire management globally through supporting the UN Fire Management Voluntary Guidelines.



# STATE EMERGENCY SERVICES (SES) OPERATIONS

## Research and reports

Australian Council of State and Territory Emergency Services Directors Group reviewed reports from State and Territory Emergency Service (S/TES) Communications, Equipment and National Education and Training Committees. They also completed the Valuing the Volunteer research project, examined a Tasmanian SES sourced Training Resource Kit for Quad Bike Operations and commenced work on an update of the Australian Emergency Manual on Flood Management.

## SES Doctrine

Australian Council of State and Territory Emergency Services Directors established a working party to examine national SES doctrine. This will cover a range of topics, including Standard Operating Procedures (SOP's), Interstate Assistance and Codes of Practice.

Significant work was also undertaken to enable all S/TES agencies to adopt AAIMS.

## New Vehicle Technology Working Party

The New Vehicle Technology Working Party commenced work to identify all aspects of new vehicle technology that pose risks to rescuers. Matters being considered include strengthened metals and other construction materials, restraint systems, propulsion systems, electrical systems, vehicle construction and other technologies.



# LEARNING AND DEVELOPMENT

## Training Resource Kits

Development of learning resources to support the 123 competency units relevant to Fire Qualifications in the Public Safety Training Package has continued throughout 2006/2007. A summary of the status of development is shown below:

To date:

- Learning resources have been completed for 77 units
- Learning resources are being developed for a further 13 units
- Twenty two of the competency units are classified as 'generic' units for which resources can be easily resourced
- Learning resources for 11 units have yet to be developed.

To date AFAC has completed resources for 26 units. Resources for a further eight units are in the process of being developed by the AFAC Learning and Development staff.

## Command and control training

The 2006/07 period resulted in the achievement of several key deliverables for command and control training:

- A detailed review of the 1999 agreement between AFAC Limited and VectorCommand Limited was undertaken in consultation with the User Group and VectorCommand. The new agreement reflects the changing requirements of the expanding User Group.
- The Australasian VectorCommand Strategic Plan for 2006–2009 was completed. The plan specifies the goals and strategies for the Strategic Management Reference Group and User Reference Group for the next three years.
- Two new Australasian scenarios were released for 2007 based on fire in a school. They are designed to exercise the command skills of Level One and Two incident management personnel. The NSW Fire Brigades performed the role of lead agency in developing these two scenarios and worked closely with the VectorCommand User Reference Group, AFAC and VectorCommand.
- A three day workshop on designing and implementing major incident simulation exercises was conducted; over 24 participants attended from agencies within Australia and New Zealand.
- An extensive review of the Incident Management Team Wildfire Exercise was completed and a series of process improvements was identified and actioned.
- The 2006 Australasian User Survey, designed to ascertain best practice in the user's implementation of VectorCommand, was completed. The data provides opportunities for sharing of knowledge and expertise in the use of the system.

## Compartment Fire Behaviour Training

The Compartment Fire Behaviour Training (CFBT) Working Group was established in February 2007 to achieve a standard approach to compartment fire behaviour training within the fire services. The Working Group will establish a common standard and content for terminology, instructor training and assessment, course content, firefighting practices and fire cell design.

## AllIMS support tools

Twenty five Aides Memoir designed to support personnel performing each of the roles within AllIMS were developed. The Aides Memoir are available as A4 laminated cards or a pocket book form for field use.

## AFAC leadership and management development programs

The AFAC programs conducted by the Australian Institute of Police Management (AIPM) have continued to receive very strong support from the members. A total of six programs were conducted by AIPM with enrolments in most cases exceeding the AFAC identified targets.

The AFAC Annual Visiting Fellow, Mr Kevin Cuneo, commenced his twelve-month secondment in January 2007. His industry expertise has been of great benefit to the AIPM professional development staff and to the AFAC Learning and Development team.

## AFAC Leadership Capability Framework

A Leadership Capability Framework that establishes a benchmark for both current and future leaders was developed and endorsed by the Committee of Management and released for implementation by agencies.

The seven capabilities defined within the Framework, profile the leadership attributes and behaviours required of leaders at the executive, senior manager, supervisor and practitioner level within an organisation.

## Aviation role-based training resource kits

Development of training resource kits for the six aviation roles identified as a priority proceeded during 2006/2007. Resources are being developed for:

- Incendiary Operations Supervisor – draft completed
- Aircraft Officer – draft completed
- Air Observer – completed
- Air Attack Supervisor
- Air Operations Manager
- Airbase Manager.

### Fire Brigade Intervention Model (FBIM).

The Fire Engineering Working Group began development of a new version of the Fire Brigade Intervention Model (FBIM). This new version is planned for release in January 2008.

### Smoke Alarms in Residential Accommodation

In June 2006, a revised AFAC Position on Smoke Alarms in Residential Accommodation was released. The revised position was informed by the then early findings from research being conducted on behalf of AFAC, by the Bushfire CRC who outsourced a literature review and data analysis to the Centre for Environmental Safety and Risk Engineering, Victoria University (VU). Additional research was completed in April 2007 which has promoted further consideration of AFAC's position.

### Reaching the hard to reach

Three projects have been undertaken to reach the "hard to reach" community sector. The training program for people employed in the community aged care sector has been reviewed and two new compulsory units, including a fire safety unit, were added.

Initiatives were implemented with care providers (familial carers, community care workers and community assessment workers) to deliver basic fire safety information to those most at risk.

The Engaging with Indigenous Communities Workshop was held in Brisbane. The workshop was conducted by member agencies working with indigenous communities and the Queensland Department of Aboriginal and Torres Strait Island and discussed issues associated with working with indigenous communities the Group should consider.

### Technological information delivery methods

A report was produced by students from Worcester Polytechnic Institute on technological delivery methods of communicating risk, particularly to the Generation Y, iGeneration and Generation Z demographic groups. The report gave recommendations on the most effective delivery methods which the group will now consider.

### Australian Standard 2118 Automatic Fire Sprinkler Systems

AFAC provided significant input into the development of the Australian Standard 2118 Automatic Fire Sprinkler Systems, which was released in December 2006. The 2006 edition is predicated on advanced technology which may result in a more cost effective sprinkler design and may be used as an alternative solution.

The Australian Building Codes Board (ABCB) did not reference this 2006 edition in the Building Codes of Australia (BCA) although the 1999 edition, which this edition updates, continues to be referenced.

The ABCB announced its intention to develop a new BCA reference document for Automatic Fire Sprinkler Systems. The reference document will not address issues such as asset protection, which sit outside the scope of the BCA, however it is recognised a level of asset protection may result from meeting the goals of the BCA. The Community Safety Group has participated in the initial discussions on this proposed new standard due to be published in 2008.

### Australian Building Codes Board strategic review

AFAC is participating in the Australian Building Codes Board strategic review against COAG principles. The review is covering Volume One and Two of the Building Codes of Australia 2006, including the need to reference documents. However it does not include State and Territory appendices or the content of reference documents.

### Australian Building Codes Board Study: Smoke spread through penetrations

AFAC has provided a response to the Warrington Fire Research into control of smoke spread through building penetrations, which was commissioned by the Australian Building Codes Board. AFAC provided comment on:

- Case studies and fire incidents where substantial smoke spread through services and openings has led to injuries, fatalities or near misses.
- The Deemed to Satisfy provisions from a regulatory perspective regarding building services and openings and BCA performance requirements relating to smoke barriers.
- Amendments and enhancements to the performance requirements and Deemed to Satisfy provisions relating to smoke barriers and the protection of the following service penetrations and openings.

## Volunteers

The Volunteer and Employee Management Strategy Group developed a human resources work plan with a focus on volunteer and employee attraction, retention and capability.

The Volunteer Management Sub Group conducted a review of out of pocket expenses for volunteers to develop a position to present to Government. The Group worked with Bushfire CRC to develop a draft research paper based on exit interviews and surveys of volunteers to identify why volunteers leave the service.

## Secondments and exchange

The Employee Management Sub Group is developing a framework for enabling national and international fire fighter exchange as well as secondments for development opportunities.

## Occupational health and safety

The Occupational Health and Safety Sub Group is supporting Bushfire CRC research to identify industry best practice for management of firefighter health, safety and wellbeing on the fire ground.



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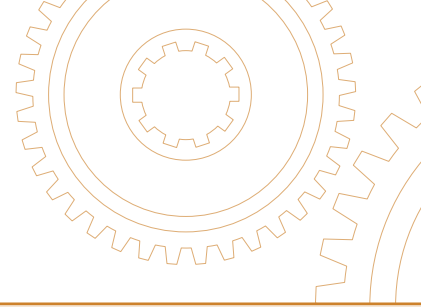
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