

Emergency Services  
for Fire and other  
events Activity Data  
Collection Manual

2024 Report on  
Government  
Services Data  
Collection

July 2023

*Police and  
Emergency  
Management  
Working Group*

This paper is copyright. It has been produced by the Steering Committee for the Review of Government Service Provision (SCRGSP). Apart from any use as permitted under the *Copyright Act 1968*, no part may be reproduced by any process without prior written permission.

If you have any enquires regarding what is contained within this publication please contact:

Secretariat Representative  
Police and Emergency Management Working Group  
Steering Committee for the Review of Government Service Provision  
Locked Bag 2 Collins Street East  
Melbourne VIC 8003

Phone: [REDACTED]  
Email: [REDACTED]

**Suggestions:**

*The Steering Committee welcomes suggestions on the material contained in this manual. Please direct your suggestions to the Secretariat at the above address.*

An appropriate citation for this publication is:

SCRGSP (Steering Committee for the Review of Government Service Provision) 2023, *Emergency services for fire and other events Activity Data Manual, 2024 Report on Government Services data collection*, Police and Emergency Management Working Group, Productivity Commission, Melbourne.

# Foreword

This manual contains definitions and counting rules for data items used by the Police and Emergency Management Working Group (PEMWG) for the reporting of State and Territory fire activity data for the Report on Government Services (RoGS).

Data collected will assist the Review of Government Service Provision to report on the performance of emergency services for fire and other events.

**The definitions and guidelines provided in this manual relate to the *2024 RoGS*.**

A key aim of this document is to improve the inter-jurisdictional comparability of emergency management performance indicators. The definitions and guidelines in this manual are intended to ensure that data are consistent and comparable. The Working Group is committed to a process of continual improvement and welcomes comments on any aspect of the manual.

# Contents

<b>Foreword</b>	<b>3</b>
<b>Contents</b>	<b>4</b>
<b>Abbreviations</b>	<b>5</b>
<b>1 Introduction</b>	<b>6</b>
1.1 Background	6
1.2 Review participants	7
<b>2 Collection overview</b>	<b>10</b>
2.1 Collection and collation processes	10
2.2 Data Confidentiality	13
<b>3 Scope of fire activity data collection</b>	<b>14</b>
3.1 Scope of agencies	14
3.2 Scope of activities	16
<b>4 Data definitions and counting rules</b>	<b>18</b>
4.1 All collection sheets: Definitions of “not published” “not applicable” and “not available”	18
4.2 Collection sheet: Fire service organisation attendance (‘FSO attend’)	18
4.3 Collection sheet: Accidental residential structure fires by equity group (‘Equity group’)	22
4.4 Collection sheet: Accidental residential structure fires by smoke alarm status (‘Smoke alarm’)	23
4.5 Collection sheet: Response times to structure fires (‘Response times A’ and ‘Response times B’)	24
4.6 Collection sheet: Confinement of structure fires (‘Confinement’)	27
4.7 Collection sheet: Landscape fire deaths (‘Landscape fire deaths’)	29
4.8 Collection sheet: Road crash rescue (‘Road crash’)	30
<b>END OF DATA MANUAL</b>	<b>33</b>

# Abbreviations

ACT	Australian Capital Territory
AFAC	Australasian Fire and Emergency Service Authorities Council
ACSES	Australian Council of State Emergency Services
NSW	New South Wales
NT	Northern Territory
PEMWG	Police and Emergency Management Working Group
Qld	Queensland
RoGS	Report on Government Services
SA	South Australia
Tas	Tasmania
Vic	Victoria
WA	Western Australia

# 1 Introduction

## 1.1 Background

The Review of Government Service Provision was established in 1993 by Heads of government (then the Council of Australian Governments) to provide information on the effectiveness and efficiency of government services in Australia. A Steering Committee, comprising senior representatives from the central agencies of all governments, manages the Review with the assistance of a Secretariat provided by the Productivity Commission.

The Review aims to:

- enable ongoing comparisons of the performance of government services
- report on government service provision reforms that governments have implemented or that are under consideration.

Two main tasks of the Review, as set out in the original terms of reference, are to:

- develop agreed national performance indicators for government services (which are published in the annual Report on Government Services (RoGS))
- analyse service provision reforms.

## Report on Government Services

The required outputs and objectives of RoGS are:

1. The Steering Committee will measure and publish annually data on the equity, efficiency and cost effectiveness of government services through the RoGS.
2. The RoGS facilitates improved service delivery, efficiency and performance, and accountability to governments and the public by providing a repository of meaningful, balanced, credible, comparative information on the provision of government services, capturing qualitative as well as quantitative change. The Steering Committee will seek to ensure that the performance indicators are administratively simple and cost effective.
3. The RoGS should include a robust set of performance indicators, consistent with the principles set out in the Intergovernmental Agreement on Federal Financial Relations; and an emphasis on longitudinal reporting, subject to a program of continual improvement in reporting.
4. To encourage improvements in service delivery and effectiveness, RoGS should also highlight improvements and innovation.

Service areas monitored and included in the final report are:

- Child care, education and training
- Health
- Justice
- Emergency management
- Housing and homelessness
- Community services.

The Report provides indicators of performance within the existing policy frameworks of governments, to enable governments to assess the success of many reforms being undertaken and highlight the potential for further reforms.

## Measuring the Performance of Government Services

How effectively and efficiently governments provide and regulate their social infrastructure is important to all Australians. There is increasing pressure on governments to ensure that community expectations are met in the delivery of those services just as there is pressure to make governments accountable.

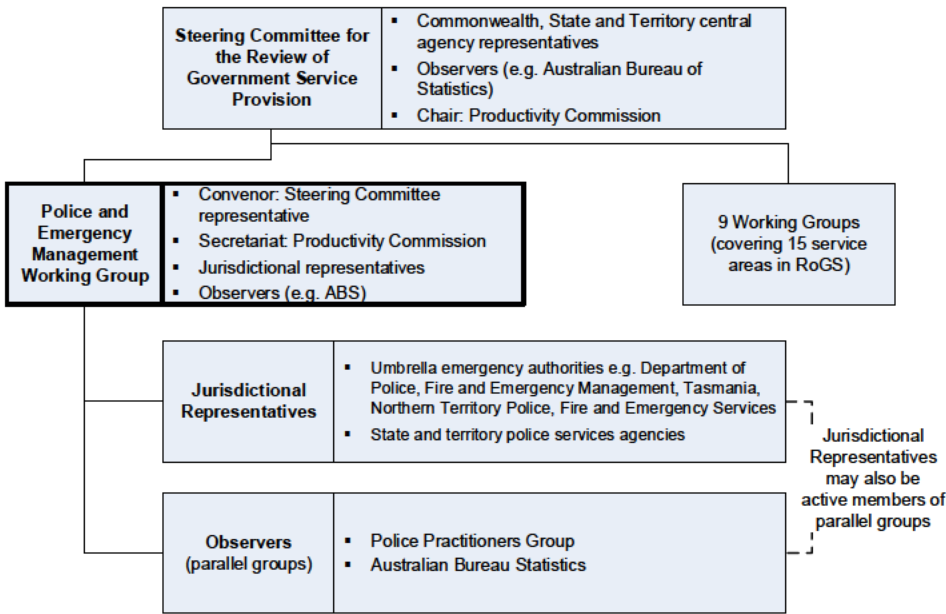
Assessments of performance must consider both efficiency and effectiveness:

- *Efficiency* — is generally used to describe how well organisations use their resources in producing services.
- *Effectiveness* — measures reflect the degree to which organisations achieve desired outcomes or objectives.

## 1.2 Review participants

A significant factor in the success of data collection nationally is the cooperative approach of the Review, which facilitates reviewing the data collection and reporting methodology. This approach has also improved the network of contact between the various service organisations and the necessary statistical service and research groups. Figure 1.1 depicts the relationships and structures of the Steering Committee and its Working Groups.

Figure 1.1 Relationships and Structures of Review Participants – Report on Government Services



### Steering Committee

The Steering Committee for the Review of Government Service Provision oversees the whole Review process. The Steering Committee comprises representatives from the Australian Government and all State and Territory Governments and is chaired by the Productivity Commission. A Working Group for each area of service provision is convened by a member of the Steering Committee. The Chair of the Productivity Commission is the Chair of the Steering Committee.

The Commission provides the Secretariat to the Steering Committee. Each Working Group is supported by an officer from the Secretariat, who provides advice and administrative support to the Steering Committee and Working Groups. A key responsibility of the Secretariat is to coordinate the preparation of the annual report for approval by the Steering Committee before publication.

### Working Groups

Working Groups are responsible for expert development and ongoing improvement of data and performance indicators. The Working Group meets on a regular basis to consider:



- 
- the framework of performance measures for the sector
  - the application of indicators to particular aspects of the framework
  - improvements to performance measures and the collection of data
  - definitions and data counting rules for each indicator
  - the collection and audit of data
  - assistance in the analysis and presentation of the data.

The recommendations of the Working Group must be consistent with the framework for reporting established by the Steering Committee.

## **Jurisdictional Representative**

Jurisdictional Representatives may come from:

- *umbrella emergency authorities* — for example, the Queensland Fire and Emergency Services
- *fire and emergency service agencies* — for example, South Australia's Metropolitan Fire Service.

***Working Group/Jurisdictional Representatives coordinate the collection of activity, financial and staff data from each agency/department in their jurisdiction.***

## **Expert observers**

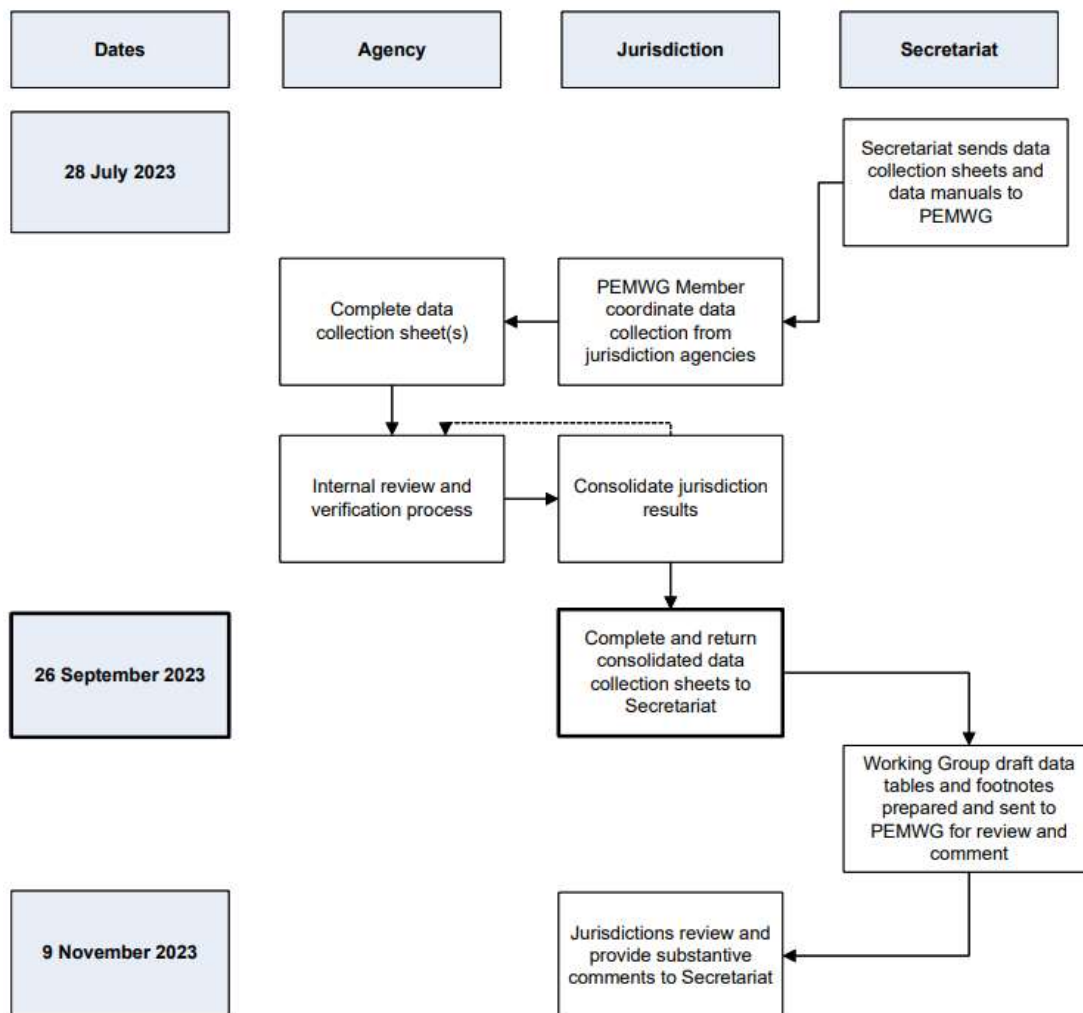
Expert observers from the Australasian Fire and Emergency Service Authorities Council (AFAC) and other relevant organisations together with jurisdictional representatives, provide advice to the PEMWG and assist in the collection of data where appropriate.

## 2 Collection overview

### 2.1 Collection and collation processes

**Figure 2.1** summarises the data collection and compilation process for the 2024 RoGS.

Figure 2.1 **Data collection and compilation process – 2024 RoGS**



---

The Secretariat provides to the PEMWG and Jurisdictional Representatives the *2024 RoGS Fire and emergency services activity data collection* by **28 July 2023**. The electronic data collection kit contains:

- *Emergency services for fire and other events Activity Data Manual, 2024 Report on Government Services data collection* (this manual) developed by the PEMWG explaining definitions and counting rules used in the data collection
- data collection spreadsheet, in Excel format, for fire activity and road crash rescue data.

## Coordination of data collection within jurisdictions

The Secretariat collects data in relation to fire services (activity, financials, and staff) and other emergency management services directly from jurisdictions. Jurisdictional representatives are responsible, together with the relevant agencies, to enter data and forward the completed spreadsheets to the Secretariat. A summary of the steps to complete in this process are provided in **table 2.1**.

***Unless indicated otherwise, data for the 2024 RoGS are to be reported for the 2022-23 financial year.***

***Return the completed data collection sheets to the Secretariat before/by 26 September 2023.***

## Data notes

As a part of the data collection process, PEMWG members are responsible for providing data notes to the Secretariat to indicate the source, characteristics and/or limitations of a fact, an opinion or a quotation used. Please use the 'Notes' column to indicate the following by data item:

- *consistency with data manual counting rules* — if the data extraction, compilation methodology and/or data scope does not comply with the data manual definitions or has changed over time. If not consistent with the RoGS counting rules, what is the reason.
- *sources of data* — if the source of data is thought to be different from other jurisdictions
- *completeness of data* — if the data item is not complete for the required time period. If not, what is the reason for incomplete data (such as industrial bans/ disputes)
- *coverage of data* — if the data item does not cover the entire jurisdiction (such as urban and regional areas)
- *currency of data*

- *explanations for any significant change in the data item over time (i.e. where comparability over time is affected significantly)*
- *anything else having a significant impact on the data reported that the Secretariat should be aware of.*

Factors specific to fire services reporting on emergency management that may impact on data quality and performance measures may include variations from data manual definitions.

**Table 2.1 Process for collection and compilation**

<i>Step</i>	<i>Action</i>
<b>1 Documentation</b>	Working Group/Jurisdictional Representatives to familiarise themselves with the documents in the data collection kit including the data manual and the data collection spreadsheet.
<b>2 Complete the data collection spreadsheet</b>	Complete the data collection spreadsheet <b>ensuring that data is reported in accordance with the definitions provided in this manual.</b> Please ensure: <ul style="list-style-type: none"> <li>• There is an entry for all data items.</li> <li>• Jurisdictional results are consolidated — Jurisdictions may need to develop protocols for the <b>consolidation of jurisdictional results</b> where there is more than one agency providing the service to the State or where the agency is not directly acting as the Jurisdictional Representative on the PEMWG. This is the responsibility of the Jurisdictional Representative.</li> <li>• Data notes and additional information are provided — <b>Note:</b> Where data provided varies from the definition in the data manual an explanation should be provided in the 'Notes' column of the data collection spreadsheet. Any additional information for individual data items can also be provided in the 'Notes' column. Some data note information will be relevant to include in data table footnotes and some information will be relevant for Secretariat knowledge management.</li> </ul>
<b>3 Ensure jurisdictional clearance</b>	By sending the data to the Secretariat, Working Group members are assumed to have received appropriate authorisation to provide data to the RoGS. That is, Working Group members are responsible for their jurisdiction's data — not data specialists within their jurisdiction.
<b>4 Complete the contact details form</b>	Complete the details of a contact officer for queries regarding the data.
<b>5 Return to Secretariat</b>	The completed data collection spreadsheet and associated documentation for the 2024 RoGS <b><u>must be returned to the Secretariat by the data deadline cob 26 September 2023. Early submissions are encouraged where possible.</u></b>
<b>6 Review</b>	<ul style="list-style-type: none"> <li>a. the Secretariat will collate the data and produce the chapter and data tables with appropriate footnotes</li> <li>b. draft chapter and data tables will be sent to Working Group/Jurisdictional Representatives as per the 2024 RoGS drafting timetable <b>(23 October 2023).</b></li> <li>c. All comments on draft chapter and data tables are due from Working Group/Jurisdictional Representatives by the Review deadline for substantive comments <b>(9 November 2023).</b></li> </ul>
<b>6 Data and chapter corrections</b>	After <b>26 September 2023</b> , Jurisdictional Representatives are responsible for data revisions and for sending them directly to the Secretariat by the Review deadline for substantive comments <b>(9 November 2023).</b>
<b>7 Assistance and queries</b>	If you have any queries or require assistance completing the data collection spreadsheets please contact the Secretariat.

---

## 2.2 Data Confidentiality

While the published data in the report are in the public domain, the Working Group has agreed that the individual or combined data sets from which the published data are derived should not be released to any other person, or organisation without the express permission of the jurisdiction(s) that supplied the data.

### Confidentiality of Combined Data Sets

It is desirable for jurisdictions to access the final combined data sets. However, it is essential that data provided by jurisdictions are not available to parties outside of the Review process without the express permission of the jurisdiction/s.

To put this into effect, combined data sets provided either to:

- a Police and Emergency Management Working Group member
- an emergency management agency in the Australian Government, States or Territories and/or
- the Productivity Commission

shall not be made available to outside parties, unless written permission has been granted by all relevant parties in the Emergency Management Working Group.

### Confidentiality of Individual Australian Government, State and Territory Data

In addition to the confidentiality of the combined data sets, individual Australian Government, State or Territory data sets are restricted unless interested parties are specifically authorised by express written permission (applied to and provided by the individual Australian Government, State or Territory for the reproduction/usage of their material).

---

## 3 Scope of fire activity data collection

The purpose of this data collection is to collect information on the activities of fire service organisations that are wholly or partly funded by Australian governments. A key objective of the Steering Committee is to move towards reporting data that are nationally comparable.

### 3.1 Scope of agencies

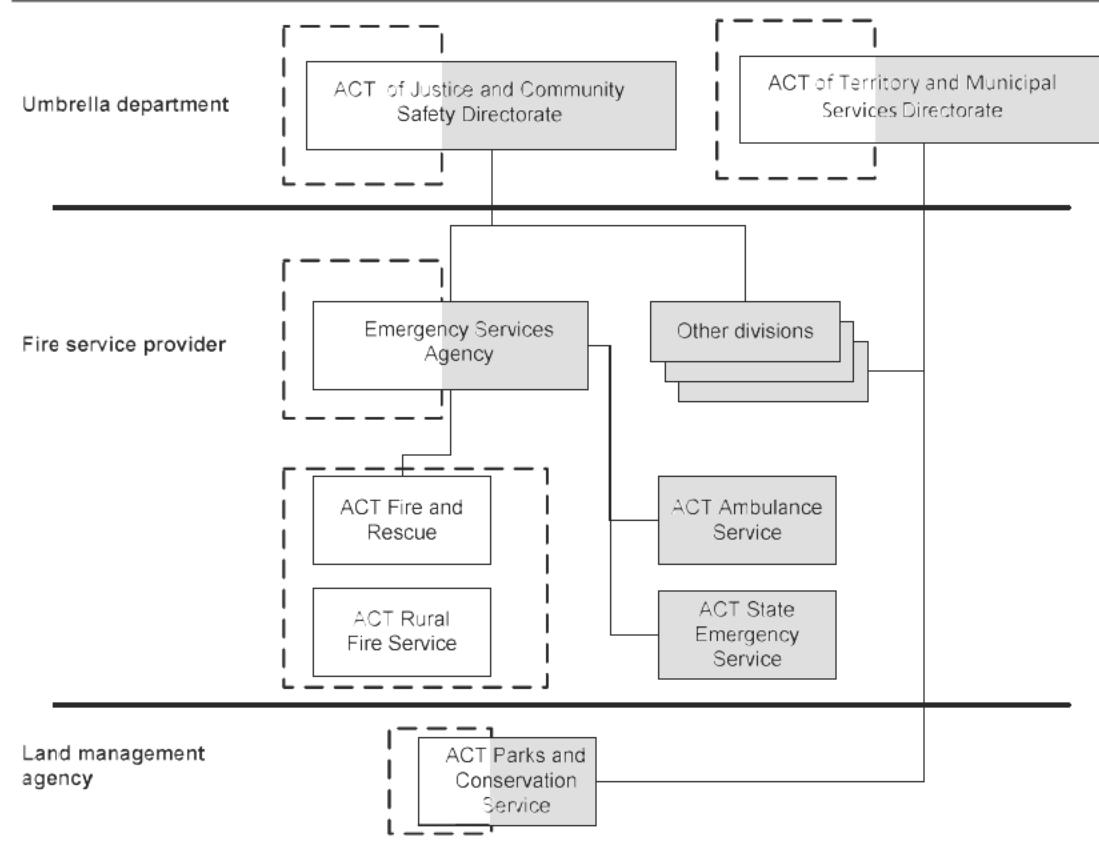
There are differences across jurisdictions in the organisation of fire services. **Figure 3.1** provides an illustration of how this data collection would be applied to the ACT. In general, a jurisdiction's 'fire service organisation' **includes**:

- *umbrella department* — the department responsible for policy, planning, management and ensuring delivery of emergency services (the part of ACT Justice and Community Safety Directorate that is responsible for fire services)
- *fire service provider* — the primary agencies involved in providing emergency management services for fire events (the part of the Emergency Services Agency responsible for fire events, ACT Rural Fire Service and ACT Fire and Rescue)
- *land management agency* — government funded agencies that have an obligation to respond in the case of structure or landscape fires and typically provide fire services within designated areas (the part of the Parks and Conservation Service responsible for managing bushfires on public lands).

The scope of the data collection **excludes**:

- *State and Territory emergency services* (ACT State Emergency Service)
- *umbrella departments services not related to fire events* — the part of the management functions of the ACT Department of Justice and Community Safety that is responsible for ACT Ambulance Service and ACT SES
- *land management agency activities not related to fire events* — activities of the Parks and Conservation Service other than the management of bushfires on public lands.

**Figure 3.1 Illustration of the scope of agency**



The scope of the data collection **excludes**:

- the ACT Ambulance Service
- the ACT State Emergency Service
- the part of the management functions of the ACT Department of Justice and Community Safety that is responsible for the ACT Ambulance Service and the ACT SES.

A summary of the scope of the data collection for each jurisdiction is provided in **table 3.1**.

**Table 3.1 Scope of fire service organisations**

<i>Juris- diction</i>	<i>Umbrella department</i>	<i>Fire service provider</i>	<i>Land management agency</i>
NSW	<ul style="list-style-type: none"> <li>Ministry for Police and Emergency Services</li> </ul>	<ul style="list-style-type: none"> <li>Fire Brigades</li> <li>Rural Fire Service</li> </ul>	<ul style="list-style-type: none"> <li>Office of Environment and Heritage</li> </ul>
Vic	<ul style="list-style-type: none"> <li>Emergency Management Victoria</li> <li>Inspector-General for Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>Fire Rescue Victoria</li> <li>Country Fire Authority</li> </ul>	<ul style="list-style-type: none"> <li>Department of Environment, Land, Water and Planning</li> </ul>
Qld	<ul style="list-style-type: none"> <li>Queensland Fire and Emergency Services</li> </ul>	<ul style="list-style-type: none"> <li>Queensland Fire and Emergency Services</li> </ul>	<ul style="list-style-type: none"> <li>Department of Natural Resources, Mines and Energy</li> <li>Department of Environment and Science</li> </ul>
WA	<ul style="list-style-type: none"> <li>Department of Fire and Emergency Services (DFES)</li> </ul>	<ul style="list-style-type: none"> <li>Department of Fire and Emergency Services (DFES). DFES comprises the: <ul style="list-style-type: none"> <li>Career and Volunteer Fire and Rescue Service (FRS and VFRS)</li> <li>Bush Fire Service (BFS)</li> <li>State Emergency Service (SES)</li> <li>Marine Rescue Western Australia</li> <li>Volunteer Fire and Emergency Service (VFES)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Department of Parks and Wildlife</li> </ul>
SA	<ul style="list-style-type: none"> <li>Fire and Emergency Services Commission</li> </ul>	<ul style="list-style-type: none"> <li>Metropolitan Fire Service</li> <li>Country Fire Service</li> </ul>	<ul style="list-style-type: none"> <li>Forestry SA</li> <li>Department of Environment, Water and Natural Resources</li> </ul>
Tas		<ul style="list-style-type: none"> <li>Tasmania Fire Service</li> </ul>	<ul style="list-style-type: none"> <li>Forestry Tas</li> <li>Parks and Wildlife Service</li> </ul>
ACT	<ul style="list-style-type: none"> <li>Justice and Community Safety Directorate</li> </ul>	<ul style="list-style-type: none"> <li>Emergency Services Agency</li> <li>Fire and Rescue</li> <li>Rural Fire Service</li> <li>State Emergency Service</li> </ul>	
NT	<ul style="list-style-type: none"> <li>NT Police, Fire and Emergency Services</li> <li>Department of Land Resource Management</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Service</li> <li>Bushfires NT</li> <li>Emergency Services</li> </ul>	<ul style="list-style-type: none"> <li>Bushfire NT</li> <li>Parks and Wildlife Commission of the NT</li> <li>Parks Australia</li> </ul>

Source: State and Territory governments

## 3.2 Scope of activities

This fire services activity data collection seeks to report data for all activities undertaken by fire service organisations including:

- fire prevention* — public education and training, advice on rural land management practice for hazard reduction and fire prevention, and preparation of risk assessment and emergency plans
- fire preparedness* — preparation of response plans, training of fire personnel, inspection of property and buildings for fire hazards and fire standards compliance,



---

hazardous chemicals and material certification, and inspection of storage and handling arrangements

- *fire response* — urban and rural fire suppression, response to incidents involving hazardous substances, and road and industrial rescue
- *fire recovery* — critical incident stress debriefing, salvage and restoration of the emergency event to a safe state, and support for the community.

---

## 4 Data definitions and counting rules

### 4.1 All collection sheets: Definitions of “not published” “not applicable” and “not available”

- Where data is not available, the cell should be populated with ‘na’
  - For example, where a service was provided in a jurisdiction for a particular line item, however a value cannot be determined
- Where a data item is not applicable, the cell should be populated with ‘..’
  - For example, where a particular program is not conducted within a jurisdiction, or a particular service is not provided
- Where data is available but will not be published, the cell should be populated with ‘np’
  - For example, in instances where there are data quality or reliability concerns, such as where data is subject to high relative standard errors, or in cases where providers elect to apply a data suppression policy/ where data is withheld due to legitimate confidentiality concerns.

### 4.2 Collection sheet: Fire service organisation attendance (‘FSO attend’)

This collection sheet compiles data on the attendance of fire service organisations at different emergency incidents.

The data definitions and counting rules are provided in:

- *Definition FSOAtt: Number of Reported fires and other primary incidents attended to by fire service organisations* — Reported fires and other primary incidents attended to by fire service organisations
- *Definition HazAtt: Number of hazardous materials incidents attended to by FSOs* — Number of hazardous materials incidents attended to by fire service organisations.

## Definition FSOAtt Number of Reported fires and other primary incidents attended to by fire service organisations

### Definition and counting rules

### Contextual information

#### Collection sheet: [FSO attend](#)

An incident is an event that is reported to a fire service and requires a response.

**AIRS data element A23 Type of Incident codes = 000–999 inclusive.**

**A5 Exposure Number = 0**

Line items reflect major divisions as set out in AIRS.

- *Fires in a structure, involving a structure*
- *Landscape fires, bush and grass* — vegetation fire including bush and grass fires regardless of the size of area burnt. **A23 Type of Incident codes = 160–179**  
[Note: please provide landscape fire incidents separately for those attended to by fire service providers and landscape management agencies.]
- *Other fires*
- *Non-fire rescue calls including road rescue*
- *Hazardous conditions*
- *Calls to floods, storm and tempest and other natural disasters*
- *Good intent calls*
- *Malicious false calls*
- *System initiated false alarms*
- *Other*
- *Type of incident undetermined or not classified*

Count the number of incidents/ events. This is NOT the sum of turnouts from every station, unit or resource to each incident.

The type of incident (A23) is coded as the final outcome of the call e.g. a call-out to a house fire turns out to be a false alarm and should be coded as a false alarm.

Do not double count incidents with multiple exposure numbers.

If incident type (A23) is blank or null, record as 000 and include in the calculation number of incidents.

Caution must be taken not to double count the number of incidents for the jurisdiction total when aggregating figures from two or more agencies. You may wish to use other data elements from AIRS to assist in the compilation process including A11 (jurisdiction), A35 (mutual aid), (A12) Local Government Area, and (A15, 16, 17 & 18) Address.

Jurisdictional Representatives need to collaborate and coordinate with all fire service organisations and land management agencies to provide a jurisdictional response for this indicator and to minimise double counting. Caution must be taken not to double count the number of incidents for the jurisdiction total when aggregating figures from two or more agencies.

It is important to provide appropriate contextual information in the comments field when providing this data, particularly with respect to land management agency data. You may want to clarify counting rules and compilation processes or clearly identify definitions used to develop the indicator, and any other relevant information that may assist the reader with interpretation.

In the longer term AFAC groups (including Wildfire Group) will develop relevant counting rules.

Please note this table will include information on road rescues attend by fire services only. Additional information on road rescue (including incidents attended by non-fire agencies such as SES, ambulance) will be included in a subsequent table.

Definition HazAtt	Number of hazardous materials incidents attended to by fire service organisations
<i>Definition and counting rules</i>	<i>Contextual information</i>
<b>Collection sheet: FSO attend</b>	
<p>A hazardous material incident is defined as any unexpected or unplanned accidental or deliberate release of a hazardous material that endangers; damages or destroys or threatens to endanger; damage or destroy the health or safety of any person, property or the environment on or beyond the incident site. This can occur during its manufacture, use, misuse, handling, transport or storage.</p> <p>The counting rule is:</p> <ul style="list-style-type: none"> <li>• a fire (<b>A23 Type of Incident coded as 100 to 199</b>) and involving or releasing hazardous materials (<b>C1 Type of Hazmat Incident 10 to 99</b>); or</li> <li>• a combustible/ flammable spill/leak (<b>Type of Incident coded 410, 411, 412, 413 and 419</b> (use <b>412, 413, 415</b> for those agencies who have implemented new AIRS codes for hazardous materials incidents reporting)) and where the combustible/flammable liquid causes or threatens to cause injury or death or damage to property and/or the environment; and <b>C1 [Type of Hazmat Incident] is between 10 and 99</b>, and Quantity Released is more than 200 litres</li> <li>• an explosive event (<b>Type of Incident coded 421</b>); or</li> <li>• other hazardous materials event (<b>Type of Incident coded 440 to 449</b>); or</li> <li>• a biological hazard (<b>Type of Incident coded 409</b> (use <b>471</b> for those agencies who have implemented new AIRS codes for hazardous materials incidents reporting) or a code which your agency has used to identify biological hazards); or</li> <li>• a suspicious package or unknown substance (<b>Type of Incident coded 401</b>); or</li> <li>• any incident that would not have occurred without hazardous materials being present; or</li> <li>• any incident that has been significantly exacerbated by the presence of hazardous materials.</li> </ul>	<p>Reportable hazardous material incidents involving the following should be included:</p> <ul style="list-style-type: none"> <li>• petroleum and petroleum products;</li> <li>• explosives as defined in the <i>Australian Dangerous Goods (ADG) Code</i>;</li> <li>• explosions due to physical/engineering causes and explosions due to chemical reactions; and</li> <li>• radioactive materials and radioactive contamination.</li> </ul> <p><b>Not included in the counting rule are incidents involving the following are not to be reported as hazardous materials incidents:</b></p> <ul style="list-style-type: none"> <li>• <b>Emissions from engine exhausts of motor vehicles, rolling stock, aircraft, vessels, or pipeline pumping station engines;</b></li> <li>• <b>Approved releases or the cumulated effects of repeated exposure are excluded.</b></li> <li>• <b>Minor fuel or oil spill/ leak resulting from a vehicles propulsion system or fuel tank where no environmental damage but where the Fire Service removes the oil or fuel from the roadway to prevent vehicles skidding, that is exclude minor fuel or other flammable liquid spill/ leak 200 litres or less (A23 Type of Incident coded as 414).</b></li> </ul>

---

## Accidental residential structure fires

The Fire service organisation attendance (FSO attend) collection sheet includes data items to report the ‘Accidental residential structure fires’ indicator and contextual data on whether working smoke alarms were present in accidental residential structure fires.

The data definitions and counting rules are provided in:

- *Definition FirRp2: Accidental residential structure fires attended by fire service organisations.*

Definition FirRp2	Accidental residential structure fires attended by fire service organisations
-------------------	---

Definition and counting rules	Contextual information
<b>Collection sheet:</b> <a href="#">FSO attend</a>	
Accidental residential structure fires (EM_F12_ACCID01) are defined as those fires that are not deliberately lit and with effective educational programs can be reduced and prevented from occurring in the first instance. The extraction rule is: <ul style="list-style-type: none"><li>• (A23) Type of incident codes = 110 – 129</li><li>• A5 Exposure Number = 0</li><li>• A20 Fixed property use codes = 410 – 439</li><li>• E05 Ignition factor codes = 300 – 790</li><li>• E01 Area of fire origin codes = 01 – 79</li></ul>	Please check that the number of accidental residential structure fires is <b>less than</b> total structure fires (FSOAtt) — please explain in Notes if otherwise.  —

## 4.3 Collection sheet: Accidental residential structure fires by equity group ('FSO Attend')

Definition and counting rules	Contextual information
<b>Collection sheet: FSO Attend</b>	
<p>Accidental residential structure fires by remoteness area:</p> <ul style="list-style-type: none"> <li>• Major cities</li> <li>• Inner regional</li> <li>• Outer regional</li> <li>• Remote</li> <li>• Very remote</li> </ul> <p>Accidental residential structure fires by Socio-Economic Indexes for Areas (SEIFA) Index of Relative Socio-economic Disadvantage (IRSD):</p> <ul style="list-style-type: none"> <li>• Quintile 1 (sum of in scope fires in SEIFA IRSD decile 1 and 2) (most disadvantaged)</li> <li>• Quintile 2 (sum of in scope fires in SEIFA IRSD decile 3 and 4)</li> <li>• Quintile 3 (sum of in scope fires in SEIFA IRSD decile 5 and 6)</li> <li>• Quintile 4 (sum of in scope fires in SEIFA IRSD decile 7 and 8)</li> <li>• Quintile 5 (sum of in scope fires in SEIFA IRSD decile 9 and 10) (least disadvantaged)</li> </ul>	<p>Refers to the residence of the accidental residential structure fire. The scope of which is defined earlier.</p> <p>For 2021-22 and 2022-23 data, remoteness areas are defined by the ABS Australian Statistical Geography Standard (ASGS) remoteness structure Edition 3 (Released March 2023): <a href="https://www.abs.gov.au/remoteness-areas">Remoteness Areas   Australian Bureau of Statistics (abs.gov.au)</a>. Please advise in the data collection if a previous edition of the remoteness structure was used.</p> <p>For years prior to 2021-22, remoteness areas are defined by the ABS Australian Statistical Geography Standard (ASGS) Volume 5 remoteness structure 2016 (released in 2018): <a href="https://www.abs.gov.au/1270.0.55.005-Australian-Statistical-Geography-Standard-ASGS:Volume-5-Remoteness-Structure-July-2016">1270.0.55.005 - Australian Statistical Geography Standard (ASGS): Volume 5 - Remoteness Structure, July 2016 (abs.gov.au)</a></p> <p>Post codes of the accidental residential structure fires are matched to SEIFA IRSD deciles using the relevant ABS Data Download 'Postal Area, SA1 Distributions, SEIFA 2021'. Please advise in the data collection if an alternative method was used to match fires to SEIFA IRSD. Also, please advise if any fires could not be matched to a SEIFA IRSD e.g. because the fire existed in an SA1/post code that does not have a SEIFA IRSD value. These fires should be excluded from the SEIFA IRSD disaggregation but still included in the total. A footnote will be included in the data table to identify where this occurs.</p> <p>Note, there are no very remote areas in Victoria, no major cities in Tasmania, no outer regional or remote areas in the ACT, and no inner regional areas or major cities in the NT.</p> <p>SEIFA IRSD is as defined by the ABS in the latest index (released April 2023): <a href="https://www.abs.gov.au/socio-economic-indexes-for-areas-seifa">Socio-Economic Indexes for Areas (SEIFA), Australia, 2021   Australian Bureau of Statistics (abs.gov.au)</a></p>

---

## 4.4 Collection sheet: Accidental residential structure fires by smoke alarm status (‘Smoke alarm’)

Definition and counting rules	Contextual information
<b>Collection sheet: Smoke alarm</b>	
<b>Accidental residential structure fires by AIRS K24 (III) OPERATION OF SMOKE ALARM/DETECTOR:</b> 3 - Accidental residential structure fires where smoke alarm operated (EM_F12_ACCID02) 2 - Accidental residential structure fires where smoke alarm failed to operate (EM_F12_ACCID03) 1 - Accidental residential structure fires where fire too small to operate smoke alarm (EM_F12_ACCID04) 8 - Accidental residential structure fires where operation of smoke alarm not applicable (EM_F12_ACCID05)	<i>Sprinkler heads installed that act as detectors only, that is systems that have by-pass heads fitted that activate an alarm only without wetting an area that is susceptible to water damage, are included here.</i>

---

## 4.5 Collection sheet: Response times to structure fires ('Response times A' and 'Response times B')

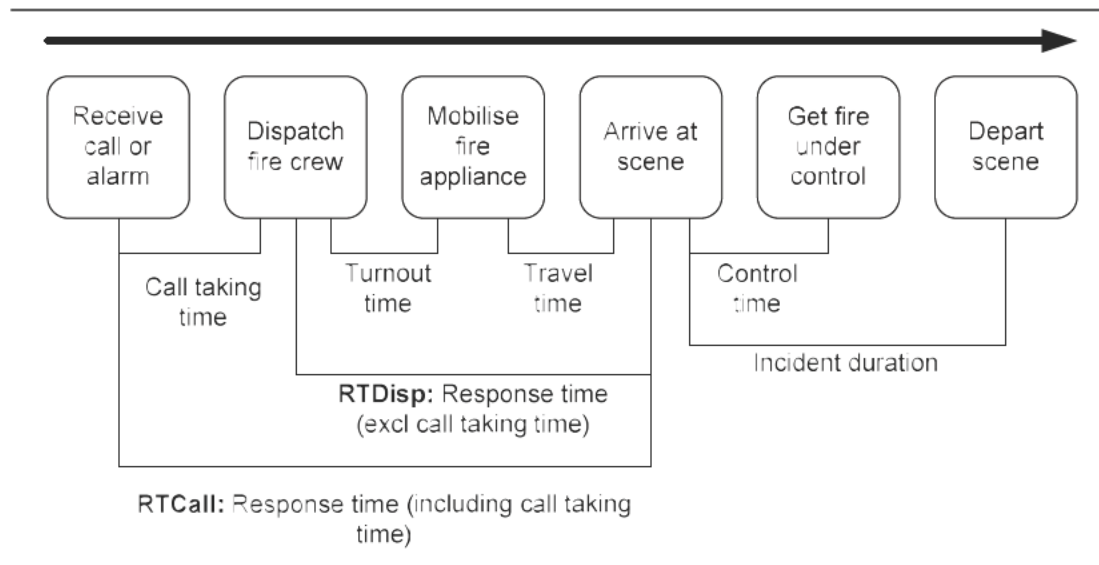
These collection sheets compile data on the response times to structure fires.

The data definitions and counting rules are provided in:

- *Definition RTCall: Response times to structure fires (including call taking time)*
- *Definition RTDisp: Response times to structure fires (excluding call taking time)*
- *Definition FirRem: Number of structure fires*

Response time is defined as the interval between the receipt of the call at the dispatch centre and the arrival of the first vehicle at the scene (that is, when the vehicle is stationary and handbrake is applied). **Figure 4.1** outlines the response time points that providers should be aware of when completing this section.

**Figure 4.1 Response time points and indicators for fire events**





## Definition FirRem Number of structure fires

Definition and counting rules	Contextual information
Number of structure fire incidents in each Remoteness Area (RA) category.	It would be useful to check the number of structure fire events applied to this item against totals in collection sheet. If the number is less for this item please provide a brief comment.

## Definition RTCall Response times to structure fires (including call taking time)

Definition and counting rules	Contextual information
<p>Response time is defined as the interval between the <b>receipt of the call at the dispatch centre</b> and the arrival of the first vehicle at the scene (that is, when the vehicle is stationary and handbrake is applied).</p> <p><b>AIRS data elements A23 (Type of Incident) coded 110 – 129 inclusive.</b></p> <p><b>This indicator measures the response time for EMERGENCY CALLS ONLY – exclude all calls where vehicles travel ‘code3’ or under normal road conditions.</b></p> <p>Include ‘genuine’ outliers and 0 responses times (i.e. where passing appliance notifies the event).</p> <p>Exclude from the calculation records with incomplete time stamps.</p> <p>Exclude from the calculation records where the appliance was called off en route to scene.</p> <p>The 50<sup>th</sup> percentile is the time within which 50% of first fire resources actually arrive on scene.</p> <p>The 90<sup>th</sup> percentile is the time within which 90% of first fire resources actually arrive on scene.</p> <p>Segment response times by RA categories.</p>	<p>If jurisdiction does not record call taking time please report ‘na’.</p> <p>If jurisdictional definition is different from this please provide details for inclusion in the ‘Notes’ column.</p> <p>For incidents attended to by more than one service provider caution must be taken not to double count and to reflect the first arriving unit only.</p> <p>Agencies may need to review outliers to determine data quality issues, correct the data if required and include in calculation.</p> <p>Clarify whether:</p> <ul style="list-style-type: none"> <li>any data has been excluded;</li> <li>incidents outside jurisdiction have been included.</li> </ul>

## Definition RTDisp **Response times to structure fires (excluding call taking time)**

<i>Definition and counting rules</i>	<i>Contextual information</i>
<p>Response time is defined as the interval between the <b>dispatch of the fire crew</b> and the arrival of the first vehicle at the scene (that is, when the vehicle is stationary and handbrake is applied) (figure 3.2).</p> <p><b>AIRS data elements A23 (Type of Incident) coded 110 – 129 inclusive.</b></p> <p><b>This indicator measures the response time for EMERGENCY CALLS ONLY – exclude all calls where vehicles travel ‘code3’ or under normal road conditions.</b></p> <p>Include ‘genuine’ outliers and 0 responses times (i.e. where passing appliance notifies the event).</p> <p>Exclude from the calculation records with incomplete time stamps.</p> <p>Exclude from the calculation records where the appliance was called off en route to scene.</p> <p>The 50<sup>th</sup> percentile is the time within which 50% of first fire resources actually arrive on scene.</p> <p>The 90<sup>th</sup> percentile is the time within which 90% of first fire resources actually arrive on scene.</p> <p>Segment response times by RA categories.</p>	<p>If jurisdictional/ agency definition is different from this please provide details for inclusion in caveats/ footnotes.</p> <p>For incidents attended to by more than one service provider caution must be taken not to double count and to reflect the first arriving unit only.</p> <p>Agencies may need to review outliers to determine data quality issues, correct the data if required and include in calculation.</p> <p>Clarify whether:</p> <ul style="list-style-type: none"> <li>• any data has been excluded;</li> <li>• incidents outside jurisdiction have been included.</li> </ul>

---

## 4.6 Collection sheet: Confinement of structure fires (‘Confinement’)

This collection sheet compiles data on the confinement of structure fires to the room, part room or object of origin to report the ‘Confinement of structure fires to room/object of origin’ indicator.

The data definitions and counting rules are provided in:

- *Definition ConRm: Confinement of structure fires to the room, part room or object of origin.*

## Definition ConRm **Confinement of structure fires to the room, part room or object of origin**

The indicator 'Confinement of structure fires' is defined as the proportion of structure fires confined to the room, part room or object of origin.

**Numerator:** the number of structure fires confined to the room, part room or object of origin (Collection sheet code: EM\_F11\_K10). **(AIRS A23 Type of incident codes 110 – 119 and 120 – 129 where K20 extent of Flame Damage is (1,2,3).**

**Denominator:** the number of structure fires with a value attributed to confinement (Collection sheet code: EM\_F11\_K10d). **(AIRS A23 Type of incident codes 110 – 119 and 120 – 129 where K20 Extent of Flame Damage is (1 to 7).**

### **Scope:**

Structure fires **include:**

- Building fires – Type of Incident Code 110 – 119
- Fires in buildings confined to non-combustible containers – Type of Incident Code 120 – 129

Structure fires **exclude:**

- Special structures fires – Type of Incident Code 130-139

Also report, as per above scope, by three **ignition factors (E05):**

### Accidental structure fires (Codes 300 – 790)

Numerator: Accidental structure fires confined to the room, part room or object of origin (Codes 110, 120, 210, 220) (Collection sheet code: EM\_F11\_K09)

Denominator: Accidental structure fires with a value attributed to confinement (Collection sheet code: EM\_F11\_K09d)

### Incendiary and suspicious structure fires (Codes 110, 120, 210, 220)

Numerator: Incendiary and suspicious structure fires confined to the room, part room or object of origin (Collection sheet code: EM\_F11\_K08)

Denominator: Incendiary and suspicious structure fires with a value attributed to confinement (Collection sheet code: EM\_F11\_K08d)

### Structure fires by other ignition types (Codes 800 – 990, 008, 000, 001, 002, 003, null)

Numerator: Structure fires by other ignition types confined to the room, part room or object of origin (Collection sheet code: EM\_F11\_K07)

Denominator: Structure fires by other ignition types with a value attributed to confinement (Collection sheet code: EM\_F11\_K07d)

AIRS does not require structure fires with codes 120 – 129 to have a completed extent of flame damage field. It is only required for fires coded 110 – 119.

**Exclude blanks and zeros from calculation (in both the numerator and the denominator).**

This indicator is segmented to better understand the relationship between ignition factor and containment.

---

## 4.7 Collection sheet: Landscape fire deaths ('Landscape fire deaths')

This collection sheet compiles data on the number of landscape fire deaths.

The data definitions and counting rules are provided in the table below.

Data Elements	
Deaths	Number of people killed by landscape fires in the jurisdiction during the reference year
Definition	<p>A fatality that is attributable to a landscape fire as confirmed by a coroner or inquest or provisionally by the incident controller or by media reports</p> <p>Includes travel to and from the incident and all supporting activities;</p> <p>Includes the full range of causes of death not just, fire, smoke and flames;</p> <p>Includes deaths of all persons irrespective of their normal place of residency;</p> <p>Excludes deaths that are attributable to intentional self-harm, assault or murder;</p> <p>Excludes the unborn babies of pregnant women who are killed.</p>
Sources	<p>Incident records and media reports at or near the time of the incident.</p> <p>Coronial findings held in the National Coroners Information System (post 2000) and in file records.</p> <p>Published inquest findings.</p> <p>Published historical accounts of landscape fires.</p> <p>Data held by Risk Frontiers, CSIRO and the Bushfire CRC.</p> <p>Agency records.</p>

---

## 4.8 Collection sheet: Road crash rescue ('Road crash')

This collection sheet compiles data on the number of road crash rescue incidents fire services organisations attended and the number of people extracted by fire services organisations at the scene of a road crash rescue incident.

*Exclude all non-fire agencies. Information on road rescue incidents attended by non-fire agencies such as State and Territory Emergency Services (STES), is collected and published separately.*

The data definitions and counting rules are provided in:

- *Definition RoadInc: Number of reported road rescue incidents*
- *Definition RoadExt: Number of reported road rescue extractions.*

## Definition RoadInc **Number of road Rescue incidents**

### *Definition and counting rules*

A road rescue is defined as an accident or incident involving a motor vehicle and the presumption that there are injuries or that assistance is required from emergency services organisations.

For AIRS users this corresponds to **A23 Type of Incident = Division 3: 351 and 352** (agencies should also consider other division 3 codes that their staff may use for reporting road rescue e.g. 310 to 329 or 350 or 359.)

**AND A24 (Type of Action Taken) = 20 - 23 or 29 OR D2 (No of Injuries) >=1 OR D4 (No of Fatalities) >=1 OR D5 (No Rescued) >=1**

**AND J1 (Mobile Property Type) 10-29 or 61 –65, 67**

### *Contextual information*

It is important to provide appropriate contextual information in the comments field when providing this data. You may want to clarify counting rules and compilation processes or clearly identify definitions used to develop the indicator, and any other relevant information that may assist the reader with interpretation.

The Jurisdictional Representatives need to work with service providers to identify internal processes to identify the number of incidents and to avoid double counting.

#### **Exclude all non-fire agencies**

Information on road rescue incidents attended by non–fire agencies such as State and Territory Emergency Services (STES), is collected and published separately.

## Definition RoadExt Number of road rescue incidents events in which rescue (extrication or release) occurred

### Definition and counting rules

The definition for a road rescue incident is defined above. Rescue function or activity incorporates the following

- **Rescue** — Any assistance provided to a person(s) (non-injured, injured or deceased) that were trapped, in difficulty or similar, and are subsequently freed by the reporting authority to enable the movement of those involved to a safe environment.
- **Extrication** — The disentanglement of a person (living or deceased) who is prevented from moving or being moved to a safe environment as they are held in place by a part of their body. This includes the retrieval of body parts from accident scenes.
- **Release** — The liberation or retrieval of a person(s) (non-injured, injured or deceased) that are prevented from freely moving or being moved to a safe environment from a confined or restricted position for any reason other than that detailed in extrication (eg. accident, mechanical damage, part or structural failure or collapse).

For AIRS users the following codes should be used:

- **A23 Type of Incident = Division 3: 351 and 352** (agencies should also consider other division 3 codes that their staff may use for reporting road rescue e.g. 310 to 329 or 350 or 359.)
- **AND A24 (Type of Action Taken) = 21,22, 23 AND [D2 (No of Injuries) >=1 OR D4 (No of Fatalities) >=1 OR D5 (No Rescued) >=1 ]**
- **AND J1 (Mobile Property Type) 10-29 or 61 –65, 67**

### Contextual information

It is important to provide appropriate contextual information in the comments field when providing this data. You may want to clarify counting rules and compilation processes or clearly identify definitions used to develop the indicator, and any other relevant information that may assist the reader with interpretation.

The Jurisdictional Representatives need to work with service providers to identify internal processes to identify the number of incidents and avoid double counting.

Note: Release is to be counted as a rescue.

#### Exclude all non-fire agencies

Information on road rescue incidents attended by non-fire agencies such as State and Territory Emergency Services (STES), is collected and published separately.



# END OF DATA MANUAL

---