



NSW RURAL FIRE SERVICE

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NSW RFS ANNUAL REPORT 2015/16

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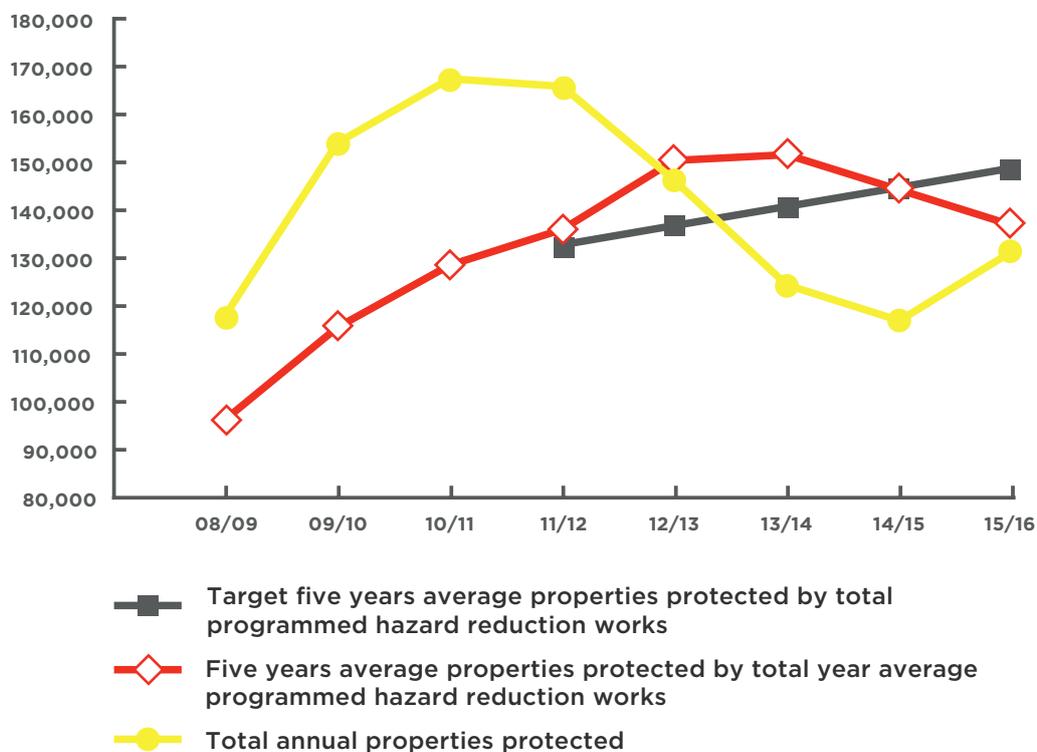


1.1 Bush Fire Community Protection: Properties Protected Report

Location	Number of works planned	Number of works completed	Proportion of works completed v planned %	Number of properties covered by completed works	Value of properties covered by completed works \$M
Total bush fire protection works	20,787	17,258	83.0%	237,841	\$116,189
Total programmed hazard reduction works	10,312	8,050	78.1%	131,388	\$57,810.7
Bush fire hazard complaints	1,793	1,648	91.9%	2,390	\$1,051.6
Private land hazard reduction certificates	455	437	96.0%	1,069	\$470.4
Development control assessments	5,520	4,809	87.1%	55,102	\$35,784.3
Community education programs	2,707	2,314	85.5%	47,892	\$21,072.5

1. The 'Total programmed hazard reduction works' data set is derived from the Bush Fire Risk Information Management System (BRIMS) records as at 1 August 2016.
2. The 'Number of works planned' data set is comprised of activities with a scheduled or completed date occurring during 2015/16.
3. The 'Number of works completed' data set comprises activities with a completion date occurring during 2015/16.
4. The 'Value of properties covered by completed works' uses a standard property value of \$440,000 per property which was sourced from a published paper (McAneney K.J. 2005).
5. The planned works for hazard complaints comprise the complaints received in this reporting period and the carryovers.
6. The planned works for DAs comprise the DAs received in this reporting period and the carryovers.

1.2 Number of properties protected by hazard reduction works across all bush fire prone land tenures



NUMBER OF PROPERTIES PROTECTED BY HAZARD REDUCTION WORKS

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Total annual properties protected by programmed hazard reduction works	118,021	154,211	167,533	165,945	146,292	124,414	116,977	131,388
Five years average properties protected by total programmed hazard reduction works	96,313	115,612	128,593	136,063	150,400	151,679	144,232	137,003
Target five years average properties protected by total programmed hazard reduction works				132,793	136,793	140,793	144,793	148,793

PROPERTIES PROTECTED: BY AGENCY

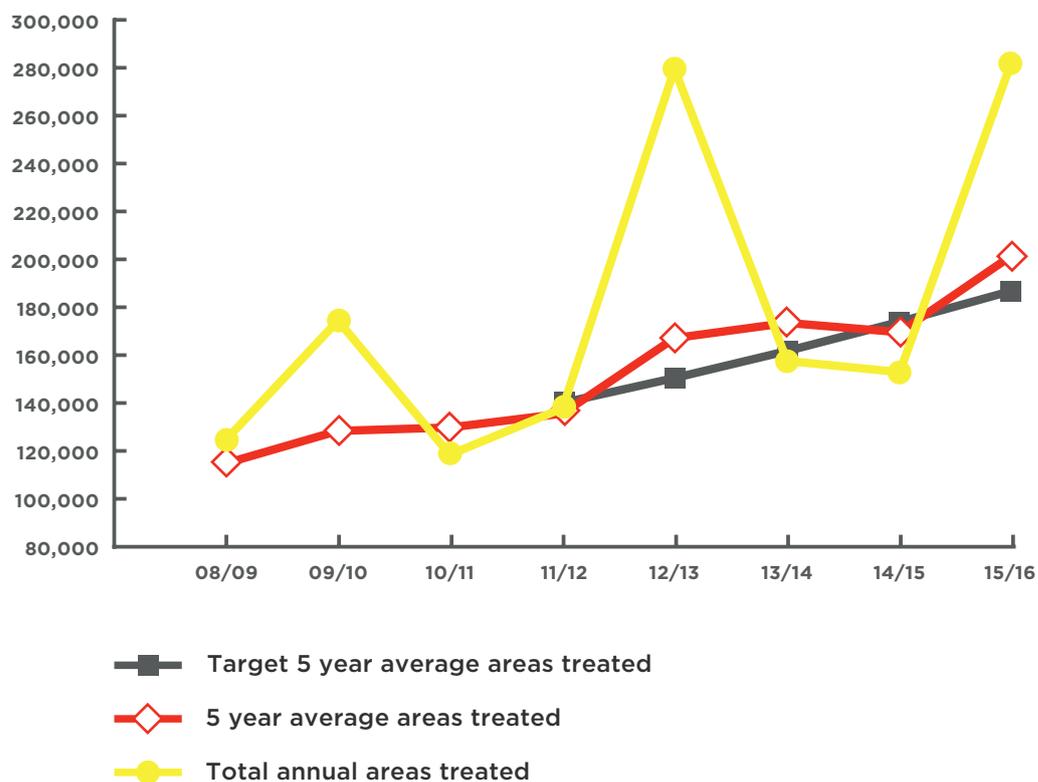
	Target	Number of properties protected	Completed v target (%)
Department of Primary Industries (Crown Lands)	18,854	24,219	128.5%
Local Government Authority	57,737	42,466	73.6%
NSW National Parks and Wildlife Service	16,852	20,848	123.7%
Other	1,384	2,040	147.4%
Forests Corporation of NSW	1,297	4,346	335.1%
Fire & Rescue NSW	4,219	2,735	64.8%
NSW RFS	48,450	34,734	71.7%

COMPLETED HAZARD REDUCTION WORKS SUMMARY BY TENURE

	Burning (ha)	Mechanical (ha)	Other (ha)	Total (ha)
Australian Rail Track Corporation	124.15	62.21	0.00	186.36
Catchment Authority	169.94	23.49	234.01	427.44
Commonwealth	119.74	0.90	0.00	120.64
Dept of Primary Industries (Crown Lands)	5,379.69	2,743.10	65.70	8,188.49
Local Government Authority	1,386.85	10,517.88	2,959.31	14,864.04
NSW National Parks and Wildlife Service	203,608.69	2,279.55	1.09	205,889.33
Other	9,180.72	654.26	0.00	9,834.98
Private	10,964.87	371.47	11.29	11,347.63
Railcorp	1.59	0.83	0.00	2.42
Roads and Maritime Services	0.00	450.07	67.27	517.34
Forests Corporation of NSW	33,991.71	30.75	0.00	34,022.46
Total hazard reduction areas	264,927.95	17,134.51	3,338.67	285,401.13

NOTE: The total hazard reduction areas on land tenure exclude 299.49 hectares by grazing means.

Increase the annual average level of area treated by hazard reduction activities by 45 percent by 2016



AVERAGE LEVEL OF THE AREA TREATED BY HAZARD REDUCTION

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Total annual hazard reduction area completed (ha)	123,334.51	174,705.85	117,633.25	138,211.48	281,492.19	157,222.46	152,157.44	285,401.13
Five year average total area of hazard reduction work completed (ha)	113,946	126,915	128,894	135,688	167,075	173,853	169,343	202,897
Target five years average total area of hazard reduction works completed (ha)				139,900	150,435	161,762	173,943	187,041

NOTE: All measurements are in hectares.

HAZARD REDUCTION AREAS COMPLETED: BY LAND TENURES VERSUS TARGET

Land tenure	Target	Completed HR Area by method				Completed v target(%)
		Burning	Mechanical	Other	Total	
Australian Rail Track Corporation	292.2	124.15	62.21	0.00	186.36	63.8%
Catchment Authority	434.8	169.94	23.49	234.01	427.44	98.3%
Commonwealth	136.3	119.74	0.90	0.00	120.64	88.5%
Dept of Primary Industries (Crown Lands)	2,783.5	5,379.69	2,743.10	65.70	8,188.49	294.2%
Local Government Authority	12,498.6	1,386.85	10,517.88	2,959.31	14,864.04	118.9%
NSW National Parks and Wildlife Service	135,000	203,608.69	2,279.55	1.09	205,889.33	152.5%
Other	2,733.8	9,180.72	654.26	0.00	9,834.98	359.8%
Private	11,145.4	10,964.87	371.47	11.29	11,347.63	101.8%
Railcorp	242.1	1.59	0.83	0.00	2.42	1.0%
Roads and Maritime Services	631.8	0.00	450.07	67.27	517.34	81.9%
Forestry Corporation of NSW	21,142.6	33,991.71	30.75	0.00	34,022.46	160.9%

Hazard Reduction Undertaken By the NSW RFS

While not a land management agency, members of the Service contribute significantly to hazard reduction activities in support of land management agencies and private property owners. During the reporting year, the NSW RFS undertook 1,687 hazard reduction works comprising approximately 34,282 hectares of hazard reduction work protecting a total number of 34,734 assets with a value of \$15.3 billion (based on median insurance house and contents value in Sydney 2004 - McAneney K. J . 2005).

HAZARD REDUCTION CERTIFICATES ISSUED

(Streamlined environmental approval of hazard reduction - pursuant to section 100f and G)

Certificate issuing agency	Number Issued	% of total
Department of Primary Industries (Crown Lands)	265	14.19%
Local Government Authority	333	17.83%
NSW National Parks and Wildlife Service	131	7.01%
NSW RFS	1,104	59.10%
Other	35	1.87%
Total	1,868	100%

HAZARD COMPLAINTS RECEIVED

Land tenure	Complaints received	% of total
Private land	1,033	64.28%
Council land	412	25.64%
State Government land	140	8.71%
Commonwealth land	2	0.12%
Australian Rail Track Corporation land	8	0.50%
To be determined	12	0.75%
Total	1,607	100%

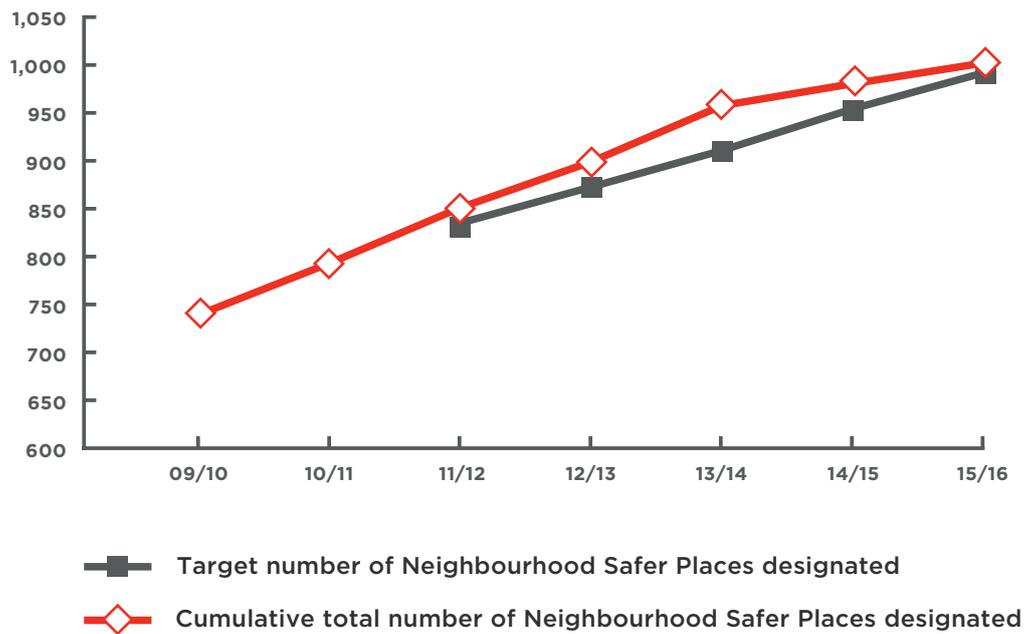
INSPECTIONS, FORMAL NOTICES AND ENFORCEMENT WORKS

Land tenure	Complaints received	% of total
1,984	140	25

PERMITS ISSUED UNDER THE *RURAL FIRES ACT 1997*

Permits issued by	Number Issued	% of total
Fire & Rescue NSW	621	2.53%
NSW RFS	23,893	97.47%
Total	24,514	100%

1.3 Neighbourhood Safer Places



NEIGHBOURHOOD SAFER PLACES

	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Cumulative total number of Neighbourhood Safer Places designated	740	793	849	900	959	983	1,002
Target number of Neighbourhood Safer Places designated			833	873	913	953	993

2.1 Waste Handling Report

The NSW Rural Fire Service continues to be committed to minimising the amount of waste to landfill and improving procurement procedures to ensure the Government’s targets in this area are achieved. Waste separation procedures were introduced to further the organisation’s ability to achieve improved targets.

Data was compiled on the amount of paper recycled and office equipment wastes, including toner cartridges and printer ribbons. Paper avoidance strategies continue through the extensive use of email, computer generated forms and the internet as well as double-sided printing and photocopying of documents.

Recycling at the NSW RFS Headquarters in Lidcombe included:

- 4,150 kg paper waste
- 740 kg co-mingled (glass bottles, aluminium cans, PET)
- 8,300 kg cardboard
- 100 percent of all used toner cartridges
- 100 percent of obsolete computers and computer monitors

Additionally, the NSW Rural Fire Service incorporates sustainable energy management practices, including using whole of government energy contracts and purchasing 6% green power.

2.2 Environmental Score Performance Report

	Score
EPS (All Corporate Passenger Vehicles)	14.1
EPS (All Corporate Light Commercial Vehicles)	9.5

The figures are based on corporately marked vehicles; no operationally marked vehicles have been included in this report.

2.3 Digital Information Security Annual Attestation Statement for the 2015-2016 Financial Year for NSW Rural Fire Service (RFS)

I, Commissioner Shane Fitzsimmons, am of the opinion that RFS had an Information Security Management System in place during the 2015-2016 financial year that is consistent with the Core Requirements set out in the NSW Government Digital Information Security Policy.

The controls in place to mitigate identified risks to the digital information and digital information systems of RFS are adequate.

- A. There is no agency under the control of RFS which is required to develop an independent ISMS in accordance with the NSW Government Digital Information Security Policy.
- B. The RFS has maintained compliance with ISO 27001 Information technology - Security techniques - Information security management systems - Requirements and independently reviewed by an independent party during the 2015-2016 financial year.

Information security is a key focus area for RFS and, as such a risk based approach has been taken to implement the current security controls. A number of independent third party reviews of the RFS ISMS have been carried out, which assessed compliance against various sections of the ISO 27001:2013 standard. As a result, actions to align the current ISMS to the ISO 27001:2013 standard have been undertaken, and are in progress.

The RFS ISMS has matured over the last 12 months, and is better aligned to the ISO 27001:2013 standard. As RFS continues to operate the current ISMS, RFS will continually monitor its compliance, effectiveness, and benefits, in order to decide if certification to ISO 27001:2013 will be targeted for this financial year.



Shane Fitzsimmons, AFSM
NSW RFS Commissioner

NB: Risk management and insurance activities appear on page 146.

3.1 Salaried and volunteer members

	2016	2015	2014
Full Time Equivalent Positions (FTE)	855	824	822
Headcount at Census	884	849	858
Volunteer members	73,162	74,516	73,746

This report is based on the Workforce Profile Report submitted to the Public Service Commission.

3.2 Executive Remuneration

Senior Executives	2016		2015		2014	
Band	Female	Male	Female	Male	Female	Male
Band 4	0	0	0	0	0	0
Band 3	0	1	0	1	0	1
Band 2	1	3	1	4	1	2
Band 1	3	11	2	11	1	15
Totals	4	15	3	16	2	18
	19		19		20	

Band	2016 Range	Average Remuneration		
		2016	2015	2014
Band 4	(441,201 - 509,750)	-	-	-
Band 3	(313,051 - 441,200)	407,663	397,720	336,850
Band 2	(248,851 - 313,050)	277,345	265,031	273,633
Band 1	(174,500 - 248,850)	201,923	190,102	178,302

5.08 % of NSW RFS employee related expenditure in 2016 was related to senior executives, compared with 4.87% in 2015 and 4.67% in 2014.

3.3 Membership applications

	2016	2015	2014
New member applications	4,128	4,558	6,408
(includes junior member applications)	(134)	(298)	(410)

3.4 Equal opportunity and Workforce Diversity

Trends in representation of EEO Groups				
EEO Group	Benchmark/Target	2016	2015	2014
Women	50%	34.4%	34.2%	34.4%
Aboriginal People and Torres Strait Islanders	2.6%	2.0%	1.2%	1.3%
People whose First Language Spoken as a Child was not English	19.0%	5.0%	5.2%	5.6%
People with a Disability	N/A	4.7%	5.1%	5.0%
People with a Disability Requiring Work-Related Adjustment	1.5%	2.7%	3.1%	3.4%

3.4 Equal opportunity and Workforce Diversity (cont.)

Trends in distribution of Workforce Diversity Groups				
Workforce Diversity Group	Benchmark/ Target	2016	2015	2014
Women	100	92	90	91
Aboriginal People and Torres Strait Islanders	100	N/A	N/A	N/A
People whose First Language Spoken as a Child was not English	100	110	107	106
People with a Disability	100	110	109	113
People with a Disability Requiring Work-Related Adjustment	100	116	114	116

NOTE 1: A Distribution Index of 100 indicates that the centre of the distribution of the Workforce Diversity Group across salary levels is equivalent to that of other staff. Values less than 100 mean that the Workforce Diversity Group tends to be more concentrated at lower salary levels than is the case for other staff. The more pronounced this tendency is, the lower the index will be. In some cases the index may be more than 100, indicating that the Workforce Diversity Group is less concentrated at lower salary levels.

NOTE 2: The Distribution Index is not calculated where Workforce Diversity Group or non-Workforce Diversity Group numbers are less than 20.

3.5 Public Interest Disclosures (PID)

The table below provides the information that is mandatory for the NSW RFS to include in the annual report in accordance with the *Public Interest Disclosures Act 1994* and the Public Interest Disclosures Regulation 2011.

	Made by public officials performing their day to day functions	Under statutory or other legal obligation	All other PIDs
Number of public officials who made PIDs directly	2	0	7
Number of PIDs received	2	0	9
<i>Of PIDs received, number primarily about:</i>			
<i>Corrupt Conduct</i>	1	0	5
<i>Maladministration</i>	0	0	4
<i>Serious and Substantial waste</i>	1	0	0
<i>Government Information Contravention</i>	0	0	0
<i>Local Government pecuniary interest contravention</i>	0	0	0

Number of PIDs finalised (since 1 January 2012)

12

Additional Information	Response
Does NSW RFS have an internal reporting policy?	Yes. NSW RFS Service Standard 1.1.30 V1 Public Interest Disclosures was revised and V2 was published 2 May 2016
Has head of agency taken actions to meet staff awareness obligations?	Publication of Service Standard 1.1.30 on the public website, intranet and MyRFS NSW RFS tailored PID training conducted by the NSW Ombudsman in Q4 2015/16 Additional PID officers nominated

3.6 Reported Injuries and Registered Workers Compensation Claims

Injury Type	Reported Injuries			Workers Compensation Claims	
	Volunteer member	Salaried Member	Non RFS Personnel	Volunteer Member	Salaried Member
Breathing difficulties	10	0	0	1	0
Burns	15	3	0	3	0
Contusion with skin intact	40	10	3	8	2
Dislocation	9	1	0	9	0
Foreign body in eye, ear, nose, respiratory or digestive systems	16	12	0	3	4
Fracture	14	0	0	14	1
Head injury	9	2	1	3	3
*Heart attack / chest pains	4	0	1	2	0
Heat stress / heat stroke	32	0	1	12	0
Injuries to nerves and spinal cord	4	0	0	1	0
Internal injury of chest, abdomen and pelvis	6	3	0	0	0
Laceration / abrasion	74	22	3	21	7
Other muscle stress	8	4	0	8	3
Poisoning and toxic effects of substances	57	26	1	8	4
Psychological disorders	7	4	0	6	6
Smoke inhalation	16	1	0	15	1
Sprains and strains of joints and adjacent muscles	127	43	5	55	29
Superficial injury	28	11	1	14	4
TOTAL	476	142	16	183	64
GRAND TOTAL			634		247

*One injury resulted in a firefighter fatality

NOTE: There were no prosecutions under the *Work Health and Safety Act 2011* in the reporting period.

3.7 Learning and Development - NSW RFS Training activity

Volunteers and their qualifications	2016	2015	2014
Bush Firefighters	2,674	3,176	3,319
Village Firefighters	729	860	652
Advanced Firefighters	527	591	628
Crew Leaders	292	333	245*
Group Leaders	24	55	40
First Aid	1,826	2,266	1,839
Breathing Apparatus	559	646	561
Chain Saw Operators	616	789	798
Rural Fire Drivers	650	602	565
NSW RFS Instructors	123	134	114
NSW RFS Training Coordinators	15	58	41
NSW RFS Assessors	76	118	91
Assessor Advocates	6	6	23

*Crew Leaders are members attaining CLS (pre-requisite for CLS is to hold CLV & CLW)

Figures generated by SAP LSO database only cover qualifications generated by electronic databases within each reporting year. Figures are inclusive of newly certified and recertified members

3.8 Counselling and Support Unit

	Critical Incident Support Services (CISS)		Member Assistance Program (MAP)		Employee Assistance Program (EAP)	
	# of requests	# of personnel assisted	Hours	# of new requests	Internal	External
2016	259	808	10,401	363	77	21
2015	273	786	8,522	347	92	26
2014	259	617	8,203	308	89	22

NOTE: These figures do not account for pre-incident information and education sessions provided throughout the reporting year.

3.9 Chaplaincy and Family Support Network Activity

Chaplaincy Activity	Totals - Senior Chaplain and Senior Family Support Chaplain			Totals - Volunteer Fire District Chaplains and Family Support volunteers		
	2016	2015	2014	2016	2015	2014
Visits to NSW RFS Headquarters	148	155	160	0	0	2
Visits to Fire Control Centres	41	19	38	410	435	455
Visits with Fire Control Officers	35	17	31	204	215	225
Visits to Rural Fire Brigades	32	38	45	152	148	140
Regional Conferences	3	0	0	1	0	0
State Management Conferences	0	0	0	0	0	0
Brigade Captains Meetings	0	0	0	42	36	38
Seminars & Conferences	3	4	3	0	23	0
Station Openings & Dedications	3	4	3	6	8	5
Fire Fleet Blessings & Services	8	11	9	28	48	54
Personal & Family Counselling	87	78	84	352	364	372
Telephone Support & Counselling	242	210	255	290	320	295
Home Visits-Members & Family	73	35	27	168	175	182
Hospital Visitation-Members	51	40	62	125	169	165
Funeral Services Conducted	10	7	11	5	9	8
Infant Christenings/ Dedications	1	0	1	0	4	6
Service Weddings	4	5	4	2	6	4
Rural Fire Service Callouts	4	9	8	77	136	130
FRNSW Callouts	1	0	0	0	0	0
NSW Parks and Wildlife Service Callouts	0	0	0	0	0	0
Respond to Suicides/Postvention	0	0	0	12	0	1
Championship & Field Days	3	5	6	2	2	2
Critical Incident Support	18	30	35	15	19	28
Work Cover and other NSW RFS Meetings	115	51	49	0	0	0
Total kms travelled	56,412	53,021	50,764	10,936	18,660	22,515

3.10 Bushfire Natural Hazards Cooperative Research Centre (BNHCRC)

Year	Cash Contribution	In-kind Contribution*	Additional Bush Fire CRC Research Contribution
2014	\$334,000	\$562,912	\$250,000*
2015	\$370,000	\$457,008	N/A
2016	\$380,717	\$306,722	N/A

The in-kind contribution is based on a schedule of predetermined values for various levels of contribution towards BNHCRC outcomes or research utilisation. It also includes a component of actual costs incurred by the NSW RFS towards achieving these outcomes, such as travel expenses to attend conferences.'

*For the commissioned research into the October 2013 Fires in NSW.

3.11 Consultative Committees

The Rural Fire Service Association (RFSA) is a state-wide non-partisan member association and a valued partner of the NSW RFS. The NSW RFS Commissioner relies on a number of consultative committees, comprising RFSA representatives and senior staff of the Service, for advice on the NSW RFS operations and management.

The Committees that met in the reporting period were: Community Engagement, Membership Services (including the Young Members Group, a sub-group of the Membership Services Consultative Committee), Infrastructure Services and Operations. Details of representation and attendance at this Committee are set out as follows.

APPENDICES - MEMBERSHIP AND STRATEGIC SERVICES

COMMUNITY ENGAGEMENT CONSULTATIVE COMMITTEE

Name	Attendance	No. Eligible to Attend
Brad Scutella (Chair)	2	3
Marcia LeBusque (Deputy Chair)	3	3
Neil Thompson#	2	2
Bruce (Jamie) Bertram	3	3
Helen Riedl#	2	2
Barry Kennedy#	2	2
Glenn O'Rourke	3	3
Donna Brotherson	3	3
Jayne Leary	3	3
Victoria Williams#	2	2
Raewyn Macky*	1	1
David Harris*	1	1
Richard Thorek*	1	1
Irene Hancock*	1	1

*Appointed January 2016; #Appointment ceased January 2016

INFRASTRUCTURE SERVICES CONSULTATIVE COMMITTEE

Name	Attendance	No. Eligible to Attend
Assistant Commissioner Bruce McDonald, AFSM (Chair)	3	3
Brian McDonough (Deputy Chair)	3	3
Mark Ross	3	3
Pat Bradley	3	3
Troy Dowley	3	3
Sally Smith#	2	2
Steve Jones	0	2
Jim Smith, AFSM	1	2
Steve Smith	1	3
Tom Nolles, AFSM	0	2
Jason Lewington*	1	1
David Wynd	1	1
Terry Job	1	1

*Appointed January 2016; #Appointment ceased January 2016

MEMBERSHIP SERVICES CONSULTATIVE COMMITTEE

Name	Attendance	No. Eligible to Attend
Bronwyn Jones, PSM (Chair)	1	3
Ken Middleton (Deputy Chair until September 2015)	1	1
Chris Powell, AFSM (Deputy Chair from September 2015)	2	2
Steve Mepham#	2	2
Helen Carlos	3	3
David Doblinger	3	3
Sean McArdle, AFSM	2	2
Glenn Wall#	2	2
Peter Burfitt	3	3
Peter Mooney#	2	2
Robyn Martyn#	1	2
Gerard McLellan*	1	1
Bill Elder*	1	1
Greg Fisher*	1	1
Michael Cooksley*	1	1
Philip Baer, AFSM*	1	1

* Appointed January 2016; # Appointment ceased January 2016

APPENDICES - MEMBERSHIP AND STRATEGIC SERVICES

YOUNG MEMBERS GROUP

Name	Attendance	No. Eligible to Attend
Narelle Koteff	2	3
Kristine Wendtman	2	3
Tim Arnott+	1	1
David Stimson^	1	2
Brooke Bevan *	1	3
Christopher Syme *	3	3
Megan Goddard	3	3
Nathan Barnden	3	3
Nathan Inwood *	3	3
Stephanie Huysmans (Chair)	3	3
Jayden Nichols *	2	3
Renee Smith#	1	3
Jackson Meaney#	2	3
Jamie Laws#	1	3
Christian Bond*	1	1
Liz Algie*	1	1
Morgan Fraser*	1	1
Philip Brunsdon*	1	1

+ Appointment ceased September 2015

^ Appointment commenced September 2015

* Appointed January 2016

Appointment ceased January 2016

OPERATIONS CONSULTATIVE COMMITTEE

Name	Attendance	No. Eligible to Attend
Deputy Commissioner Rob Rogers, AFSM (Chair)	1	3
David Hoadley, AFSM (Deputy Chair until July)	1	1
Ken Middleton (Deputy Chair July-March 2016)	1	1
Peter Mooney (Deputy Chair from March 2016)	1	1
Wayne Halliday#	0	2
Peter Arthur#	2	2
Krystaal Hinds	1	3
Brendon Ede	3	3
David Stimson#	1	2
Steve Robinson#	2	2
Bill Clifford	2	2
Geoff Ryan	2	3
Donald Peach	1	1
Elizabeth Ferris, AFSM*	1	1
John Fitzgerald, AFSM*	1	1
Phil Spicer*	1	1
Brenton Walton*	1	1

*Appointed January 2016

Appointment ceased January 2016

3.12 Awards

BRAVERY AND SERVICE AWARDS (INTERNAL)

	Volunteer Members	Salaried Members	Total
Commissioner's Award for Valour	Nil	Nil	Nil
Commissioner's Commendation for Bravery	Nil	Nil	Nil
Commissioner's Commendation for Service	2	Nil	2
Deputy Captain Derek Colebrook, Nelligen Rural Fire Brigade, Far South Coast Team, Region South			
Firefighter Rudy Schuett AFSM, Moonee Brigade, Mid North Coast Team, Region North			
Commissioner's Certificate of Commendation (Unit)	5	1	6
Braefield/Dury 1, Wallabadah 1, Big Jacks Creek 1, Curabubula Rural Fire Brigade and Merriwa River Rural Fire Brigade, Liverpool Range Zone, Region North			
Kenthurst Rural Fire Brigade, The Hills District, Region East			
Lithgow District Brigades, Region East			
Lower Hunter Zone, Region East			
Professional Standards Unit - Operation Vika Response, NSW RFS Headquarters			
The Lakes Team Brigades, Region East			
Commissioner's Certificate of Commendation (individual)	4	3	7
Chief Superintendent Alan Brinkworth (ret'd) AFSM, NSW RFS Headquarters			
Captain Michael Browne, Forbes Central Brigade, Mid Lachlan Valley Team, Region West			
District Officer Alex Chesser, Warringah Pittwater District, Region East			
Firefighter Brendon Lewis, Pacific Palms Rural Fire Brigade, Gloucester Great lakes Team, Region East			
Firefighter Barbara McMillen, Eglington Rural Fire Brigade, Chifley Zone, Region East			
Group Captain Maurice McMillen, Eglington Rural Fire Brigade, Chifley Zone, Region East			
Michelle Wakka, Professional Standards Unit, NSW RFS Headquarters			

	Volunteer Members	Salaried Members	Total
Commissioner's Unit Citation for Bravery	Nil	Nil	Nil
Commissioner's Unit Citation for Service	4	0	4
Jeremy Wong, Paul Moroney, Nicholas Samaan, Nathan Bower, William Shearman, Mark Unwin, Grahame McLeod, Peter Nixon, Timothy Stocker and Lachlan Crammond, Kellyville Rural Fire Brigade, The Hills District Region East			
Bill Duncan OAM, Chris Talbert, Sue Talbert, Ray Hancock and Jenny Hancock, Kenthurst Firewise Resident Awareness Program Coordinating Group Kenthurst Rural Fire Brigade, The Hills District, Region East			
Vic Fischer, David Aberdeen and Cody Runciman, Kyogle Rural Fire Brigade, Northern Rivers Zone, Region North			
Ken Thornton, Justin Honnor, Bradley Feddersen, Sonia Broadbent, Nikolaus Ramin and Tim Honnor, Willow Tree 2 and Willow Tree 7, Willow Tree Rural Fire Brigade, Liverpool Range Zone, Region North			
Totals	15	4	19

NSW RFS LONG SERVICE MEDALS/CLASPS

Long Service Medals	Volunteer members	Salaried members	Totals
10 yr Long Service Medal	639	6	645
20 yr Long Service Medal	405	5	410
30 yr Long Service Medal	259	4	263
40 yr Long Service Medal	181	6	187
50 yr Long Service Medal	122	0	122
60 yr Long Service Medal	54	0	54
70 yr Long Service Medal	6	0	6
Totals	1,666	21	1,687

APPENDICES - MEMBERSHIP AND STRATEGIC SERVICES

PUBLIC SERVICE MEDAL (AUSTRALIAN HONOURS SYSTEM)

Public Service Medal	Volunteer members	Salaried members	Totals
Queen's Birthday	0	1	1
Bronwyn Jones, Executive Director, Membership and Strategic Services			
Totals			

AUSTRALIAN FIRE SERVICE MEDAL (AUSTRALIAN HONOURS SYSTEM)

Australian Fire Service Medal	Volunteer members	Salaried members	Totals
Australia Day	7	0	7
Phillip William Baer, Deputy Captain, South West Slopes Zone, Region West			
John Maurice Bourke, Firefighter, Illawarra Zone, Region East			
Darryl Max Lang, Senior Deputy Captain, Lower North Coast Zone, Region North			
Kevin Joseph Martin, Group Captain, The Lakes Team, Region East			
Leslie Prosper Nowland, Communications Deputy Captain, Hunter Valley Team, Region East			
William Pownall, Group Captain, Namoi-Gwydir Team, Region North			
Colin Smeeth, Captain, MIA Zone, Region South			
Queen's Birthday	4	1	5
Joseph Brown, Firefighter, Canobolas Zone, Region West			
Alec Ralph Byers, Group Captain, Namoi-Gwydir Team, Region North			
Patrick James Linnane, Group Captain, Chifley Zone, Region East			
Christopher Gilbert Nesbitt, Firefighter/Inspector-Retired, The Hills District, Region East			
Alfred Henry Snowden, Firefighter, Mid Coast, Region East			
Totals	11	1	12

NATIONAL MEDAL/CLASPS

National Medal/Clasps	Volunteer members	Salaried members	Totals
Medals	51	2	53
Clasps	50	0	50
Totals	101	2	103

4.1 Internal Audit and Risk Management Statement 2015/16



NSW RURAL FIRE SERVICE



Internal Audit and Risk Management Attestation Statement for the 2015-2016 Financial Year for the NSW Rural Fire Service

I, Shane Fitzsimmons, am of the opinion that the NSW Rural Fire Service has internal audit and risk management processes in operation that are, excluding the transitional arrangements described below, compliant with the eight (8) core requirements set out in the *Internal Audit and Risk Management Policy* for the *NSW Public Sector*, specifically:

Core Requirements	Compliance
1. Risk Management Framework	
1.1. The agency head is ultimately responsible and accountable for risk management in the agency	Compliant
1.2. A risk management framework that is appropriate to the agency has been established and maintained and the framework is consistent with AS/NZS ISO 31000:2009	Compliant
2. Internal Audit Function	
2.1. An internal audit function has been established and maintained	Compliant
2.2. The operation of the internal audit function is consistent with the International Standards for the Professional Practice of Internal Auditing	Compliant
2.3. The agency has an Internal Audit Charter that is consistent with the content of the 'model charter'	In Transition
3. Audit and Risk Committee	
3.1. An independent Audit and Risk Committee with appropriate expertise has been established	In Transition
3.2. The Audit and Risk Committee is an advisory committee providing assistance to the agency head on the agency's governance processes, risk management and control frameworks, and its external accountability obligations	Compliant
3.3. The Audit and Risk Committee has a Charter that is consistent with the content of the 'model charter'	In Transition

4.1 Internal Audit and Risk Management Statement 2015/16 (cont.)

Membership

The chair and members of the Audit and Risk Committee are:

- Independent Chair, Ms Gerardine Brus, 2 October 2014 to 1 October 2018.
- Independent Member, Mr Arthur Butler, 2 October 2014 to 1 October 2018
- Independent Member, Mr David Roden, 25 February 2016 to 24 February 2020
- Non-independent member, Mr Brad Scutella, 26 June 2015 to 24 February 2016

I, Shane Fitzsimmons, advise that the internal audit and risk management processes for the NSW Rural Fire Service depart from the following core requirements set out in the Internal Audit and Risk Management Policy for the NSW Public Sector:

The departure from the core requirements is due to the agency implementing measures to achieve compliance with new policy requirements consistent with the permitted transitional arrangements.

Departure In Transition	Reason for departure and description of practicable alternative measures implemented/being implemented
2.3 The agency has an Internal Audit Charter that is consistent with the content of the 'model charter'	New Internal Audit Charter consistent with the 'model charter' approved and implemented February 2016
3.1 An independent Audit and Risk Committee with appropriate expertise has been established	Independent Audit and Risk Committee established in February 2016
3.3 The Audit and Risk Committee has a Charter that is consistent with the content of the 'model charter'	New Audit and Risk Committee Charter consistent with the 'model charter' approved and implemented February 2016

These processes, including the practicable alternative measures implemented, demonstrate that the NSW Rural Fire Service has established and maintained frameworks, including systems, processes and procedures for appropriately managing audit and risk within the NSW Rural Fire Service.



Shane Fitzsimmons, AFSM
Commissioner NSW Rural Fire Service
Date: 13-9-16



Brad Scutella
Executive Director, Executive Services
Telephone: 8741 5102
Email: brad.scutella@rfs.nsw.gov.au

13/9/16

4.2 Government Information (Public Access) 2015/16 statistics

TABLE A: NUMBER OF APPLICATIONS BY TYPE OF APPLICANT AND OUTCOME

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media								
Members of Parliament		1						
Private sector business	1	43	1	1				2
Not for profit organisations or community groups		1				1		
Members of the public (application by legal representative)	1	14						
Members of the public (Other)	4	19		1	1		1	

4.2 Government Information (Public Access) 2015/16 statistics (cont.)

TABLE B: NUMBER OF APPLICATIONS BY TYPE OF APPLICATION AND OUTCOME

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Personal information applications		5						
Access applications (other than personal information applications)	6	71	1	2	1	1	1	2
Access applications that are partly personal information applications and partly other		2						

4.2 Government Information (Public Access) 2015/16 statistics (cont.)

TABLE C: INVALID APPLICATIONS

Reason for invalidity	No of applications
Application does not comply with formal requirements (section 41 of the <i>Act</i>)	4
Application is for excluded information of the agency (section 43 of the <i>Act</i>)	
Application contravenes restraint order (section 110 of the <i>Act</i>)	
Total number of invalid applications received	4
Invalid applications that subsequently became valid applications	3

TABLE D: CONCLUSIVE PRESUMPTION OF OVERRIDING PUBLIC INTEREST AGAINST DISCLOSURE: MATTERS LISTED IN SCHEDULE 1 TO THE *ACT*

	Number of times consideration used
Overriding secrecy laws	
Cabinet information	
Executive Council information	
Contempt	
Legal professional privilege	
Excluded information	1
Documents affecting law enforcement and public safety	
Transport safety	
Adoption	
Care and protection of children	1
Ministerial code of conduct	
Aboriginal and environmental heritage	

4.2 Government Information (Public Access) 2015/16 statistics (cont.)

TABLE E: OTHER PUBLIC INTEREST CONSIDERATIONS AGAINST DISCLOSURE: MATTERS LISTED IN TABLE TO SECTION 14 OF THE ACT

	Number of occasions when application not successful
Responsible and effective government	1
Law enforcement and security	1
Individual rights, judicial processes and natural justice	74
Business interests of agencies and other persons	9
Environment, culture, economy and general matters	
Secrecy provisions	
Exempt documents under interstate Freedom of Information legislation	

TABLE F: TIMELINES

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	102
Decided after 35 days (by agreement with applicant)	2
Not decided within time (deemed refusal)	1
Total	105

4.2 Government Information (Public Access) 2015/16 statistics (cont.)

TABLE G: NUMBER OF APPLICATIONS REVIEWED UNDER PART 5 OF THE ACT (BY TYPE OF REVIEW AND OUTCOME)

	Decision varied	Decision upheld	Total
Internal review		2	2
OIC review			
Internal review following recommendation under section 93 of the Act			
Review by NCAT			
Total		2	2

TABLE H: APPLICATIONS FOR REVIEW UNDER PART 5 OF THE ACT (BY TYPE OF APPLICANT)

	Number of applications for review
Applications by access applicants	2
Applications by persons to whom information the subject of the access application relates (see section 54 of the Act)	

TABLE I: APPLICATIONS TRANSFERRED TO OTHER AGENCIES UNDER DIVISION 2 OF PART 4 OF THE ACT (BY TYPE OF TRANSFER)

	Number of applications transferred
Agency-initiated transfers	18
Applicant-initiated transfers	

4.2 Government Information (Public Access) 2015/16 statistics (cont.)

STATISTICS REQUIRED BY CLAUSE 7 OF THE GOVERNMENT INFORMATION (PUBLIC ACCESS) REGULATION 2009

Total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)	109
Total number of access applications received by the agency during the reporting year that the agency refused, either wholly or partly because the application was for the disclosure of information referred to in Schedule 1 to the <i>Act</i> .	2

4.3 Committees

RURAL FIRE SERVICE ADVISORY COUNCIL (RFSAC)

The RFSAC met on two occasions during the reporting period and attendance was as follows:

Name	Organisation	Attendance/ Represented
Commissioner Shane Fitzsimmons, AFSM	NSW RFS	2
Cr Keith Rhoades AFSM	Local Government NSW	1
Cr Chris Manchester	Local Government NSW	2
Mr John Parker	NSW Rural Fire Service Association	1
Mr Warren Cree	NSW Rural Fire Service Association	2
Mr Michael Brett	NSW Rural Fire Service Association	2
Mr Rob Pallin	Nature Conservation Council of NSW	1
Mr Graham Brown	NSW Farmers Association	2
Mr Karl Sullivan	Insurance Council of Australia	0/1

AUDIT AND RISK COMMITTEE (ARC)

The ARC met on seven occasions during the reporting period and attendance was as follows:

Name	Role	Attendance
Ms Gerardine Brus	Independent Chair	7
Mr Arthur Butler	Independent Member	7
Mr David Roden	Independent Member	3
Mr Brad Scutella	Member, Executive Director Executive Services, NSW RFS	4

NOTE: Mr David Roden was appointed as an independent member in February 2016 (replacing Mr Brad Scutella)

BUSH FIRE CO-ORDINATING COMMITTEE (BFCC)

The BFCC met on four occasions during the reporting period and attendance was as follows:

Name	Organisation	Attendance/ Represented
Commissioner Shane Fitzsimmons, AFSM	NSW RFS	4
Deputy Commissioner Jim Smith, AFSM	Fire & Rescue NSW	1/3
Dr Ross Dickson	Forestry Corporation NSW	3
Ms Naomi Stephens	National Parks & Wildlife Service	3/1
Cr Keith Rhoades, AFSM	Local Government NSW	1
Cr Chris Manchester	Local Government NSW	1
Superintendent David Hoadley AFSM	NSW Rural Fire Service Association	4
Assistant Commissioner Alan Clarke, APM	NSW Police Force	0/2
Mr Bob Conroy	Representing Minister for the Environment	2
Mr Rob Pallin	Nature Conservation Council of NSW	3/1
Mr Graham Brown	NSW Farmers Association	3
Dr Allison Rowlands	Department of Justice (Disaster Welfare)	1/2
Mr Tim Wilkinson	NSW Trade & Investment (Crown Lands)	0/3
Mr Simon Oliver	NSW Trade & Investment (Biosecurity NSW)	1/2

APPENDICES - EXECUTIVE SERVICES

FIRE SERVICES JOINT STANDING COMMITTEE (FSJSC)

The FSJSC met on four occasions during the reporting period and attendance was as follows:

Name	Organisation	Attendance/ Represented
Commissioner Greg Mullins, AFSM	Fire and Rescue NSW	4
Commissioner Shane Fitzsimmons, AFSM	NSW RFS	2/2
Chief Superintendent Paul McGuiggan	Fire and Rescue NSW	3
Superintendent Paul Jones	NSW RFS	4
Mr Jim Casey	Fire Brigade Employees' Union of NSW	1/2
Superintendent Michael Brett	NSW Rural Fire Service Association	3/1

LOCAL GOVERNMENT LIAISON COMMITTEE (LGLC)

The LGLC met on two occasions during the reporting period and attendance was as follows:

Name	Organisation	Attendance/ Represented
Commissioner Shane Fitzsimmons, AFSM	NSW RFS	2
Mr Brad Scutella	NSW RFS	1/1
Assistant Commissioner Jason Heffernan	NSW RFS	2
Cr Keith Rhoades, AFSM	Local Government NSW	1
Cr Chris Manchester	Local Government NSW	1
Mr Chris Powell	NSW Rural Fire Service Association	1/1

CORPORATE EXECUTIVE GROUP (CEG)

The CEG met on eight occasions during the reporting period and attendance was as follows:

Name	Organisation	Attendance / Represented
Commissioner Shane Fitzsimmons, AFSM	NSW RFS	7
Deputy Commissioner Rob Rogers, AFSM	NSW RFS	6
Senior Assistant Commissioner Bruce McDonald, AFSM	NSW RFS	8
Mr Brad Scutella	NSW RFS	7
Ms Bronwyn Jones, PSM	NSW RFS	6
Mr Stephen O'Malley	NSW RFS	5
Assistant Commissioner Jason Heffernan	NSW RFS	8
Chief Superintendent Brett Condie	NSW RFS	7
Chief Superintendent Ken Hall	NSW RFS	6
Mr Paul Smith	NSW RFS	5
Chief Superintendent Benjamin Watson	NSW RFS	4
Ms Marcia LeBusque	NSW Rural Fire Service Association	5
Mr Steve Robinson	NSW Rural Fire Service Association	3
Mr Ken Middleton	NSW Rural Fire Service Association	8
Mr Bernard Cox	NSW Rural Fire Service Association	4
Assistant Commissioner Stuart Midgley, AFSM	NSW RFS	6
Assistant Commissioner Steve Yorke, AFSM	NSW RFS	6
Mr Matthew Smith	NSW RFS	6
Mr Stephen Glassock	NSW RFS	6

4.4 International Travel

Overseas visits undertaken by officers and employees from 1 July 2015 to 30 June 2016

Date	Country	Officer/s	Trip details
10 - 27 July 2015	Botswana	Alan Holley, Sandra Huer	Phase V Botswana Fire Management Program
29 July - 10 August 2015	Botswana and South Africa	Brian Graham, Warwick Teasdale, Danny Busch	Conclusion to the Botswana Project
16 - 20 August 2015	Rotorua NZ	Tracy McDermott Kynan Gowland Matthew Reeves	Attend NZFS structural fire fighting course
11 - 16 October 2015	Korea	Steve Yorke, Brian Graham	Wildland Fire Conference
9 - 21 November 2015	Indonesia, Thailand	Brian Graham	AHA Centre workshop and ASEAN training
9 - 15 November 2015	Singapore	Peter McKechnie	Singapore Global Fire Fighters and Paramedics Challenge
25 February 2016	Lord Howe Island	Kam Baker	Meetings (Lord Howe Island Board, Local Emergency Management Committee) and training (Lord Howe Rural Fire Brigade)
7 - 12 March 2016	USA	Peter McKechnie	Wildland Urban Fire Interface Conference
21 - 24 March 2016	USA	Stuart Midgley	Aerial Fire Fighting International Conference
6 - 12 June 2016	Osaka, Japan	Shane Fitzsimmons, Brian Graham	Represent NSW RFS at the 29th International Fire Chiefs' Association of Asia General Conference - followed by Osaka International Fire & Safety Exhibition.

4.5 Annual Report costs

The Organisational Communications team is responsible for the production of the Annual Report. The total external costs incurred in the production of this report were \$0.

The report is accessible on the NSW RFS website www.rfs.nsw.gov.au

Copies may be obtained by emailing: organisational.communications@rfs.nsw.gov.au or from the NSW RFS Headquarters, 15 Carter St, Lidcombe, 2142.

4.6 Risk Management and Insurance

Total deposit premiums (excluding GST) paid	2015/16	2014/15	2013/14	2012/13
	\$	\$	\$	\$
Workers compensation - salaried staff	843,308	680,117	758,513	1,075,260
Workers compensation - volunteers	3,500,000	2,000,000	2,000,000	2,000,000
Motor vehicle	3,374,980	3,361,510	4,981,140	3,722,780
Public liability	2,911,530	3,073,780	3,457,420	3,376,260
Property	65,630	48,610	36,010	53,390
Other	17,760	13,150	11,370	16,410
Totals	10,713,208	9,177,167	11,244,453	10,244,100

Insurance coverage is provided by the NSW Treasury Managed Fund for all areas except for workers compensation coverage for volunteers. NSW RFS volunteers are covered by the Bush Firefighters Compensation Fund administered by the WorkCover Authority.

4.7 Review Use of Credit Cards

30 June 2016

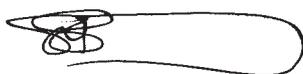
Corporate credit cards are available to approved staff of the NSW RFS upon the approval of the Chief Financial Officer or delegate.

NSW RFS corporate and purchasing credit cards are used for approved business related expenditure.

Credit card transactions by cardholders are reviewed by officers within the NSW RFS and any irregularities are reported to management.

I certify that credit card use in the NSW RFS has been in accordance with the established NSW RFS policy, Premier's Memoranda and Treasurer's Directions.

SIGNED:



Shane Fitzsimmons, AFSM
NSW RFS Commissioner

4.8 Payment Performance

AGED ANALYSIS AT THE END OF EACH QUARTER 2015/16

Quarter	Current (i.e. within due date)\$'000	Less than 30 days overdue \$'000	Between 30 and 60 days overdue \$'000	Between 61 and 90 days overdue \$'000	More than 90 days overdue \$'000
All suppliers					
September	1,865	200	18	(152)	(259)
December	3,228	1,841	1,160	91	253
March	920	392	938	12	738
June	1,726	6,163	142	19	248
Small business suppliers					
September	0	0	0	0	0
December	0	0	0	0	0
March	0	0	0	0	0
June	0	0	0	0	0

Payment Performance (cont)

ACCOUNTS DUE OR PAID WITHIN EACH QUARTER 2015/16

Measure	Sept 2015	Dec 2015	March 2016	June 2016
All suppliers				
Number of accounts due for payment	5,687	5,264	5,449	6,220
Number of accounts paid on time	4,766	4,475	5,018	5,919
Actual percentage of accounts paid on time (based on number of accounts)	83.8%	85.0%	92.1%	95.2%
Dollar amount of accounts due for payment \$'000	58,417	40,475	57,876	34,853
Dollar amount of accounts paid on time \$'000	50,413	29,453	50,250	32,815
Actual percentage of accounts paid on time (based on \$)	86.3%	72.8%	86.8%	94.2%
Number of payments for interest on overdue accounts	0	0	0	0
Interest paid on overdue accounts	0	0	0	0
Small business suppliers				
Number of accounts due for payment to small business	1	7	10	11
Number of accounts due to small businesses paid on time	1	5	10	10
Actual percentage of small business accounts paid on time (based on number of accounts)	100%	71%	100%	91%
Dollar amount of accounts due for payment to small businesses \$'000	9	5	16	15
Dollar amount of accounts due to small businesses paid on time \$'000	9	3	16	15
Actual percentage of small business accounts paid on time (based on \$)	100%	69%	100%	99%
Number of payments to small business for interest on overdue accounts	0	0	0	0
Interest paid on overdue accounts	0	0	0	0

4.9 Engagement of consultants

During the reporting period, one consultant was engaged at a total cost of \$114,945.

Consultancies equal to or more than \$50,000	Cost (\$)
Personnel and industrial	
Diplomacy Management Consulting (industrial relations advice and advocacy service)	\$114,945
Consultancies less than \$50,000	Cost (\$)
Accounting general	-
Total consultancies	\$114,945

4.10 Funds granted to non-government organisations

	Program area	2011/12	2012/13	2013/14	2014/15	2015/16	Nature and purpose
Nature Conservation Council of NSW	Operations	111,796	115,485	118,372	121,331	124,364	Annual funding to allow the Council to meet its responsibilities under the <i>Rural Fires Act 1997</i> .
Total		111,796	115,485	118,372	121,331	124,364	