



**Government
of South Australia**

The South Australian Fire and Emergency Services Commission

Annual Report 2007-2008



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Annual Report 2007-08

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Contents

Contents.....	3
Letter of Transmittal	4
Foreword from the Minister.....	5
From the Commissioner of Fire and Emergencies.....	7
South Australian Fire and Emergency Services Commission Highlights 2007-2008..	9
South Australian State Emergency Service Highlights 2007-2008.....	11
South Australian Country Fire Service Highlights 2007-2008	13
South Australian Metropolitan Fire Service Highlights 2007- 2008	16
The South Australian Fire and Emergency Services Commission Strategic Plan	18
Our Strategic Themes	22
SAFECOM Organisational Structure	24
SAFECOM Organisational Structure- Directorates	25
Human Resources Management.....	26
SAFECOM Workforce Statistics	30
Occupational Health, Safety, Welfare and	35
Injury Management.....	35
Occupational Health & Safety Performance	36
Volunteer Management	39
Public Affairs	46
Emergency Management (whole of Government)	48
Information Management.....	50
Asset and Facilities Management.....	52
Finance Directorate	53
Consultants	54
Public Sector Fraud.....	56
Overseas Travel	57
Asset and Facilities Management.....	104
Water Efficiency Plans	105
Energy Efficiency Action Plan.....	105
Energy Consumption.....	106
Asbestos Management.....	109
Freedom of Information	112
Abbreviations	113

Letter of Transmittal

30 October 2008

Hon Michael Wright MP
Minister for Emergency Services
Parliament House
North Terrace
ADELAIDE SA 5000

Dear Minister

It is my pleasure on behalf of the South Australian Fire and Emergency Services Commission (SAFECOM) to submit for your information and presentation to Parliament, the 2007/08 SAFECOM Annual Report, which has been prepared pursuant to section 22 of the Fire and Emergency Services Act 2005.

The Report summarises the activities and achievements of SAFECOM and the emergency services sector through the covering the period 1 July 2007 to 30 June 2008.

Yours sincerely



David Place
Commissioner of Fire and Emergencies
SAFECOM

Foreword from the Minister



October 2008

Since commencing as Minister for Emergency Services, I have been pleased with the level of collaboration that I have witnessed across the emergency services sector. This work to improve and make the sector as efficient as possible whilst delivering the highest quality of service to our communities is commended.

It has been a busy year across the sector; following six months of detailed stakeholder consultations, the review of the Fire and Emergency Services Act 2005 by Mr John Murray was tabled in Parliament on the 8th of May.

The review made it clear that our emergency services organisations the CFS, SES and MFS should remain as three distinct and separate operational entities, the Government was pleased to accept this finding and continues to support and promote the culture and traditions of our three services.

I am currently in consultation with stakeholders and their representative associations on the 49 recommendations of the review and look forward to announcing a formal Government response once this process is complete.

SAFECOM in partnership with the CFS continues to lead the implementation of the recommendations arising from the Deputy Coroners Report into the Wangary Bushfire in 2005. A majority of the recommendations will be in place by the start of this Fire Danger Season contributing to an enhanced state of bushfire preparedness. This will include an increased aerial firefighting capacity.

Emergency services volunteers continue to play a crucial role across the sector. A number of initiatives were undertaken during the year to recognise this role, including the Volunteer and Employer Recognition and Support Program and the endorsement of the Volunteer Charters.

On behalf of the Government, I would like to express my appreciation to the many emergency services volunteers and staff who are helping to work towards making South Australia safer through their membership and efforts in our emergency services.

I would also like to acknowledge the work of the previous Minister, the Hon Carmel Zollo MLC, and the assistance she has provided to SAFECOM over the past year.

I look forward to enhancing the positive relationships I have formed throughout the sector over the coming year and meeting many more volunteers and staff as we work together to keep South Australian communities safe.

I am pleased to present the 2007-2008 Annual Report of the South Australian Fire and Emergency Services Commission.



HON MICHAEL WRIGHT MP
MINISTER FOR EMERGENCY SERVICES

From the Commissioner of Fire and Emergencies



This year has been a busy year in the emergency services sector and has proven to be a very eventful one. Like previous years, the past year was a challenging one for management, staff and our volunteers. The changing weather patterns, prolonged periods of drought, increased community expectations and the need to maintain a quality service delivery in the midst of significant change management and planning, all contributed towards a challenging and busy time. It is to their credit that staff and volunteers continued to provide effective specialised and support services to both the sector and the South Australian community.

The Commission and its Board continue to lead and support the development of sector-wide strategy and planning processes and commenced the development of a Statement of Strategic Direction to guide the sector through to 2014.

They are ably supported and assisted by the SAFECOM Advisory Board in the development and delivery of these initiatives.

Several key projects and initiatives were completed or commenced during the year including:

- over 31,910 responses by our services to a range of emergency incidents across the State
- over 865 preventative initiatives to build community resilience and ensure the safety of our communities
- the commissioning of 12 new stations/units increasing our capacity to respond to the needs of the South Australian community
- the commencement of construction on a new boat for the State Emergency Service and the purchase of four new trucks for the Metropolitan Fire Service, the delivery of 17 new vehicles to the Country Fire Service and three to the State Emergency Service
- a review of the Fire and Emergency Services Act 2005 by Mr John Murray

- implementation of the Wangary Bushfire Recommendations made by the Deputy Coroner
- the signing of two Volunteer Charters to ensure that there is effective consultation and communications with our volunteers
- implementation of a Volunteer and Employer Recognition and Support Program to support and promote the invaluable contribution of our volunteers and their employers, toward the emergency services capacity of our State
- the commencement of targeted implementation of the National Emergency Management Strategy for Remote Indigenous Communities
- examination how we support our Volunteers in the field through a review of the Volunteer Management Branch, and
- the consolidation of the public relations function into a single sector-wide communications unit providing media management, publicity and corporate communications support.

I feel confident that we as a sector are moving towards realising our primary objective of improving community safety, through a cohesive strategic approach that guides cost-effective service delivery, governance and accountability in accordance with stated government policy.



David Place

Commissioner of Fire and Emergencies

SAFECOM

South Australian Fire and Emergency Services Commission Highlights 2007-2008

The following are highlights of the activities of the South Australian Fire and Emergency Services Commission (SAFECOM) for the financial year 2007/08:

- The operation of the Fire and Emergency Services Act 2005 was reviewed by Mr John Murray as required under Section 149
- An Emergency Management Office was established within SAFECOM
- The Office of SA Fire and Emergency Services Commission was restructured
- A review of financial policies and procedures was completed
- The implementation and integration of the Emergency Services Sector Records Management System was commenced
- A working group was established and coordinated to consider the 34 recommendations from the Wangary Bushfire and provide options to the Government for consideration
- SAFECOM had significant involvement in establishing the requirements, definitions and vendor response evaluations for the SACAD project
- Several major migrations under the Future ICT initiatives including the migration of the sector's mobile telephones from CDMA to NextG were completed
- Networked IT facilities to more than 30 new locations, predominantly Incident Control Centres were implemented
- A database replication for operational support applications to provide redundancy and disaster recovery was implemented
- Access/services for remote offices was improved
- The Constitutions of the South Australian Country Fire Service Brigades and Groups were reviewed
- A Volunteer and Employer Recognition and Support Program was launched and implemented
- Volunteer Charters were signed with volunteers of the County Fire Service and the State Emergency Service
- A review of the Volunteer Management Branch was commenced
- A review into the administrative workload of volunteers was commenced

- A Volunteer Marine Rescue (VMR) database was developed and implemented
- A new range of publicity material to enhance and assist the recruitment activities of the emergency services organisations was developed and produced
- A training program to assist the State Emergency Service (SES) develop and enhance their capacity to better manage their Units was developed
- There was continued administration of the Active8 partnerships
- A Performance Development Policy and Process was developed
- Completed negotiations with Justice Portfolio to enable employees of the emergency services sector to access contemporary professional development opportunities under the Justice Organisational Learning Framework
- A draft Cultural Diversity and Inclusive Practice Statement and Language Usage Practice Statement was developed
- The WorkCover and SAFECOM Partnership Plan was completed and signed
- Successfully negotiated a four year extension to the SPAM program to reduce psychological claims
- Secured ongoing funding for the Health Monitoring Program
- Co-ordinated the Australian Safer Communities Awards Program
- Completed capability verification and risk assessments exercises in identified remote and Indigenous communities in South Australia
- Provided support and advice to emergency service organisations in the delivery of capital projects
- Provided business management support to emergency service organisations
- Completed a review of financial policies and procedures
- Developed templates that link budgets to functional targets
- Implemented required components of the Financial Management Toolkit
- Co-ordinated the 2007-08 portfolio statements and budget submissions through quarterly budget reviews, and
- Developed a financial management risk register.

South Australian State Emergency Service Highlights 2007-2008

The State Emergency Service (SES) is a volunteer emergency service established to provide immediate assistance during emergencies and disasters. It assists the South Australian community to prepare for and cope with emergency situations, particularly as a result of extreme weather and flood by providing:

- incident response,
- disaster and major incident response, and
- emergency management planning, training and support to build community resilience.

The SES has 1875 volunteers, 58 cadets and 31 staff operating in 66 units based over four regions.

The following are the highlights of SES activities during the 2007/08 year, full details of these activities are contained in the SES Annual Report which is available for viewing on-line at <http://www.ses.sa.gov.au>:

- 130 SES personnel were deployed in December 2007 to Kangaroo Island to directly assist the CFS
- Regional Unit Managers' Advisory Groups (UMAGs), Internal Reference Groups (IRGs) and the external Audit Review Group (ARG) were established to improve internal and external communications within the SES
- A comprehensive motivational measurement and assessment of staff, volunteer leaders and general volunteers was undertaken to be used as an information resource for the development of human resource policy and directions
- A new medical examination system was developed to ensure that members are only deployed to tasks or trained for tasks that they are physically and psychologically capable of operating in a safe and effective manner
- A \$95 000 grant was received from Emergency Management Australia [EMA] to engage the Australian Bureau of Statistics to develop a set of consistent key performance indicators that measure the activities of the national State and Territory State Emergency Services
- A grant of \$36 812 was also received from EMA for the development of a 'Field Operations Guide' handbook for volunteers
- Construction work commenced on a new offshore vessel for deployment to the Unit at Port Lincoln

- A new building for Port Pirie Unit was commissioned by the Minister for Emergency Services
- Building works were completed for Units at Berri and Snowtown to provide modern facilities that are purpose built to meet the training, communications and physical storage needs of the Units and the rescue requirements of their communities
- The Tea Tree Gully Unit received a third placing when they competed in the National Disaster Rescue Competitions in Bunbury, Western Australia
- Land and funding were acquired from the Kangaroo Island District Council for a storage facility and operations base for the Australian Volunteer Coast Guard
- Completed the Volunteer Marine Rescue (VMR) Seamanship Manual with a grant from EMA's 'Working Together to Manage Emergencies' Program
- Five multi-agency marine exercises were conducted under the State VMR Exercise Program at Port Lincoln, Whyalla, Point Turton, Wirrina and Adelaide, and
- The VMR Government Radio Network [GRN] Training Program was developed and delivered statewide by the State Marine Communications Management Committee.

South Australian Country Fire Service Highlights 2007-2008

The SA Country Fire Service (CFS) is a community-based fire and emergency service, dedicated to protecting life, property and environmental assets in rural and semi-urban SA.

CFS volunteers attend around 7000 incidents each year including:

- Bushfires;
- Fire protection at road crashes;
- Rescue of trapped persons from road crashes;
- Hazardous materials spills;
- Structure and motor vehicle fires; and
- Support to MFS and SES.

The following are the highlights of CFS activities during the 2007/08 year, full details of these activities are contained in the CFS Annual Report which is available for viewing on-line at <http://www.cfs.sa.gov.au>

- A Chief Officers Advisory Council was established to provide avenues for volunteer involvement in the CFS decision making process on those matters that affect volunteers and service delivery in communities
- Regional Cadet events were held in region 5 including a two day event at the Grampian Retreats to stretch cadet boundaries with challenging activities. A field day in June also allowed cadets to observe and practice CFS competition skills under the guidance of Naracoorte Brigade members
- CFS State Operations Call Centre (SOCC) transferred to the MFS Call Receipt and Dispatch in preparation for the South Australian Computer Aided Dispatch (SACAD) Project when it becomes operational
- Nineteen major incidents occurred during the year including Kangaroo Island, Warooka, Belair, Gumeracha, Williamstown and Willunga
- A level 3 Incident Management IT cache capable of being used by incident management teams in the field was developed and established with support from SAFECOM
- A series of memorial events and services were held throughout the State to commemorate the Ash Wednesday Bushfire in February 1983 including a memorial service at the Mt Lofty Botanic Gardens
- The launch of the 'Bushfire Ready' campaign in November 2007 focussing on changing the attitudes and behaviours of the community

- More 11,000 members of the community attend over 269 community bushfire education and awareness initiatives of participated in the Community Fire Safe Program during the year including bushfire safety workshops, Bushfire Blitz Meetings and Community Fire Safe groups
- The CFS exhibit won second prize at Royal Adelaide show for the 'Best Outdoor Exhibition', with 'Smokey the Koala' being a popular character with visiting children
- A code of practice relating to grain harvesting operations was developed in partnership with the SA Farmers Federation to encourage consideration of the environment when harvesting crops
- Significant input and involvement in the Ministerial Review of Bushfire Management in South Australia
- Implemented and delivered the training course 'Safe Off-Road Driver Training' to 1748 volunteers and staff from the CFS, the Department of Environment & Heritage and the SES
- Development of the Command and Leadership Framework to further enhance incident management training for level 2 and level 3 incident management team members
- Development and roll-out of a CFS Tactical Command and Leadership Course with 190 participants completing the course
- Production of a Supervision of Machinery Booklet created in partnership with the Government Agencies Fire Liaison committee to assist persons undertaking training for supervision of machinery used in bushfire operations
- Aerial firefighting capabilities were enhanced with helicopter bombing aircraft upgraded to Bell 212 aircraft and fixed wing bombers upgraded in their capacity in Mt Gambier and Port Lincoln
- The CFS infrastructure and logistics team delivered a total of 39 appliances across South Australia, a total of 16 stations were constructed and 2 stations refurbished
- Seven new 34P type appliances including safety features such as heat reflective blinds, cabin water spray system and a breathable air system for the crew in the event of a burnover were received and allocated to brigades
- Purchase of a new six wheel drive to enable the carrying of 1600 litres of water for use in areas such as Ngarkat Conservation Park
- Construction of eight fire stations across the state including co-located facilities with the State Emergency Services at Hallet, Booleroo Centre and Andamooka, and

- Significant focus in 2007 on reviewing command and leadership structure, internal functional management arrangements, delivery and content of training against competency requirements, management of bushfire prevention and community education and awareness programs in light of the release of the Deputy Coroner's report into the Wangary Bushfire of 2005.

South Australian Metropolitan Fire Service Highlights 2007- 2008

The SA Metropolitan Fire Services (MFS) is the primary provider of firefighting services in South Australia and protects the South Australian community from the effects of fire, hazardous materials incidents, road crashes, rescues and other emergencies.

The MFS employs 1092 persons, based at 19 metropolitan fire stations and 17 regional fire stations as well as persons located at the MFS training Centre and Engineering Division at Angle Park.

The following are the highlights of MFS activities during the 2007/08 year, full details of these activities are contained in the MFS Annual Report which is available for viewing on-line at <http://www.samfs.sa.gov.au>:

- Representatives from the MFS participated in several key public sector reform forums to 'foster high-performance leadership based on capability, accountability and results', including representation at the Australasian Fire Authorities Council (AFAC)
- MFS representatives were part of Emergency Management Australia's assessment team that visited Greece in the aftermath of widespread fires in August 2007 that resulted in the loss of 76 lives.
- All major planning and reporting systems were reviewed to align them with the needs of the South Australian community and South Australian Strategic Directions
- 69 Road Awareness and Accident Prevention (RAAP) programs were delivered to approximately 9,700 students across metropolitan and regional South Australia
- In excess of 900 building inspections and investigations were carried out
- 36 new firefighters were recruited and trained in a 14-week course to meet the requirements of Certificate II in Firefighting and Emergency Operations from the nationally recognised 'Public Safety Training' package
- 1656 units of study from the 'Public Safety Training Package' were completed
- Participated in a number of single and multi-agency exercises during the year including a:
 - road crash rescue exercise at Monash in the Riverland
 - multi-agency exercise, 'Securing Our Regional Skies', at regional airports on the west coast, and
 - multi-agency exercise 'Stuffed Goose'

- A new fire station was formally opened in Beulah Park on 10th April 2008
- Continued expansion to the grid-connected photovoltaic system at MFS Adelaide Fire Station, 99 Wakefield Street that now generates over 30 kW, and
- Responded to 21,041 emergency incidents that were not fire related and involved dangerous substances or HAZMAT, road crash, urban search and rescue and other technical rescues.

The South Australian Fire and Emergency Services Commission Strategic Plan

Our Vision

A safer community through integrated emergency services

We work for a safer community by providing a cohesive strategic direction to the emergency service sector for service delivery, governance and accountability to assure Government and the community that our services are appropriate and provide value for money.

Our Mission

Leading a unified approach to community safety and delivery of emergency services

We lead in the delivery of appropriate, effective and efficient emergency services to the South Australian community by fostering strategic collaboration and partnering across the emergency sector, while ensuring accountability to Government.

Our guiding principle

Safety – of our people and of the community

We embrace our Government's zero harm policy and promote a safety-first culture.

Our goal

Improved community safety

Everything we do contributes to achieving our Community Safety Goal. We aim to achieve the following targets.

Target	Means of Verification	Time
SA's fire-related injuries per 100,000 people are below the national three-year average of 13.6	Australian Institute of Health and Welfare (AIHW) fire-related injury records	By 2015
SA's fire-related deaths per million people are below the national three-year average of 6.4	ABS fire-related mortality records	By 2015

Our values

Our values guide our behaviour and underpin our relationships

We value	We demonstrate this by
Our People	<ul style="list-style-type: none"> • Recognising our volunteers and career staff as our greatest asset and valuing their diversity • Ensuring a safe place of work • Valuing the cultures and traditions of the emergency services • Meeting personal development and career aspirations, and • Treating our people as family
Community Engagement	<ul style="list-style-type: none"> • Embracing community safety issues and needs • Fostering the community spirit of volunteerism • Ensuring service is community focussed • Ensuring equitable service delivery • Valuing life, property and the environment, and • Working with diverse communities to help them protect what they value
Leadership and Teamwork	<ul style="list-style-type: none"> • Leading by example • Working together for a safer community • Collaborating and developing partnerships, and • Being supportive during times of change
Integrity, Honesty and Ethical Behaviour	<ul style="list-style-type: none"> • Respecting and trusting each other • Promoting open and honest communication, and • Displaying ethical behaviour
Continuous Improvement	<ul style="list-style-type: none"> • Applying business excellence principles • Striving to be the best at what we do • Promoting and rewarding innovation, safety and efficiency • Promoting a team-based performance culture, and • Being responsive to reform and change.

We value	We demonstrate this by
Governance and Accountability	<ul style="list-style-type: none"> • Identifying and articulating our responsibilities and relationships • Defining who is responsible for what, to whom, and by when • Planning, evaluating, auditing and reviewing our service delivery • Managing our corporate risks, and • Complying with government accountability and governance requirements

Our approach

Our approach outlines the way we do business

We will actively promote	We demonstrate this by
Integration	<ul style="list-style-type: none"> • Taking a linked-up approach to problem solving and service delivery with our partners at all levels of government and in the community
Unity	<ul style="list-style-type: none"> • Working together under our governance framework with a common goal to serve the community's best interests • Using common standards, systems and approaches wherever possible ,and • Pooling common functions to achieve economies of scale and improve service delivery
Efficient Service Delivery	<ul style="list-style-type: none"> • Developing a risk-based resource allocation framework and standards for service delivery across Prevention, Preparedness, Response and Recovery • Improving our knowledge, analytical skills, research capacity and information systems, and using these to assess community needs, the impact of our activities and our performance • Rewarding innovation and problem solving, and • Taking informed risks and constantly examining the way we do our work to find more creative and better ways to achieve our objectives

We will actively promote	We demonstrate this by
Adaptation and Responsiveness to Change	<ul style="list-style-type: none"> • Monitoring the trends in the environments we work in and proactively planning change to meet future challenges • Actively creating, seeking and sharing information and knowledge • Reflecting on our experiences, continuously learning from those of others and embracing new challenges, and • Communicating our objectives and actions and in ways that will increase understanding of community safety and support the achievement of our vision

Our Strategic Themes



Four strategic themes guide our strategies to achieve our Community Safety Vision. These themes are the cornerstone for managing our strategies, organising our Key Performance Indicators, and reporting and managing business process improvement.

1. Sustaining Corporate Governance

- Strategic alignment of the emergency services sector to achieve our community safety vision
- Define the necessary goals and objectives to achieve and the required strategies and tactics to achieve those goals and objectives - then communicate, manage and evaluate those strategies for compliance
- Foster relationships with the Justice Portfolio, our Minister, the Emergency Services Organisations, other key stakeholders and the Community Emergency Services Fund, and
- Evaluate emergency service delivery and report to government and the community on our sector's performance against agreed criteria for appropriate, equitable, effective and efficient emergency services, ensuring that governance and accountability obligations are met.

2. Engaging communities & aligning services to needs

- Work with communities to help them identify their needs
- Develop an all-encompassing approach to mitigate and treat community risk through community partnerships
- Align fire and emergency service delivery to accommodate community needs, and
- Establish partnerships with communities to help them become more resilient to the threats they face.

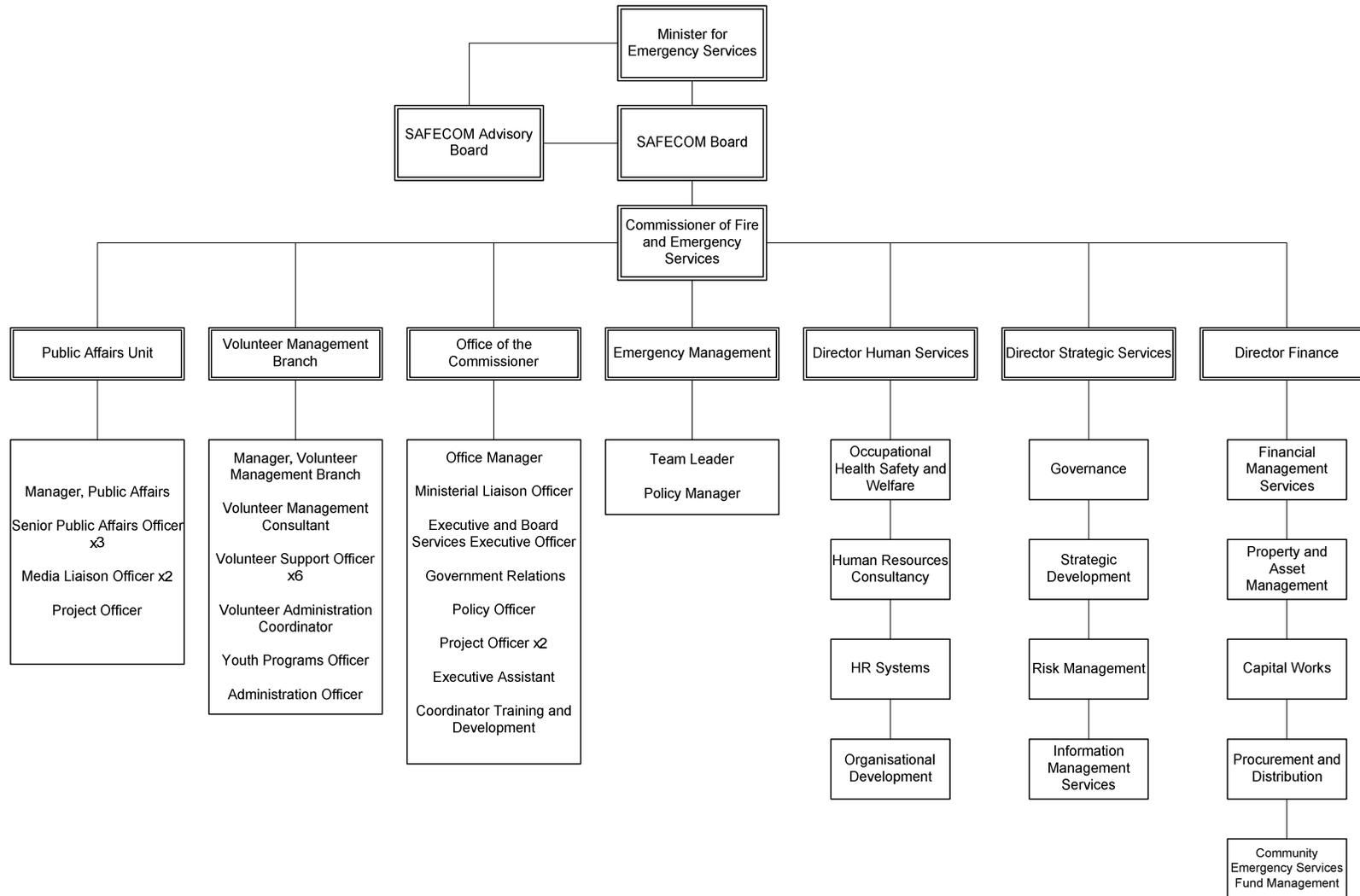
3. Integrating service delivery

- Develop the best sector-wide mix of quality services and resources across Prevention, Preparedness, Response and Recovery (PPRR) for cost-effective service delivery
- Develop and improve business processes so we excel at providing seamless community-focussed service delivery
- Develop and manage partnerships and strategic alliances with stakeholders to ensure the government's expectations for improving emergency service delivery are met, and
- Reduce the total impact of emergency incidents by proactive and collaborative management of community risk.

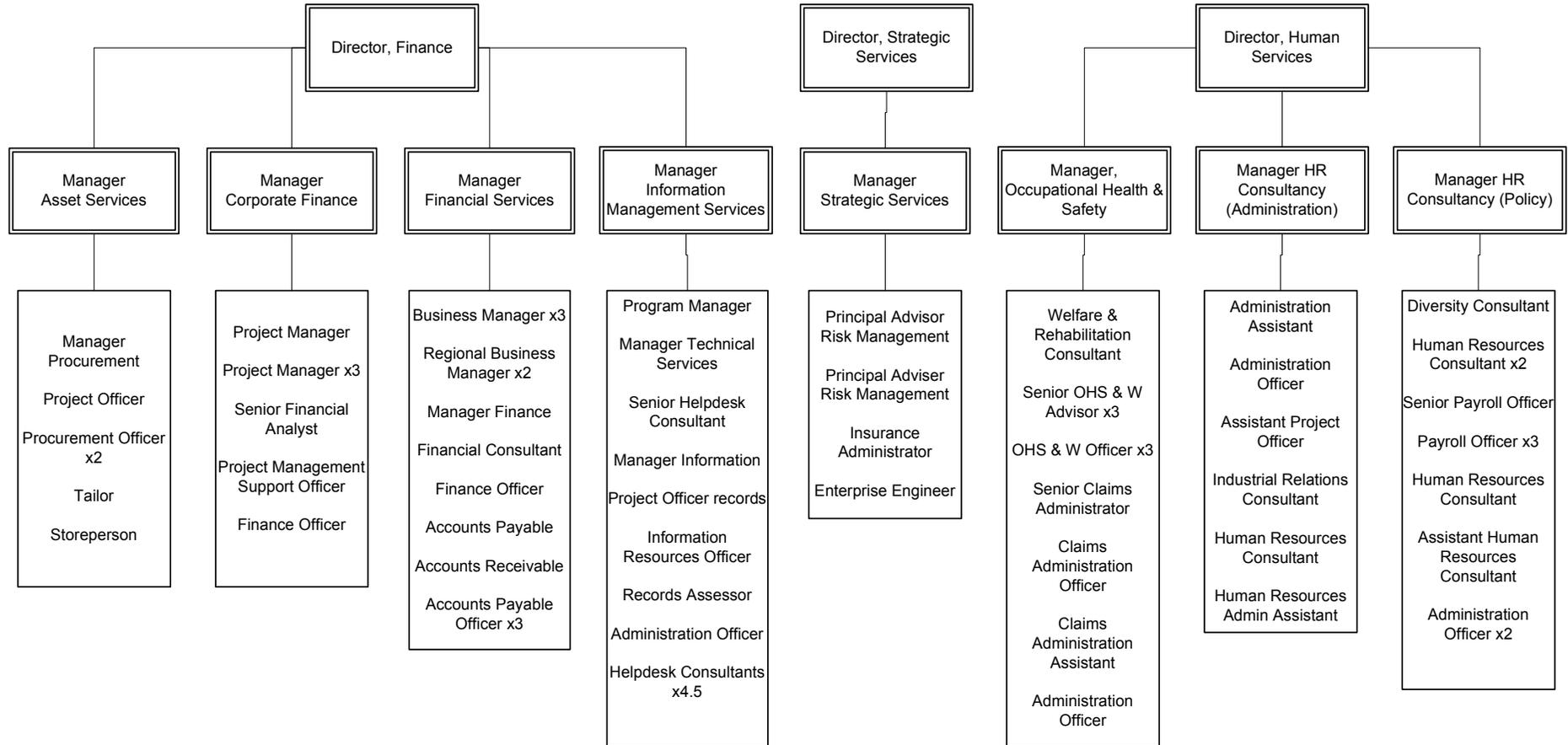
4. Developing our capacity

- Develop and coordinate sector-wide human resource policies and an organisational development framework that meets the Office for Public Employment strategic guidelines, including workforce planning, succession planning and other strategic human resource challenges
- Ensure that staff and volunteers have the skills, knowledge, competencies and support needed to safely deliver effective services
- Adopt a 'Business Excellence' and 'Total Quality Service' philosophy as our business platform in meeting community need, and
- Develop the infrastructure our people need to deliver their services.

SAFECOM Organisational Structure



SAFECOM Organisational Structure- Directorates



Human Resources Management

A planned workforce

Workforce Plans

Under the *Fire and Emergency Services Act 2005*, emergency services organisations must prepare yearly workforce plans for approval of the SAFECOM Board.

Contributions by SAFECOM's Human Resources Unit to the CFS, the SES and the MFS Workforce Plans 2007/2008 have involved the provision of:

- legislative/policy background, and
- workforce data inclusive of sex, age (to project succession planning, retirement projections, etc), classifications, rate of sick leave, diversity, etc.

SAFECOM has reviewed its organisational structure to ensure the most effective and efficient use of its most valuable asset, its employees. This review ensures pro active management of projected workforce challenges, including:

- the aging population
- increasing community expectations
- the recognition of the importance of work/life balance, and
- the transition of some functions to Shared Corporate Services.

1. Response and safe employment conditions

Human Resources policy development continued to feature strongly in the 2007/2008 financial year which saw the drafting of a contemporary leave policy.

2. Managed performance

A Performance Development Policy and Process was developed in acknowledgement that performance development is critical to continued workforce sustainability. The policy underpins the systemic approach planned for performance development across the sector.

3. Planned human resource development

SAFECOM continued to develop its database of training programs in recognition of the importance of training, development and educational opportunities to workforce sustainability.

We have also ensured that all sector employees are provided with access to the full range of contemporary professional development opportunities by negotiating with the Justice Portfolio to access programs under their Justice Organisational Learning Framework.

4. Protection of merit and equity

The following practice statements were drafted to better recognise current and prospective workforce diversity:

- Cultural Diversity and Inclusive Practice Statement, and
- Language Usage Practice Statement.

5. Continuous improvement

Under the *Fire and Emergency Services Act 2005*, the SAFECOM is required to develop common human resources policies for application across the emergency services sector organisations comprising the CFS, the MFS) (non operational fire-fighters and operational fire-fighters where relevant and so stated), SES and the Commission itself.

To this end, in addition to the 18 human resources policies that were developed in the preceding financial year, the following have been drafted and are subject to consultation:

- Succession planning
- Performance development
- Leave
- Flexi right to further appointment, and
- Usage of temporary agency staff.

The following continuous improvement reviews were successfully implemented to ensure that SAFECOM continues to meet and exceed stakeholder expectations:

- **Reorganisation of Executive and Board Services to the Commission Office and Policy Services** - to better meet staff, volunteer, emergency services stakeholders, Government and South Australian Community expectations.

The appointment of the Commissioner of Fire and Emergencies (CFE) along with the current review of the *Fire and Emergency Services Act 2005* signalled a need to review the strategic imperatives and service delivery of SAFECOM.

Challenges facing the emergency services sector, in particular the Commission included:

- implementation of Government policy and outcomes of State Strategic Plan and the SAFECOM Strategic Plan
- the establishment of the Office of the Commissioner of Fire and Emergencies
- a review of the Public Sector Management Act (SA)
- the introduction of Shared Corporate Services
- South Australia's ageing population, reduced population growth and therefore more competition to attract and retain paid staff and volunteers

- the Ministerial Review of Bushfire Management in South Australia, and
- the Wangary Bushfire Recommendations.

Against this background, the reorganisation of Executive and Board Service was guided by the objectives of the FES Act and the identified challenges and gaps in strategy and policy development, implementation and evaluation.

The reorganisation was underpinned by the following key themes:

- whole of sector fire and emergency services strategy and policy development and advice
- whole of government relations
- volunteer management and volunteer relations
- emergency management, and
- public affairs with a principal focus on branding and stakeholder relations.

- **Volunteer Management Branch review**

The changing demographics of volunteering and legislative demands (eg industrial; occupational, health safety and welfare; freedom of information) have brought many changes to the emergency services sector, including volunteer management.

These changes have been recognised by our various stakeholders, requiring that SAFECOM review the systems, policies and programs that support our volunteers and ensure their ongoing confidence.

With that in mind, SAFECOM embarked on a review of the Volunteer Management Branch (VMB) to better meet the needs and expectations of stakeholders while maximising the effectiveness of allocated resources. The review was also in keeping with SAFECOM's strategic direction, '*Developing our Capacity*'.

The review examined volunteer management in the emergency services benchmarked against the National Standards for Involving Volunteers in Not-for-Profit Organisations (National Standards). It focussed on practices that foster continuous service improvement in volunteer management.

The areas of enquiry were organised in accordance with the main themes of the National Standards ie:

- Policies and Procedures
- Management Responsibility
- Recruitment, Selection and Orientation
- Training and Development
- Work and the Workplace
- Documentation and Records

- Service Delivery, and
- Continuous Improvement.
- **Public Affairs Coordination**
Public Affairs has been effectively transitioned to SAFECOM from the emergency services organisations. Intended benefits include improved event co-ordination and communication.

SAFECOM Workforce Statistics

Agency	SA Fire and Emergency Services Commission
Persons	115

FTE's	112.37
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Gender	% Persons	% FTE
Male	53.04	54.28
Female	46.96	45.72

Number of Persons Separated from the agency during the last 12 months	28
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Number of Persons Recruited to the agency during the 07/08 financial year	37
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SAFECOM actively promotes flexible working arrangements and endeavours to provide opportunities that support work-life balance. This has resulted in an increasing number of job sharing and part-time appointments, which largely explains the success of new persons recruited over those separating.

Number of Persons Recruited to the agency during the 07/08 financial year AND who were active/paid at June 2008	30
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Number of Persons on Leave without Pay at 30 June 2008	2
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Number of employees by salary bracket			
Salary Bracket	Male	Female	Total
\$0 - \$43,999	8	11	19
\$44,000 - \$56,999	12	23	35
\$57,000 - \$72,999	15	12	27
\$73,000 - \$91,999	22	8	30
\$92,000+	4	0	4
Total	61	54	115

Status of employees in current position
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FTE's

Gender	Ongoing	Short-term contract	Long-term contract	Casual	Total
Male	53	5	5	0	61
Female	33.57	15.8	15.8	0	51.4
Total	86.57	20.8	20.8	0	112

Persons

Gender	Ongoing	Short-term contract	Long-term contract	Casual	Total
Male	53	5	3	0	61
Female	36	16	2	0	54
Total	89	21	5	0	115

Number of executives by status in current position, gender and classification			
Classification	Contract (untenured)		Total
	Male	Female	
EXEC0A	3	0	3
EXEC0D	1	0	1

Total days leave taken	
Leave Type	2007-2008
1) Sick Leave Taken	722.2
2) Family Carer's Leave Taken	58.87
3) Miscellaneous Special Leave	51.72

Number of employees by age bracket by gender				
Age Bracket	Male	Female	Total	% of Total
15 - 19			0	0
20 - 24	0	1	1	0.87
25 - 29	1	3	4	3.48
30 - 34	6	9	15	13
35 - 39	2	9	11	9.57
40 - 44	7	8	15	13
45 - 49	10	6	16	13.9
50 - 54	14	8	22	19.1
55 - 59	16	4	20	17.4
60 - 64	5	5	10	8.7
65+	0	1	1	0.87
Total	61	54	115	100

Number of Aboriginal and/or Torres Strait Islander employees				
	Male	Female	Total	% of Agency
Aboriginal /Torres Strait Islander	1	0	1	0.87

Cultural and linguistic diversity				
Name	Male	Female	Total	% of Agency
Number of Employees born overseas	9	7	16	13.9
Number of Employees who speak language(s) other than English at home	3	2	5	4.35

Number of employees with ongoing disabilities requiring workplace adaptation			
	Male	Female	Total
Total	1	2	3

Number of employees using voluntary flexible working arrangements by gender			
Leave Type	Male	Female	Total
Purchased Leave	0	0	0
Flexitime	57	54	111
Compressed Weeks	0	1	1
Part-time Job Share	0	2	2
Working from Home	0	0	0

Document review of individual performance*	
Documented Review of Individual Performance Management	Total
% Reviewed within the last 12 months	0
% review older than 12 months	0
% Not reviewed	100

*The Performance Development Policy and Process which has been developed will be implemented in full over the coming year to formally record performance management for reporting purposes.

Leadership and Management training	
Training and Development	Total Cost
Total training and development expenditure	\$258,000

Occupational Health, Safety, Welfare and Injury Management

The SAFCOM Chief Executive Officer's Commitment Statement and the high priority placed on Objective 18 (Safety and Injury Management) of the SAFECOM Strategic Plan form the basis of the strategy to embed the Premier's Zero Harm Vision that links to the South Australia's Strategic Plan Objective2: Improving Wellbeing and Target 2.11: Greater Safety at Work.

Initiatives that have been implemented to demonstrate the effectiveness of the SAFECOM systems include:

Sustainable commitment

- sign off on the WorkCover and SAFECOM Partnership Plan
- the successful negotiation of a four year extension to the SPAM program to reduce psychological claims
- ongoing funding of the Health Monitoring Program, and
- the development of strategies to ensure that injured employees are supported in their return to work and are treated with dignity and respect.

Financial accountability

- programmed reporting on the management of the annual Occupational Health, Safety and Injury Management (OHS&IM) budgets, and
- the allocation of financial accountability for safety performance to departmental managers

Integrated risk management

- the adoption of OHSW&IM as an integral component of the SAFECOM Risk Management Framework
- the introduction of the SAFECOM Risk Register that integrates risk management systems into core business, and
- the development of Departmental Business Plans to drive improved safety performance through hazard management practices.

Rigorous evaluation

- the development of the Strategic OHS&IM Framework to ensure that safety performance has measurable objectives
- the completion of Internal Auditing Training to assist in assuring safety performance is audited and evaluated as part of the SAFECOM business systems
- the provision of quarterly performance reports against safety and injury management targets to management, and
- the provision of statistical data to the OHSW Committee and Management to ensure safety performance is evidence based.

SAFECOM has also established a centralised OHSW Committee with an equal number of employee and management representatives. Meetings are held bi-monthly as part of the consultative arrangements. Employees are represented at the meeting by elected and trained health and safety representatives.

Occupational Health & Safety Performance

Table 1: OHS Legislative requirements

Number of Notifiable occurrences pursuant to OHS&W Regulations	0
Number of Notifiable injuries pursuant to OHS&W Regulations division 6.6.	0
Number of notices served pursuant to OHS&W Act s35, s39 and s40 (default, improvement and prohibition notices)	0

Table 2: Agency gross¹workers compensation expenditure for 2007-08 compared with 2006-07²

Expenditure	2007-08 (\$m)	2006-07 (\$m)	Variation (\$m)+ (-)	% Change + (-)
Income Maintenance	\$6,738	\$3,221	\$3,517	109%
Lump Sum Settlements Redemptions-Sect 42	\$72,297	\$15,000	\$57,297	382%
Lump Sum Settlements Permanent Disability-Sect 43	\$4,447	0	\$4,447	-
Medical/Hospital Costs combined	\$26,183	\$22,590	\$3,593	16%
Other	\$1,518	\$1,074	\$444	41%
Total Claims Expenditure	\$111,183	\$41,885	\$69,298	165%

¹ before 3rd party recovery

² information available from IDEAS RS/SIMS (for detailed advice on data extraction contact PSWD)

Table 3: Meeting Safety Performance Targets³

	Base: 2005-06	Performance: 12 months to end of June 2008			Final Target
	Numbers or %	Actual	Notional Quarterly Target	Variation	Numbers or %
1 Workplace Fatalities	0	0	0	0	0
2 New Workplace Injury Claims	3	7	3	+ 4	2
3 New Workplace Injury Claims Frequency Rate	N/A	N/A	N/A	N/A	N/A
4 Lost Time Injury Frequency Rate ***	N/A	N/A	N/A	N/A	N/A
5 New Psychological Injury Claims	0	1	0	+ 1	0
6 Rehabilitation and Return to Work					
6a Early Assessment within 2 days	66.7%%	71.43%	80%	(- 8.57%)	80% or more
6b Early Intervention within 5 days	100%	50%	80%	(- 30%)	80% or more
6c RTW within 5 days	100%	80%	75%	5%	75% or more
7 Claim Determination					
7a Claims determined in 10 business days	66.7%%	83.3%	75%	8.3%	75% or more

	Base: 2005-06	Performance: 12 months to end of June 2008			Final Target
	Numbers or %	Actual	Notional Quarterly Target	Variation	Numbers or %
7b. Claims still to be determined after 3 months	0%	16.7%	3%	13.7%	3% or less
8 Income Maintenance Payments for Recent Injuries:					
2006/07 Injuries (at 24 months development)		\$3,221	\$3,453	(- \$232)	Below previous 2 years average
2007/08 Injuries (at 12 months development)		\$6,738	\$1,967	\$4,771	Below previous 2 years

* Except for Target 8, which is YTD, for Targets 5, 6c, 7a and 7b, performance is measured up to the previous quarter to allow reporting lag.

** Based on cumulative reduction from base at a constant quarterly figure.

*** Lost Time Injury Frequency Rate Injury frequency rate for new lost-time injury/disease for each one million hours worked. This frequency rate is calculated for benchmarking and is used by the WorkCover Corporation. Lost Time Injury frequency rate (new claims): Numbers of new cases of lost-time injury/disease for year x 1,000,000 Number of hours worked in the year

³ information available from IDEAS RS/SIMS (SIPS target report)

Volunteer Management

Volunteers are an integral part of the emergency services capacity of South Australia. The Volunteer Management Branch (VMB) have embarked on, completed, supported and participated in a range of volunteer focussed initiatives.

The objectives of these initiatives align with the State Strategic Plan Objective 5: *Building Communities* (T5.6: Maintain the high level of volunteering in South Australia at 50% participation rate or higher) and Target 3.4 of SAFECOM's Strategic Plan: *Developing our Capacity* (Objective 16: Strategic staff and volunteer management planning).

Volunteer recruitment

In the 2007/2008 reporting period, VMB staff made a total of 680 referrals (275 referrals to CFS, and 405 referrals to SES) of potential new members.

VMB have supported volunteer recruitment for the CFS and the SES through:

- the development of new range of publicity and promotional equipment. This initiative was undertaken with the assistance of Commonwealth funding from Emergency Management Australia's National Volunteer Support Fund. The promotional materials include hanging banners, A-Frame stands, and pull-up banners. These are available from the regional Volunteer Support Officer.
- the 1300 Recruitment Hotline
- walk-in enquiries
- displays at rural field days
- the Royal Adelaide Show, and
- mall and shopping centre displays.

Volunteer and Employer Recognition and Support Program (VERSP)

In July 2007 the Minister for Emergency Services requested that the SAFECOM Advisory Board embark on the development of initiatives for volunteer and employer support and recognition.

VERSP provides a platform for the framework of the four 'R's (Recognition, Raising the Profile, Recruitment and Retention) program. This program provides ongoing recognition and support for volunteer and employer involvement and engagement in the emergency services sector by:

1. recognising and valuing the contributions made by emergency services volunteers by linking in with existing award and recognition programs, such as 'The Premiers' Certificate of Appreciation', 'The Andamooka' and 'Wombat' awards and the 'Australasian Award for Excellence in Volunteer Administration'
2. raising the profile of volunteers within the community through a number of activities and events including state wide media campaigns as well as local events where appropriate
3. recruiting new volunteers and supporting employers by promoting the value of employer supported volunteering and promoting emergency services as the preferred volunteering option and a worthy cause for employers to support, and
4. retaining existing volunteers by reiterating their value to the social capital of the State, providing opportunities for increased community engagement and connectedness. and overall personal development.

Substantial progress has been made on the program, including:

- the development of several information booklets and information leaflets:
 - Benefits of employing emergency service volunteers
 - Legal protection for volunteers
 - Volunteer entitlements and obligations, and
 - External awards for volunteers that complement the CFS and SES internal awards systems
- the development of a database of employers nominated by volunteers
- the regular presentation of the Premier's Certificates of Appreciation at volunteer breakfasts, Community Cabinet barbecues and regular SAFECOM Board regional visits
- the presentation of Certificates of Recognition to employers and self-employed volunteers at SAFECOM Board regional visits
- the development of a television advertisement 'Carrying the load' to thank employers of emergency service volunteers for the part they play in keeping our communities safe
- a range of activities during National Volunteer Week 2008 to recognise the contributions made by emergency services volunteers including:
 - a special 'Thankyou' message aired on ABC radio
 - a print advertising message thanking emergency services volunteers in metropolitan and regional newspapers
 - radio interviews of volunteers
 - special feature stories on volunteers in regional and rural newspapers
 - a display of CFS and SES volunteering in Rundle Mall, and
 - a static display of CFS and SES volunteering in the foyer of the Department of Education and Children's Services.

Volunteer administration

Since November 2007, one FTE has been dedicated to the review of CFS Brigade and Group Constitutions. The project was initiated at the request of the CFS Chief Officer.

The content of both the 1989 Schedule 2 and 2005 Schedule 2 were analysed against common management practices identified as 'in use' at Brigade and Group level.

Considering the diversity of communities within South Australia, a new methodology is being used where; the Standard identifies clauses where flexibility may be considered. This will assist in ensuring relevance in management practises for Brigades and Groups.

The revised Constitutions and associated administrative instructions will comply with several of the National Standards (for Involving Volunteers in Not for Profit Organisations).

Additionally, as a consequence of the review of Brigade and Group Constitutions, Chief Officer's Administrative Instructions are also being developed.

It is anticipated the new models of Brigade and Group Constitutions will be put into service from 1 July 2009, following extensive rollout of information sessions across the State.

Volunteer research

- **CFS Volunteer exit surveys**

The VMB in partnership with the CFS and the Bushfire Co-operative Research Centre have undertaken the analysis of data on volunteer exit surveys.

Since 2004, when the first report was produced, the VMB have been collecting exit survey data on behalf of the CFS. Data from 2005 – 2007 was provided to Bushfire CRC and Project D4 – Volunteers. A report has subsequently been produced and is currently with the CFS for approval prior to public release.

- **Age x motivations survey**

The VMB also partnered with CFS and the Bushfire CRC to conduct research to establish what motivates different age groups of volunteers in the CFS to join and stay in active service. Of particular interest is whether the experiences of younger volunteers, in terms of how they prefer to be managed and opportunities to contribute, align or differ from older volunteers. A report on the findings will be produced in 2008.

Equity and diversity

The '*Working in Harmony*' program continues to be delivered across the State with the recruitment and selection of Volunteer Harassment Contact Officers (HCO's) and the delivery of Workplace Dignity Training to volunteers.

Twelve HCO's from the Volunteer Marine Rescue (VMR) service attended a two-day intensive workshop in September 2007, and in a first for the sector, 29 people from the CFS, the SES, the VMR and the VMB attended a two-day refresher course in May 2008.

A total of 39 HCOs have been recruited. The confidential 1300 contact number for volunteers wishing to access the HCO services is still being provided through VMB.

Ninety-three volunteers (30 from the CFS and 63 from the SES) attended Workplace Dignity Training.

Volunteer leadership and management

The VMB was successful in securing Commonwealth funding from Emergency Management Australia's National Volunteer Support Fund in 2006/07 to assist the SES to develop training for Unit managers, Deputy Unit Managers and key Senior Officers. This training aligned with identified competencies and enhanced the capacity to better manage their Units and increased the ability to respond under the Standards of Emergency Response. It is also anticipated that this training could contribute to increasing the rates of retention of Unit members.

The project was completed in September 2007, with the delivery of a '*How-To*' guide for Unit Managers and a Training Resource Kit (TRK). The TRK contained learning and training materials and assessment tools to meet competencies in Leading and Managing Teams and Conduct Briefings/Debriefings. These competencies are aligned with nationally accredited training under the Public Safety Training package.

Brigade/Group/Unit Management training

The Commonwealth funding secured in 2006/07 continued to provide Brigade/Group/Unit Management Training under the 'Volunteer Management Skills Capability' Program.

This training includes

- Workplace dignity training
- Effective people skills
- Succession planning
- Conflict management
- Managing change
- Effective meetings
- Assertion skills
- Effective communications, and
- Teambuilding.

In addition to the 93 members who undertook Workplace Dignity Training as part of the Working in Harmony Program, 216 members also attended other training under the Management Training program.

CFS Volunteer administration forums

One hundred and one members attended the four forums facilitated by the VMB during the 2007/08 year. The forums aimed to assist volunteers in understanding the administrative processes and requirements both under legislation and CFS policies and procedures.

Volunteer administrative review

SAFECOM has initiated a review into the administrative functions undertaken by volunteers with a view to identifying areas for improvement and the reducing their administrative workload. The review is expected to be completed in late 2008.

Future directions

The services provided by the VMB to the CFS and the SES are currently being reviewed. The review will benchmark these services against the National Standards for Involving Volunteers in Not-For-Profit Organisations and will develop systems and structures that foster continuous service improvement in volunteer management.

The review will be finalised in August 2008 and the future directions of VMB will be mapped as a result of the recommendations from this review.

Volunteer Numbers

Number of CFS Firefighters, Operational Support and Cadet Members at 30 June 2008

Region	Firefighters		Operational Support		Cadets		Total	
	2007-08	2006-07	2007-08	2006-07	2007-08	2006-07	2007-08	2006-07
0	346	26	151	3	0	0	497	29
1	2418	2533	1057	1097	299	284	3774	3914
2	2108	2047	662	689	263	269	3033	3005
3	1259	1270	312	325	104	133	1675	1728
4	1474	1493	617	622	173	140	2264	2255
5	1926	1972	530	553	50	71	2506	2596
6	1495	1530	348	346	119	114	1962	1990
Total:	11026	10871	3677	3635	1008	1011	15711	15517

*Region 0 now consists of the SACFS State Operations Support Brigade and the newly created DEH Brigade. The DEH Brigade is an amalgamation of all regionally based DEH brigades into one single entity. The numbers in this Brigade are a reflection of the resignations recorded in the BF & BOS categories in the other regions across the State, ie, are TRANSFERS of membership, not losses to the services' capabilities.

Number of SES Members at 30 June 2008*

Region	2007-08	2006-07
Central	569	666
East	363	283
North	566	532
West	330	328
Total	1828	1809

* During the 2007-08 reporting year, the SES realigned the Central and East Regions to State Government boundaries. This resulted in six units being transferred from Central Region to East Region for reporting purposes.

Youth Programs

The VMB has undertaken several significant projects for Cadets and young people in the CFS and SES during this reporting period.

- **Review of CFS Cadet Guidelines**

The review was facilitated by the VMB in consultation with the CFS State Cadet Committee and CFS staff. The revised guidelines will be produced in 2008 with assistance from Commonwealth funding from Emergency Management Australia's National Volunteer Support Fund.

- **CFS Youth Summit**

Planning is underway for the first Summit in August. The Summit is supported by funding from the Commonwealth Government, Emergency Management Australia's National Volunteer Support Fund. The aim of the Summit is to engage young people aged 18 – 25, who are in the CFS, and harness their views and input on the future of the CFS through the creation of a CFS Youth Advisory Council.

- **Develop and implement an SES Cadet Program**

VMB has secured Commonwealth funding through Emergency Management Australia's National Volunteer Support Fund to develop and implement a Cadet Program in partnership with the SES.

In developing this Program, the Youth Programs Officer will work with the SES Cadet Committee. The Program includes:

- Cadet Guidelines
- a Cadet Career Pathway, and
- training for the Cadet Committee and Cadet Leaders.

Sixteen Cadet Leaders attended the first training session which was held on 30 June at the Australian Volunteer Coast Guard, SA Squadron Headquarters.

- **Anzac Eve Youth Vigil**

SES and CFS cadets represented their services at the ANZAC Eve Youth Vigil held at the State War Memorial. SES and CFS involvement were co-ordinated and managed by the Youth Programs Officer who was an active member of the Vigil's organising committee.

Both emergency services had a high level of involvement in the Vigil with CFS Cadet Ellen-Louise Hills from the Tailern Bend Brigade presenting a speech to the invited VIPs and other attendees on the significance of the Youth Vigil; and Ryan Todd, a cadet with Sedan CFS Brigade, being presented to the Governor of South Australia. SES Cadet Kim Marshall was also presented to the Governor and delivered the farewell speech to the invited VIPs.

- **Active8**

The VMB continues to administer the Active8 partnerships between CFS and Yankalilla Area School, Coomandook Area School and Youth Education Centre – Cavan Campus.

- **Child protection**

Changes to the Child Protection Legislation have meant a significant increase in attention to CFS and SES child protection systems and structures.

The booklet '*Keeping Children Safe in Emergency Services*' has been reviewed and updated to include the recent changes in legislation. VMB have also provided training in child protection and mandated reporting to the CFS Strategic Leadership Group and SES cadet leaders. Policies for firefighters under the age of 18 are also being developed to ensure child protection compliance.

Public Affairs

An integrated corporate media and communications unit was formed in October 2007 under the umbrella of SAFECOM. The new Public Affairs Unit (PAU) brought together the communications functions of the three Emergency Services Organisations (ESOs) including the MFS, the CFS and SES.

The activities reported on therefore only cover the period September 2007- June 2008. All media and public relations activities prior to this date are covered by the specific agency public affairs officers and are reported in individual agency annual reports.

A new roster system was trialled for the provision of a 24-hour, 7-day a week media service for the CFS, MFS, SES and SAFECOM to respond to media enquiries and to attend a range of incidents including structure fires, bushfires, hazardous material spills and severe weather events.

The PAU provided media monitoring services to the sector, assisted with activities such as SES Week and the Royal Adelaide Show, and provided general communication, media and public relations assistance to the sector.

Highlights in the activities of the PAU in the last financial year include:

- **Fire Danger Season**

The PAU experienced a significantly busy period during the 2007/08 Fire Danger Season particularly during the Kangaroo Island fires. Media monitoring highlighted that 274 press and 1459 broadcast clippings were recorded. More than 200 media releases and web updates and in excess of 80 Bushfire Warning and Information Messages for 19 major incidents were distributed by the PAU over this season.

The 2007/08 Bushfire Ready campaign was developed in collaboration with the Strategic Communications Unit of the Department of Premier and Cabinet, in liaison with CFS Prevention Services.

The campaign was promoted through a range of mediums including public relations events, advertising, media, multi media and the direct mailing of the Bushfire Action Plans (BAP) to high risk areas.

- **Volunteer & Employer Recognition and Support Program**

The launch of VERSP in November 2007 was supported by the PAU through targeted media activities in the relevant regions. Emergency services volunteers were recognised and acknowledged within their own communities through a series of special newspaper feature articles and radio interviews.

The PAU also provided promotional and media management and liaison for VERSP activities throughout the year.

- **Volunteer Week 2008**

Volunteer Week was supported by the PAU with a targeted media campaign to publicly acknowledge the service and dedication of emergency service volunteers. Emergency services volunteers and the contributions they make attracted a high level of media attention in the last half of the year.

Special thank you messages from the Minister, Commissioner of Fire and Emergencies and sector Chiefs featured in 33 newspapers in metropolitan and rural South Australia. There were special feature stories in 21 regional newspapers with 16 CFS Volunteers being featured in special profiles.

Additionally there were radio interviews on regional ABC as well as special acknowledgements and 'thank you' messages from the Commissioner and Chiefs.

The PAU also liaised with relevant external agencies for public displays in Rundle Mall and the DECS foyer.

- **Volunteer Charters**

The signing of the CFS and SES Volunteer Charters on 17 June 2008 was a key event in the volunteer calendar. The development, production, publication and launch of these documents were collaboration between the Commissioner's Office and the PAU.

Website

Work on the redevelopment of each agency and SAFECOM website was implemented with the development of a coordinated design across the sector. The PAU developed a design brief to deliver a common look, structure, information, functionality and design whilst maintaining the individual identity and branding of each agency. Members of the PAU provided significant direction and input into the design layout, menu structure and content development of the CFS website. It is expected that the websites will be launched by the end of 2008.

Emergency Management (whole of Government)

Following the closure of the Security and Emergency Management Office in November 2006, SAFECOM assumed responsibility of emergency management functions that were previously delivered by the Department of Premier and Cabinet (DPC).

The Emergency Management Office (EMO) has an outward focus that services whole-of-government emergency management stakeholders and contributes to intergovernmental forums, development of national policy and strategies. These functions include:

- Emergency management intergovernmental liaison, including support to members of the Ministerial Council, Australian Emergency Management Committee and the coordination of membership for, and membership of, national emergency management committees and project teams
- Managing national grants programs including:
 - Natural Disaster Mitigation Program (total value \$4.6M)
 - Working Together to Manage Emergencies (\$1.46M)
 - State Support Package (\$0.5M), and
 - supporting CFS to manage the Bushfire Mitigation Program.
- Coordinating the Australian Safer Communities Awards Program in South Australia with State award winner, Drug and Alcohol Services with SA Ambulance Service winning a national award for their Hospitality First Responder Training project
- Supporting the emergency management governance structure including executive support to, and membership of, the State Mitigation Advisory Committee, support and membership of the State Response and Recovery Advisory Committees and support to the State Emergency Management Council
- Providing leadership and support to Hazard Leaders and coordinating reporting and assurance processes
- Supporting the establishment and governance of Zone Emergency Management Committees, and
- Creating and building emergency management relationships between state agencies, local government, interstate organisations and Australian Government agencies.

Indigenous Initiatives

Keeping our Mob Safe: is the National Emergency Management Strategy for Remote Indigenous Communities is a response to an identified need for a practical approach by government at the local, State/Territory and national levels, and by Indigenous communities to address the community emergency management priorities of remote Indigenous communities. The strategy also takes into account the broader, community safety priorities and needs of remote Indigenous communities as relates to emergency management.

The Strategy was developed by the Remote Indigenous Communities Advisory Committee (RICAC), a sub-committee of the Australian Emergency Management Committee (AEMC). It was launched in July 2007 by the Commonwealth Attorney General and supported by all jurisdictions.

SAFECOM has a state-wide responsibility for implementing the strategies and initiatives outlined in the National strategy.

Risk profiles have been developed from information gathered by SAFECOM during capability verification and risk assessment exercises conducted in 16 remote and Indigenous communities in South Australia. These profiles identify the specific issues faced by Aboriginal communities in South Australia and will assist the sector in developing appropriate strategies in emergency management service delivery.

Information Management

Information Management Services (IMS) provides a responsive, comprehensive and cohesive quality service to personnel; both paid and volunteer, to facilitate leading practice standards in information and communications management, including the efficient use of information and communication technology to provide optimal business solutions.

The prioritised strategy for IMS in the 2007/08 financial year was the introduction of infrastructure, standards and procedures. This will ensure robust and reliable information management and communication solutions to SAFECOM personnel and across the ESOs in a manner that facilitates collaboration, consistency and the timely sharing of information.

The primary focus of Information Management Services (IMS) during 2007/08, was to provide improved end user experience through the implementation of a range of sector wide initiatives based on the Information Management Services Strategic Plan 2007-2011.

The following key outcomes were achieved:

- significant involvement in requirements definitions and vendor response evaluation for the SACAD project
- continued roll-out of the Technology Refresh Program, including the replacement of 11 file servers and the replacement of over 90 desktop and laptop computers across the sector
- further expansion of the desktop and laptop fleet of computers by another 30 units
- completion of several major migrations under the Future ICT initiatives including the migration of the sector's mobile telephones from CDMA to NextG
- implementation of networked IT facilities to more than 30 new locations, predominantly Incident Control Centres
- implementation of database replication for operational support applications to provide redundancy and disaster recovery
- networking and IT/communications implementation for relocations and new offices
- completion of the sector wide Microsoft Office 2003 rollout
- improved access/services for remote offices
- the development and implementation of a Volunteer Marine Rescue database
- instigation of 'On Fire Ground' IT support during major incidents, and
- implementation of more than 50 other IT projects across the sector.

Progress on the Emergency Services Records Management Strategy implementation achieved the following outcomes:

- approval of a sector wide file hierarchy structure
- approval and implementation of a SAFECOM Sector Records Management Strategy, and
- the commencement of pilot programs for implementation of the Objective Records Management program.

Future directions

With the refinement of the IMS Strategic Plan 2007-2011, the sector will improve alignment of IM projects/purchases with the new SAFECOM Strategic Plan.

IT strategies/incentives through 2008/09 will focus on:

- improved project management and governance
- future ICT tranche 2 implementation
- implementation of SACAD
- improved performance/availability of core Emergency Services systems
- expansion of basic disaster recovery/business continuity services
- improved user experience and information from all the sector web sites
- creation of an IT Training facility
- improved remote access for non-office based staff/volunteers
- compliance with Office of the Chief Information Officer (OCIO) directives
- rollout of the Electronic Document and Records Management System, and
- updating of the desktop operating environment.

These initiatives that are earmarked for the 2008/2009 financial year may be varied due to a number of Whole of Government incentives including:

- implementation of the 'Ask Just Once' Strategy
- staffing restrictions/losses imposed by the implementation of Shared Corporate Services, and
- new strategies /standards/directives from the OCIO.

Asset and Facilities Management

The following programs and initiatives were implemented during the 2007/08 financial year:

- the development of a comprehensive functional specification for an integrated, computerised asset management system. This formed part of a feasibility study that will be presented to the SAFECOM Board for consideration
- the development and completion of documentation seeking Expressions of Interest from computer system vendors for the supply and implementation of a sector-wide system
- the development and trialling of a revised model for the provision of SAFECOM stores and inventory management services. This initiative overcame the gap that was created due to the closure of Supply SA which was to have taken over this function via an agreement with SAFECOM, and
- a partnership with the MFS to develop a "Logistics Support Model". The model is designed to provide integrated logistical support services for all three ESOs utilising the MFS facility at Angle Park as a State Logistics Centre.

Finance Directorate

The Finance Directorate provides high quality advice and services to support and contribute to effective financial management within the emergency services sector and the SAFECOM Board.

This is achieved through the following activities:

- effective budget planning, monitoring and forecasting;
- strategic financial advice;
- financial reporting;
- accounting services; and
- capital project and asset management.

Finance

Significant achievements during 2007-08 include:

- supporting and advising ESOs for the successful delivery of capital projects;
- providing comprehensive business management support to the ESOs;
- review and revision of financial policies and procedures as part of a process of continuous improvement in financial management;
- developing templates to link budgets to functional targets to enable the alignment and monitoring of functional plans with budgets;
- implementing required components of the Financial Management Toolkit;
- co-ordinating the 2007-08 portfolio statements, budget submissions, and undertaking quarterly budget reviews;
- developing a financial management risk register, that incorporating and addressing findings from internal / external audit analysis; and
- sector wide financial performance achieving balanced operating and capital work outcomes.

Capital works

Officers of the Directorate were involved in project managing capital investment projects valued at over \$22.3 million. The sector wide capital program related primarily to the procurement of fire appliances (\$10.4 million) and the construction of fire stations (\$9.2 million), including the following highlights:

- \$6.2 million for the construction of 48 appliances for the CFS with 17 of these already delivered
- \$2.2 million for the completion of co-located CFS/SES stations at Booleroo, Hallet and Andamooka
- \$1.7 million for completion of the MFS Engineering Workshop at Angle Park
- \$0.8 million for the completion of an Incident Control Unit Command Vehicle for the MFS
- \$0.7 million for commencement of the Beulah Park MFS Station project, and
- \$0.6 million for commencement of the Paradise MFS Station project.

Consultants

There were four consultancies in 2007/08 at a total cost of \$242,000.

Range	Number of consultants	Expenditure \$
Below \$10,000	10	36,011
\$10,000 – \$50,000	4	118,545
Above \$50,000	1	78,409
Total	15	232,965

There were five consultancies incurring expenditure above \$10,000.

Consultant	Consultancy	Expenditure \$
John Murray	Review of Fire & Emergency Services Act	78,409
GHD	Building Replacement Review	41,545
Stillwell Management Consultants	Staff Development	20,000
Protegitic	Communication Strategy	27,800
Deloitte	Tax consultant services	29,200
Total		196,954

Contractual arrangements

SAFECOM did not enter into any contractual arrangements that exceeded \$4 million during the financial year.

Account payment performance

All agencies are required to report monthly on the number and value of creditors' accounts paid and the extent to which the accounts have been paid in accordance with Treasurer's Instruction 11.

The following table details SAFECOM's payment performance.

Particulars	Number of accounts paid	% of accounts paid (by number)	Value of accounts paid in \$A	% of accounts paid (by value)
Paid by the due date*	2,889	87.81%	3 5,600,851	95.98%
Paid late but paid within 30 days of due date	262	7.96%	814,173	2.20%
Paid more than 30 days from due date	139	4.22%	676,447	1.82%
Total	3,290		37,091,470	

* The due date is defined as per Treasurer's Instruction 11. Unless there is a discount or a written agreement between the public authority and the creditor, payment should be within 30 days of the date of the invoice or claim.

SAFECOM measures performance with reference to the date of invoice, and not the date the invoice is first received. Performance continues to be closely monitored to ensure that the accepted best practice benchmark of accounts being paid by their due date is met.

Public Sector Fraud

SAFECOM has a fraud policy and is committed to maintaining a working environment free of fraud and corrupt behaviour. No incidents of fraud were reported within SAFECOM during the reporting period.

Overseas Travel

Employee(s)	Destination/s	Reasons for Travel	Total \$ Cost
1	United Kingdom, Sweden, Italy	Visit of leading industry agencies responsible for fire and rescue, emergency management and community safety.	5,783
1	Canada	International Disaster Management Conference	7,572
Total			13,355



Government of South Australia
Auditor-General's Department

Our Ref: A08/367

29 September 2008

Mr D Place
Commissioner, Fire and Emergencies
South Australian Fire and Emergency Services Commission
GPO Box 2706
ADELAIDE SA 5001

9th Floor
State Administration Centre
200 Victoria Square
Adelaide SA 5000
DX 56208
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Tel +618 8226 9640
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ABN 53 327 061 410
audgens@wdit.sa.gov.au
www.audit.sa.gov.au

Dear Mr Place

2007-08 Audit

The audit of the South Australian Fire and Emergency Services Commission (SAFECOM) for the year ended 30 June 2008 has been completed.

The audit program covered the major financial systems and management controls of SAFECOM. The audit was directed primarily to obtaining sufficient evidence to form an opinion with respect to the financial statements and internal controls.

Matters arising during the course of the audit were detailed in management letters to you dated 14 August 2008, 1 August 2008 and 30 July 2008. Responses to these management letters were satisfactory.

The SAFECOM Financial Report is returned herewith together with my Independent Auditor's Report.

I would like to thank the staff of SAFECOM for their assistance during the course of the audit.

Yours sincerely

S O'Neill
AUDITOR-GENERAL

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INDEPENDENT AUDITOR'S REPORT



Government of South Australia
Auditor-General's Department

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To The Commissioner, Fire and Emergencies South Australian Fire and Emergency Services Commission

As required by section 31 of the *Public Finance and Audit Act 1987*, and subsection 21(2) of the *Fire and Emergency Services Act 2005* I have audited the accompanying financial report of the South Australian Fire and Emergency Services Commission and controlled entities for the financial year ended 30 June 2008. The financial report comprises:

- An Income Statement
- A Balance Sheet
- A Statement of Changes in Equity
- A Cash Flow Statement
- A Statement of Administered Income and Expenses
- A Statement of Administered Assets and Liabilities
- A Statement of Administered Changes in Equity
- A Statement of Administered Cash Flows
- Notes to and forming part of the financial statements and
- A certificate from the Commissioner, Fire and Emergencies and the Manager, Financial Services

The financial report includes the consolidated financial statements of the consolidated entity, comprising the South Australian Fire and Emergency Services Commission and the entities it controlled at the year's end or from time to time during the financial year.

The Responsibility of the Commissioner, Fire and Emergencies and the Manager, Financial Services for the Financial Report

The Commissioner, Fire and Emergencies and the Manager, Financial Services are responsible for the preparation and the fair presentation of the financial report in accordance with the Treasurer's Instructions promulgated under the provisions of the *Public Finance and Audit Act 1987* and Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with the requirements of the *Public Finance and Audit Act 1987* and Australian Auditing Standards. The Auditing Standards require that the auditor complies with relevant ethical requirements relating to audit engagements and plans and performs the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Commissioner,

Fire and Emergencies and the Manager, Financial Services, as well as the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my auditor's opinion.

Auditor's Opinion

In my opinion, the financial report presents fairly, in all material respects, the financial position of the South Australian Fire and Emergency Services Commission and the consolidated entity as at 30 June 2008, and their financial performance and their cash flows for the year then ended in accordance with the Treasurer's Instructions promulgated under the provisions of the *Public Finance and Audit Act 1987* and Australian Accounting Standards (including the *Australian Accounting Interpretations*).



S O'Neill
AUDITOR-GENERAL
29 September 2008

South Australian Fire and Emergency Services Commission

Certification of the Financial Report

We certify that the attached general purpose financial report for the South Australian Fire and Emergency Services Commission;

- complies with relevant Treasurer's instructions issued under section 41 of the *Public Finance and Audit Act 1987*, and relevant Australian accounting standards;
- are in accordance with the accounts and records of the South Australian Fire and Emergency Services Commission; and
- presents a true and fair view of the financial position of the South Australian Fire and Emergency Services Commission as at 30 June 2008 and the results of its operation and cash flows for the financial year.

We certify that the internal controls employed by the South Australian Fire and Emergency Services Commission for the financial year over its financial reporting and its preparation of the general purpose financial report have been effective throughout the reporting period.



David Place
COMMISSIONER, FIRE AND EMERGENCIES
SOUTH AUSTRALIAN FIRE AND EMERGENCY
SERVICES COMMISSION

26 September 2008



Trevor Pearce
MANAGER, FINANCIAL SERVICES
SOUTH AUSTRALIAN FIRE AND EMERGENCY
SERVICES COMMISSION

25th September 2008

Income Statement
For the year ended 30 June 2008

	Note	Consolidated		SAFECOM	
	3(d)	2008	2007	2008	2007
		\$'000	\$'000	\$'000	\$'000
EXPENSES:					
Employee benefit expenses	6	94,379	91,174	9,396	8,202
Supplies and services	7	54,251	47,068	5,599	3,437
Government Radio Network expenses	9	12,914	12,900	-	-
Depreciation	10	16,075	17,430	46	42
Grants and Contributions		1,420	620	1,123	381
Total Expenses		179,039	169,192	16,164	12,062
INCOME:					
Commonwealth revenues		6,143	2,962	1,989	579
Revenues from fees and charges	11	3,862	3,514	466	622
Net gain from disposal of assets	12	91	153	-	-
Interest revenues	13	2,729	1,920	306	155
Other income	14	2,258	2,766	150	63
Total Income		15,083	11,315	2,911	1,419
NET COST OF PROVIDING SERVICES		163,956	157,877	13,253	10,643
REVENUES FROM SA GOVERNMENT:					
Contributions from Community Emergency Services Fund		178,177	162,615	13,866	11,045
Payments to SA Government		(505)	-	-	-
NET RESULT BEFORE RESTRUCTURE		13,716	4,738	613	402
Net revenue (expenses) from administrative restructure	26	-	1,968	-	1,263
NET RESULT AFTER RESTRUCTURE		13,716	6,706	613	1,665

Net Result after Restructure is attributable to the SA Government as owner

Balance Sheet
as at 30 June 2008

		Consolidated		SAFECOM	
	Note 3(d)	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
CURRENT ASSETS:					
Cash and cash equivalents	15	44,327	34,079	4,037	3,195
Receivables	16	4,417	3,404	1,078	1,109
Other financial assets		1,684	1,594	-	-
Total Current Assets		50,428	39,077	5,115	4,304
NON-CURRENT ASSETS:					
Property, plant and equipment	17	278,036	246,159	1,227	402
Total Non-Current Assets		278,036	246,159	1,227	402
Total Assets		328,464	285,236	6,342	4,706
CURRENT LIABILITIES:					
Payables	18	8,079	4,205	776	468
Short-term and long-term employee benefits	19	10,967	9,714	1,178	742
Short-term provisions	20	2,267	1,897	103	89
Total Current Liabilities		21,313	15,816	2,057	1,299
NON-CURRENT LIABILITIES:					
Payables	18	1,575	1,541	217	201
Long-term employee benefits	19	16,822	16,042	2,340	2,088
Long-term provisions	20	7,338	7,302	342	345
Total Non-Current Liabilities		25,735	24,885	2,899	2,634
Total Liabilities		47,048	40,701	4,956	3,933
NET ASSETS		281,416	244,535	1,386	773
EQUITY:					
Asset revaluation reserve		44,095	20,930	-	-
Retained earnings		237,321	223,605	1,386	773
TOTAL EQUITY		281,416	244,535	1,386	773
Total Equity is attributable to the SA Government as owner					
Unrecognised capital commitments	21				
Contingent assets and liabilities	22				

Statement of Changes in Equity
for the year ended 30 June 2008

	Consolidated			SAFECOM		
	Asset revaluati on reserve	Retained earnings	Total	Asset revaluatio n reserve	Retained earnings	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Balance at 30 June 2006	18,465	219,793	238,258	-	(643)	(643)
Error Correction	-	296	296	-	-	-
Restated balance at 30 June 2006	18,465	220,089	238,554	-	(643)	(643)
Gain on revaluation of property during 2006-07	2,465	-	2,465	-	-	-
Net result after restructure for 2006-07	-	6,706	6,706	-	1,665	1,665
Total Recognised Income and Expense for 2006-07	2,465	6,706	9,171	-	1,665	1,665
Derecognition of other assets during 2006-07	-	(3,190)	(3,190)	-	(249)	(249)
Balance at 30 June 2007	20,930	223,605	244,535	-	773	773
Gain on revaluation of property during 2007-08	12,377	-	12,377	-	-	-
Gain on revaluation of vehicles during 2007-08	10,589	-	10,589	-	-	-
Gain on revaluation of communication equipment during 2007-08	199	-	199	-	-	-
Net result for 2007-08	-	13,716	13,716	-	613	613
Total Recognised Income and Expense for 2007-08	23,165	13,716	36,881	-	613	613
Balance at 30 June 2008	44,095	237,321	281,416	-	1,386	1,386

All Changes in Equity are attributable to the SA Government as owner

Cash Flow Statement
for the year ended 30 June 2008

	Note 3(d)	Consolidated		SAFECOM	
		2008 Inflows (Outflows) \$'000	2007 Inflows (Outflows) \$'000	2008 Inflows (Outflows) \$'000	2007 Inflows (Outflows) \$'000
CASH FLOWS FROM OPERATING ACTIVITIES:					
CASH OUTFLOWS:					
Employee benefit payments		(92,346)	(89,331)	(8,708)	(8,001)
Supplies and services		(52,730)	(50,063)	(6,205)	(3,864)
Government Radio Network payments		(13,121)	(12,675)	-	-
Grants and contributions		(1,420)	(620)	(1,123)	(381)
GST payments on purchases		(6,478)	(7,317)	(1,154)	(1,309)
Cash used in Operations		(166,095)	(160,006)	(17,190)	(13,555)
CASH INFLOWS:					
Fees and charges		3,862	3,514	466	622
Receipts from Commonwealth		6,533	-	2,443	35
Interest received		2,616	1,980	290	155
GST receipts on receivables		730	594	44	31
GST recovered from the ATO		7,479	9,133	1,644	1,630
Other receipts		1,964	4,209	150	62
Cash generated from Operations		23,184	19,430	5,037	2,535
CASH FLOWS FROM SA GOVERNMENT:					
Contributions from Community Emergency Services Fund		178,177	162,615	13,866	11,045
Payments to SA Government		(505)	-	-	-
Cash generated from SA Government		177,672	162,615	13,866	11,045
Net Cash provided by Operating Activities	24	34,761	22,039	1,713	25
CASH FLOWS FROM INVESTING ACTIVITIES:					
CASH OUTFLOWS:					
Purchase of property, plant and equipment		(25,011)	(22,381)	(871)	(119)
Purchase of investments		(168)	-	-	-
Cash used in Investing Activities		(25,179)	(22,381)	(871)	(119)
CASH INFLOWS:					
Proceeds from sale of property, plant and equipment		588	1,062	-	-
Proceeds from maturities of investments		78	-	-	-

Cash generated from Investing Activities	666	1,062	-	-
Net Cash used in Investing Activities	(24,513)	(21,319)	(871)	(119)
CASH FLOWS FROM FINANCING ACTIVITIES:				
Transfer from the Department of the Premier and Cabinet	-	1,968	-	1,263
Net Cash provided by Financing Activities	-	1,968	-	1,263
NET INCREASE IN CASH AND CASH EQUIVALENTS	10,248	2,688	842	1,169
CASH AND CASH EQUIVALENTS AT 1 JULY	34,079	31,391	3,195	2,026
CASH AND CASH EQUIVALENTS AT 30 JUNE	44,327	34,079	4,037	3,195

15

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

1. Establishment of SAFECOM and the Emergency Services Sector

The *Fire and Emergency Services Act 2005* (the Act) was assented to on 14 July 2005. The Act establishes the South Australian Fire and Emergency Services Commission (SAFECOM) which came into operation on 1 October 2005 replacing the Emergency Services Administrative Unit (ESAU), which was dissolved from 31 December 2005.

The Act provides for the continuation of the South Australian Metropolitan Fire Service (MFS), the South Australian Country Fire Service (CFS) and the South Australian State Emergency Service (SES). MFS and CFS were previously in existence as separate entities whereas the SES was a division of ESAU. The SES is now a separate body corporate. The *Country Fires Act 1989*, the *South Australian Metropolitan Fire Service Act 1936* and the *State Emergency Service Act 1987* were repealed upon the proclamation of the new Act.

The Act also defines the Emergency Services sector as consisting of the:

- South Australian Fire and Emergency Services Commission
- South Australian State Emergency Service
- South Australian Country Fire Service
- South Australian Metropolitan Fire Service.

The Act requires that consolidated statements of account be prepared for the Emergency Services sector.

2. Objectives and Funding

Objectives

SAFECOM has the following objectives:

- to develop and maintain a strategic and policy framework as well as sound corporate governance across the emergency services sector;
- to provide adequate support services to the emergency services organisations and to ensure the effective allocation of resources within the emergency service sector;
- to ensure relevant statutory compliance by the emergency services organisations;
- to build a safer community through integrated emergency service delivery;
- to report regularly to the Minister about relevant issues.

Funding

The funding of SAFECOM is derived from the Community Emergency Services Fund (the Fund) which was established by the *Emergency Services Funding Act 1998*.

3. Significant Accounting Policies

a) Statement of Compliance

The financial report is a general purpose financial report. The accounts have been prepared in accordance with relevant Australian accounting standards and Treasurer's instructions and accounting policy statements promulgated under the provisions of the *Public Finance and Audit Act 1987*.

Australian accounting standards include Australian equivalents to International Financial Reporting Standards and AAS 29 Financial Reporting by Government Departments. Australian accounting standards and interpretations that have recently been issued or amended but are not yet effective have not been adopted by the SAFECOM for the reporting period ending 30 June 2008. Refer Note 5.

b) Basis of Preparation

The presentation of the financial report requires:

- the use of certain accounting estimates and requires management to exercise its judgement in the process of applying SAFECOM's accounting policies. The areas involving a higher degree of judgement or where assumptions and estimates are significant to the financial statements, these are outlined in the applicable notes;

- accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events are reported; and
- compliance with accounting policy statements issued pursuant to section 41 of the *Public Finance and Audit Act 1987*. In the interest of public accountability and transparency the accounting policy statements require the following note disclosures, that have been included in this financial report:
 - a) revenues, expenses, financial assets and liabilities where the counterparty/transaction is with an entity within the SA Government as at reporting date, classified according to their nature. A threshold of \$100 000 for separate identification of these items applies;
 - b) expenses incurred as a result of engaging consultants;
 - c) employees whose normal remuneration is \$100 000 or more (within \$10 000 bandwidths) and the aggregate of the remuneration paid or payable or otherwise made available, directly or indirectly by the entity to those employees; and
 - d) board/committee member and remuneration information, where a board/committee member is entitled to receive income from membership other than a direct out-of-pocket reimbursement.

SAFECOM's Income Statement, Balance Sheet and Statement of Changes in Equity have been prepared on an accrual basis and are in accordance with historical cost convention, except for certain assets that were valued in accordance with the valuation policy applicable.

The Cash Flow Statement has been prepared on a cash basis.

The financial report has been prepared based on a 12 month operating cycle and presented in Australian currency.

The accounting policies set out below have been applied in preparing the financial report for the year ended 30 June 2008 and the comparative information presented for the year ended 30 June 2007.

c) Principles of Consolidation

The financial statements incorporate the assets and liabilities of all entities controlled by SAFECOM and forming the Emergency Services sector as at 30 June 2008 and the results of all controlled entities for the year then ended. The effects of all transactions between entities in the consolidated entity are eliminated in full.

d) Reporting entity

SAFECOM produces both organisational and administered financial statements. The organisational financial statements include the use of income, expenses, assets and liabilities, controlled or incurred by the organisation in its own right.

The administered financial statements includes the income, expenses, assets and liabilities which the organisation administers on behalf of the SA Government but does not control. The administered items for SAFECOM consist solely of Community Emergency Services Fund (the Fund) created pursuant to the *Emergency Services Funding Act 1998*.

Significant Accounting policies outlined in Note 3 apply to both the organisational and administered financial statements.

e) Comparative Information

The presentation and classification of items in the financial report are consistent with prior periods except where a specific accounting policy statement or Australian accounting standard has required a change. In some cases, prior period amendments have been made to improve the quality and consistency of information provided.

Where presentation or classification of items in the financial report has been amended comparative amounts have been reclassified unless reclassification is impracticable.

The restated comparative amounts do not replace the original financial report for the preceding period.

f) Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000).

g) Taxation

SAFECOM is not subject to income tax. SAFECOM is liable for payroll tax, FBT and GST.

Income, expenses and assets are recognised net of the amount of GST except:

- when the GST incurred on a purchase of goods or services is not recoverable from the Australian Taxation Office (ATO) , in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item applicable; and
- receivables and payables, which are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the Balance Sheet.

Cash flows are included in the Cash Flow Statement on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the ATO is classified as part of operating cash flows.

Unrecognised contractual commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to the ATO. If GST is not payable to, or recoverable from the ATO, the commitments and contingencies are disclosed on a gross basis.

h) Events after Balance Date

Where an event occurs after 30 June but provides information about conditions that existed at 30 June, adjustments are made to amounts recognised in the financial statements.

Note disclosure is made about events between 30 June and the date the financial statements are authorised for issue where the events relate to a condition which arose after 30 June and which may have a material impact on the results of subsequent years.

i) Income and Expenses

Income and expenses are recognised to the extent that it is probable that the flow of economic benefits to or from the organisation will occur and can be reliably measured.

Income and expenses have been classified according to their nature and have not been offset unless required or permitted by a specific accounting standard, or where offsetting reflects the substance of the transaction or other event.

The notes accompanying the financial statements disclose income, expenses, financial assets and financial liabilities where the counterparty/transaction is with an entity within the SA Government as at the reporting date, classified according to their nature.

Transactions with SA Government entities below the threshold of \$100 000 have been included with the non-government transactions, classified according to their nature.

Income

The following are specific recognition criteria:

Revenues from SA Government

Contributions from the Fund are recognised as income when SAFECOM obtains control over the funding. Control over funding is normally obtained upon receipt.

Resources received free of charge

Resources received free of charge are recorded as revenue in the Income Statement at their fair value.

Fees and Charges

Revenues from fees and charges are derived from the provision of goods and services to other SA Government agencies and to the public. This revenue is recognised upon delivery of the service to the clients or by reference to the stage of completion.

Disposal of Non-Current Assets

Income from the disposal of non-current assets is recognised when the control of the asset has passed to the buyer and determined by comparing proceeds with carrying amount. When revalued assets are sold, the revaluation increments are transferred to retained earnings.

Other Income

Other income consists of assets received free of charge, donations received, Groups and Brigade Fundraising revenue and other minor revenues.

Expenses

Employee Benefits

Employee benefit expense includes all cost related to employment including wages and salaries and leave entitlements. These are recognised when incurred.

Superannuation

The amount charged to the Income Statement represents the contributions made by SAFECOM to the superannuation plan in respect of current services of current departmental staff. The Department of Treasury and Finance centrally recognises the superannuation liability in the whole-of-government general purpose financial report.

Payments to SA Government

Payments to the SA Government relate to the payment of proceeds from the sale of property pursuant to Premier and Cabinet Circular 114 (PC114) – Government Real Property Management. As required by PC114, proceeds have been paid to the Treasurer for application to the Consolidated Account.

j) Current and Non-Current Classification

Assets and liabilities are characterised as either current or non-current in nature. SAFECOM has a clearly identifiable operating cycle of 12 months. Assets and liabilities that are sold, consumed or realised as part of the normal operating cycle even when they are not expected to be realised within 12 months after the reporting date have been classified as current assets or current liabilities. All other assets and liabilities are classified as non-current.

Where asset and liability line items combine amounts expected to be realised within 12 months and more than 12 months, SAFECOM has separately disclosed the amounts expected to be recovered or settled after more than 12 months.

k) Cash and Cash Equivalents

Cash and cash equivalents in the Balance Sheet includes cash at bank and on hand and short-term highly liquid investments with maturities of three months or less that are readily converted to cash and which are subject to insignificant risk of changes in value. For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above. Cash is measured at nominal value.

l) Receivables

Receivables include amounts receivable from goods and services, GST, input tax credits recoverable, prepayments and other accruals.

Trade receivables arise in the normal course of selling goods and services to other agencies and to the public. Trade receivables are generally receivable within 30 days after the issue of an invoice or the goods/services have been provided under a contractual arrangement.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that SAFECOM will not be able to collect the debt. Bad debts are written off when identified.

m) Other Financial Assets

SAFECOM measures financial assets and debt at historic cost. Other financial assets recorded in the Balance Sheet are medium-term liquid maturities of between three and twelve months that are readily converted to cash and which are subject to insignificant risk of changes in value. Medium-term maturities are lodged with various financial institutions at their respective medium-term deposit rates.

n) Non-Current Asset Acquisition and Recognition

Non-current assets are initially recorded at cost or at the value of any liabilities assumed, plus any incidental cost involved with the acquisition. Non-current assets are subsequently measured at fair value less accumulated depreciation. Where assets are acquired at no value, or minimal value, they are recorded at their fair value in the Balance Sheet.

In accordance with APF III *Asset Accounting Framework* paragraph APS 2.15 all non-current tangible assets with a value of \$10 000 or greater are capitalised.

o) Revaluation of Non-Current Assets

Property, plant and equipment are brought to account at fair value. On an ongoing basis, revaluations are made in accordance with related policies whereby independent valuations are obtained every two years and carrying amounts are adjusted accordingly.

If at any time management considers that the carrying amount of an asset materially differs from its fair value, the asset is revalued regardless of when the last valuation took place. Non-current tangible assets that are acquired between revaluations are held at cost until the next valuation, where they are revalued to fair value.

Any revaluation increment is credited to the asset revaluation reserve, except to the extent that it reverses a revaluation decrease of the same asset class previously recognised in the Income Statement, in which case the increase is recognised in the Income Statement.

Any revaluation decrease is recognised in the Income Statement, except to the extent that it offsets a previous revaluation increase for the same asset class, in which case the decrease is debited directly to the asset revaluation reserve to the extent of the credit balance existing in revaluations reserve for that asset class.

Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amounts of the assets and the net amounts are restated to the revalued amounts of the asset.

The asset revaluation reserve is used to record increments and decrements in the fair value of land, buildings and plant and equipment to the extent that they offset one another. Relevant amounts are transferred to retained earnings when an asset is disposed of or assets are transferred to another SA Government entity upon an administrative restructure.

p) Impairment

All non-current tangible assets are tested for indication of impairment at each reporting date. Where there is an indication of impairment, the recoverable amount is estimated. An amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

For revalued assets an impairment loss is offset against the asset's revaluation reserve.

q) Depreciation of Non-Current Assets

Depreciation is calculated on a straight-line basis to write-off the net cost or revalued amount of each depreciable non-current asset over its expected useful life. Estimates of remaining useful lives are made on a regular basis for all assets with annual reassessments for major items.

Changes in the expected useful life or the expected pattern of consumption of future economic benefits embodied in the asset are accounted for prospectively by changing the time period or method, as appropriate, which is a change in accounting estimate.

Depreciation is calculated on a straight-line basis over the estimated useful life of the following classes of assets as follows:

Asset Class:	Useful Lives (Years)
Communications equipment	5-10
Vehicles	5-25
Plant and equipment	5-10
Computer equipment	5-10
Buildings	30-50

r) Payables

Payables include creditors, accrued expenses and employment on-costs.

Creditors represent the amounts owing for goods and services received prior to the end of the reporting period that are unpaid at the end of the reporting period. Creditors include all unpaid invoices received relating to the normal operations of SAFECOM.

Accrued expenses represent goods and services provided by other parties during the period that are unpaid at the end of the reporting period and where an invoice has not been received.

All payables are measured at their nominal amount, are unsecured and are normally settled within 30 days from the date of the invoice or date the invoice is first received.

Employment on-costs include superannuation contributions and payroll tax with respect to outstanding liabilities for salaries and wages, long service leave and annual leave.

SAFECOM makes contributions to several State Government and externally managed superannuation schemes. These contributions are treated as an expense when they occur. There is no liability for payments to beneficiaries as they have been assumed by the respective superannuation schemes. The only liability outstanding at balance date relates to any contributions due but not yet paid to the superannuation funds.

s) Employee Benefits

These benefits accrue for employees as a result of services provided up to the reporting date that remain unpaid. Long-term employee benefits are measured at present value and short-term employee benefits are measured at nominal amounts.

Wages, salaries, annual leave and sick leave

Liability for salary and wages are measured as the amount unpaid at the reporting date at remuneration rates current at reporting date.

The annual leave liability is expected to be payable within 12 months and is measured at the undiscounted amount expected to be paid. In the unusual event where salary and wages and annual leave are payable later than 12 months, the liability will be measured at present value.

No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken in future years by employees is estimated to be less than the annual entitlement of sick leave.

Long Service Leave

The liability for long service leave is recognised after an employee has completed 9 (9.1) years of service. An actuarial assessment of long service leave undertaken by the Department of Treasury and Finance based on a significant sample of employees throughout the South Australian public sector determined that the liability measured using the short hand method was not materially different from the liability measured using the present value of expected future payments. This calculation is consistent with SAFECOM's experience of employee retention and leave taken.

Employee Benefit On-Costs

Employee benefit on-costs (payroll tax, workcover and superannuation) are recognised separately under payables.

t) Provisions

Provisions are recognised when SAFECOM has a present obligation as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

When SAFECOM expects some or all of a provision to be reimbursed, the reimbursement is recognised as a separate asset but only when the reimbursement is virtually certain. The expense relating to any provision is presented in the Income Statement net of any reimbursement.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the Balance Sheet date. If the effect of the time value of money is material, provisions are discounted for the time value of money and the risks specific to the liability.

u) Financial liabilities

SAFECOM measures financial liabilities at historical cost.

v) Operating Leases

In respect of operating leases, the lessor effectively retains substantially the entire risks and benefits incidental to ownership of the leased items. Operating lease payments are recognised as an expense in the Income Statement on a basis which is representative of the pattern of benefits derived from the leased assets.

w) Administrative Restructuring

Pursuant to structural reforms announced within the 2006-07 State Budget speech on 21 September 2006, functions of the Security and Management Office were transferred from the Department of the Premier and Cabinet to SAFECOM (refer Note 26).

x) Program Information - SAFECOM

In achieving its objectives, SAFECOM provides strategic and corporate support services to the MFS, CFS and SES. These activities are classified under one program titled Fire and Emergency Services Strategic and Corporate Support.

y) Program Information – SAFECOM Administered Items

The administered program relates to the collection of the Emergency Services Levy and the application of these funds. The levies are collected, in accordance with the Emergency Services Funding Act 1998, by RevenueSA and the DTEI and are credited to the Fund. Payments from the Fund are made to emergency services agencies and other organisations that provide an 'emergency service' as defined under the Act and to meet costs of collecting the levies and operations of the Fund.

4. Financial Risk Management

SAFECOM has non-interest bearing assets (cash on hand and receivables) and liabilities (payables) and interest bearing assets (cash at bank and investments). SAFECOM's exposure to market risk and cash flow interest risk is minimal.

SAFECOM has no significant concentration of credit risk. SAFECOM has policies and procedures in place to ensure that transactions occur with customers with appropriate credit history.

In relation to liquidity/funding risk, the continued existence of SAFECOM in its present form, and with its present programs, is dependent on Government policy and on continuing payments from the Fund for SAFECOM's administration and programs.

5. Changes in Accounting Policies

The Australian accounting standards and interpretations that have recently been issued or amended but are not yet effective, have not been adopted by SAFECOM for the reporting period ending 30 June 2008. SAFECOM has assessed the impact of the new and amended standards and interpretations and considers there will be no impact on the accounting policies or the financial report.

Community Emergency Services Fund – 2006-07

For the year ended 30 June 2006, mobile remissions from DTEI were recognised as revenue upon the receipt of cash by the Fund. From 1 July 2006, the Fund has recognised revenue upon receipt by DTEI and Revenue SA to reflect revenue due to the fund at balance date.

If the abovementioned change in accounting policy had been adopted for the year ended 30 June 2006, an increase of \$2 190 000 for Community Emergency Services Fund revenue and receivables would have resulted.

In addition, for the year ended 30 June 2006, collection services provided to the Fund by DTEI and Revenue SA were recognised as an expense on the receipt of relevant tax invoices. From 1 July 2006, the Fund has recognised DTEI and Revenue SA collection expenses on the delivery of agreed collection services, as defined within Memoranda of Understanding, to reflect payables of the Fund at balance date.

If the abovementioned change in accounting policy had been adopted for the year ended 30 June 2006, an increase of \$59 000 for other expenses and payables would have resulted.

6. Employee Benefit Expenses

Employee benefits costs for the reporting period comprised:	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Salaries and wages	68,422	67,016	6,637	6,047
Payroll tax	4,527	4,513	442	392
Superannuation	8,065	7,691	849	750
Long service leave	3,535	3,315	677	347
Annual Leave	8,481	7,997	689	575
TVSP	-	-	-	-
Other employee related expenses	1,349	642	102	91
Total Employee Benefit Expenses	94,379	91,174	9,396	8,202

Remuneration of Employees

The number of employees whose remuneration received or receivable was \$100 000 or more during the year, fell within the following bands were:

	Consolidated		SAFECOM	
	2008 Number of Employees	2007 Number of Employees	2008 Number of Employees	2007 Number of Employees
\$100 000 to \$109 999	51	83	9	6
\$110 000 to \$119 999	50	46	5	2
\$120 000 to \$129 999	10	17	1	1
\$130 000 to \$139 999	3	10	-	1
\$140 000 to \$149 999	1	4	1	1
\$150 000 to \$159 999	2	1	1	1
\$160 000 to \$169 999	1	1	-	-
\$170 000 to \$179 999	2	-	1	-
\$200 000 to \$209 999	2	1	-	-
\$210 000 to \$219 999	-	1	-	-
\$240 000 to \$249 999	1	-	1	-
\$260 000 to \$269 999	1	-	-	-
\$290 000 to \$299 999	-	1	-	-
Total number of employees	124	165	19	12

The table includes all employees who received remuneration of \$100 000 or more during the year. Remuneration of employees reflects all costs of employment including salaries and wages, superannuation contributions, FBT and any other salary sacrifice benefits. The aggregate remuneration for all employees referred to above was \$14 600 000 (\$19 005 000) for the consolidated entity and \$2 344 000 (\$1 435 000) for SAFECOM.

7. Supplies and Services

	Consolidated		SAFECOM	
	2008	2007	2008	2007
Supplies and services provided by Entities within the SA Government	\$'000	\$'000	\$'000	\$'000
Accommodation	185	177	-	-
Aerial support costs	144	159	-	-
Communication expenses	176	308	89	80
Computing costs	602	519	185	228
Consultancy, contractor and legal fees	755	388	328	245
Consumables	527	492	13	4
Energy	38	58	19	9
Minor Plant and Equipment	15	33	-	-
Operating lease costs	3,529	3,067	626	592
Operational costs	12	75	-	-
Other expenses	1,100	989	82	69
Repairs and maintenance	762	584	179	40
Travel and training	196	202	36	11
Total Supplies and Services – SA Government Entities	8,041	7,051	1,557	1,278
Supplies and services provided by Entities external to the SA Government				
Accommodation	84	57	-	-
Aerial support costs	6,136	5,561	-	-
Communication expenses	2,667	2,243	396	124
Computing costs	1,611	1,275	383	330
Consultancy, contractor and legal fees	4,575	3,807	1,589	939
Consumables	3,373	3,035	246	138
Energy	959	860	-	-
Minor Plant and Equipment	3,701	3,602	31	29
Operating lease costs	881	774	45	6
Operational costs	1,982	1,903	23	23
Other expenses	6,204	4,998	408	201
Repairs and maintenance	6,702	6,113	74	33
Travel and training	4,382	2,906	831	330
Uniforms and protective clothing	2,953	2,883	16	6
Total Supplies and Services – Non-SA Government Entities	46,210	40,017	4,042	2,159
Total Supplies and Services	54,251	47,068	5,599	3,437

The total supplies and services amount disclosed includes GST amounts not-recoverable from the ATO due to the consolidated entity/SAFECOM not holding a valid tax invoice or payment relating to third party arrangements.

Consultancies

The number and dollar amount of consultancies paid/payable (included in supplies and services expense) that fell within the following bands:

	Consolidated		SAFECOM	
	2008	2007	2008	2007
	Number of Consultants	Number of Consultants	Number of Consultants	Number of Consultants
Less than \$10 000	23	22	10	2
\$10 000 - \$50 000	6	7	4	2
Above \$50 000	1	-	1	-
Total Number of Consultants	30	29	15	4
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000
Less than \$10 000	75	68	36	7
\$10 000 - \$50 000	167	181	118	24
Above \$50 000	78	-	78	-
Total Amount Paid/Payable to Consultants Engaged	320	249	232	31

8. Remuneration of Auditors

	Consolidated		SAFECOM	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000
Audit fees paid/payable to:				
Auditor-General's Department	142	138	77	77
Total Auditors' Remuneration	142	138	77	77

9. Government Radio Network (GRN) Expenses

SAFECOM has been charged by Government ICT Services for costs associated with the provision of emergency communication services, including paging and voice transmission using the GRN.

	Consolidated		SAFECOM	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000
Contribution towards GRN - Voice	10,380	10,520	-	-
Contribution towards GRN - Paging	2,534	2,380	-	-
Total GRN Expenses	12,914	12,900	-	-

10. Depreciation

	Consolidated		SAFECOM	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000
Communications equipment	2,948	2,912	-	-
Vehicles	7,300	8,415	-	-
Plant and equipment	795	951	-	-
Buildings	4,444	4,557	8	11
Computer equipment	588	595	38	31
Total Depreciation	16,075	17,430	46	42

11. Revenues from Fees and Charges

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Fees and Charges received/receivable from Entities within the SA Government:				
Training recoveries	18	36	-	-
Incident cost recoveries	-	-	-	-
Fire alarm monitoring fees	141	-	-	-
Fire attendance fees	235	49	-	-
Fire safety fees	27	4	-	-
Other recoveries	374	573	420	622
Total Fees and Charges – SA Government Entities	795	662	420	622
Fees and Charges received/receivable from Entities external to the SA Government :				
Training recoveries	151	115	-	-
Incident cost recoveries	68	108	-	-
Fire alarm monitoring fees	1,274	1,343	-	-
Fire attendance fees	1,126	971	-	-
Fire safety fees	352	234	-	-
Other recoveries	96	81	46	-
Total Fees and Charges – Non-SA Government Entities	3,067	2,852	46	-
Total Fees and Charges	3,862	3,514	466	622

12. Net Gain from Disposal of Non-Current Assets

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Proceeds from disposal of non-current assets	588	1,062	-	-
Written down value of non-current assets	(497)	(909)	-	-
Net Gain from Disposal of Non-Current Assets	91	153	-	-

13. Interest

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Interest received/receivable for the reporting period from:				
Entities within the SA Government	2,714	1,906	306	155
Other	15	14	-	-
Total Interest	2,729	1,920	306	155

14. Other income

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Other income comprised:				
Assets received free of charge	294	974	-	-
Transfer of capital funding for GRN	354	243	-	-
Donations	74	108	-	-
Groups/brigades fundraising revenue	292	306	-	-
Other	1,038	1,000	142	63
Rent received	206	135	8	-
Total Other Income	2,258	2,766	150	63

15. Cash and cash equivalents

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Cash on hand	12	15	-	2
Cash at bank - Groups and Brigades/Units	3,425	3,089	-	-
Cash at bank	40,350	30,265	4,037	3,193
Short-term deposits - Groups and Brigades/Units	540	710	-	-
Total cash and cash equivalents	44,327	34,079	4,037	3,195

Short-term deposits

Short-term deposits are made for varying periods of between one day and three months and are lodged with various financial institutions at their respective short-term deposit rates.

Interest rate risk

Cash on hand is non-interest bearing. Cash at bank earns a floating interest rate based on daily bank deposit rates, whilst short-term deposits are lodged with various financial institutions at their respective short-term deposit rates. The carrying amount of cash approximates fair value.

Correction of error

Cash and cash equivalents for the year ended 30 June 2007 included investments of \$1 594 000 for the consolidated entity (nil for SAFECOM). This error had the effect of overstating cash and cash equivalents and understating investments as at 30 June 2007.

The errors have been corrected by restating each of the affected financial statement line items for the prior year.

16. Receivables

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Current				
Receivables	1,171	1,670	331	575
Less: Allowance for doubtful debts	(3)	(2)	-	-
GST receivables	3,249	1,736	747	534
Total Current Receivables	4,417	3,404	1,078	1,109
Receivables from SA Government entities				
Receivables	606	1,106	258	566
Total Receivables - SA Government Entities	606	1,106	258	566
Receivables from Non-SA Government Entities				
Receivables	562	562	73	9
GST receivables	3,249	1,736	747	534
Total Receivables - Non-SA Government Entities	3,811	2,298	820	543
Total Receivables	4,417	3,404	1,078	1,109

Provision for doubtful debts

The provision for doubtful debts (allowance for impairment loss) is recognised when there is objective evidence that a receivable is impaired.

Provision for Doubtful Debts

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Movement in the provision for doubtful debts (impairment loss):				
Carrying amount at 1 July	(2)	-	-	-
(Increase) Decrease in the provision	(37)	(17)	-	-
Amounts written off	36	15	-	-
Carrying Amount at 30 June	(3)	(2)	-	-

Interest rate and credit risk

Receivables are raised for all goods and services provided for which payment has not been received. Receivables are normally settled within 30 days. Receivables, prepayments and accrued revenues are non-interest bearing. Other than recognised in the allowance for doubtful debts, it is not anticipated that counterparties will fail to discharge their obligations. The carrying amount of receivables approximates net fair value due to being receivable on demand. In addition, there is no concentration of credit risk.

Bad and doubtful debts

SAFECOM has recognised a bad and doubtful debt expense of \$nil (\$nil) and the consolidated entity \$36 000 (\$15 000) in the Income Statement.

17. Non current assets

(a) Property, Plant and Equipment

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Property, Plant and Equipment				
Land at independent valuation	41,784	33,266	-	-
Land at cost	919	4,580	-	-
Total land	42,703	37,846	-	-
Buildings at independent valuation	103,519	85,207	-	-
Less: Accumulated depreciation	427	3,496	-	-
Total Buildings at Valuation	103,092	81,711	-	-
Buildings at cost	2,687	9,564	366	366
Less: Accumulated depreciation	523	677	74	65
Total Buildings at Cost	2,164	8,887	292	301
Total Buildings	105,256	90,598	292	301
Total Property	147,959	128,444	292	301
Vehicles at independent valuation	90,973	79,371	-	-
Less: Accumulated depreciation	-	8,371	-	-
Total Vehicles at Valuation	90,973	71,000	-	-
Vehicles at cost	212	16,564	-	-
Less: Accumulated depreciation	209	1,376	-	-
Total Vehicles at Cost	3	15,188	-	-
Total Vehicles	90,976	86,188	-	-
Communications equipment at independent valuation	12,450	-	-	-
Less: Accumulated depreciation	-	-	-	-
Total Communications equipment at Valuation	12,450	-	-	-
Communications equipment at cost	658	27,567	-	-
Less: Accumulated depreciation	223	12,807	-	-
Total Communications equipment at Cost	435	14,760	-	-
Total Communications equipment	12,885	14,760	-	-
Computer equipment at cost	4,423	3,593	767	-

				193
Less: Accumulated depreciation	<u>2,385</u>	1,855	130	92
Total Computer equipment	<u>2,038</u>	1,738	637	101
Plant and equipment at cost	11,011	10,394	-	-
Less: Accumulated depreciation	<u>6,275</u>	5,579	-	-
Total Plant and equipment	<u>4,736</u>	4,815	-	-
Total Work in progress	<u>19,442</u>	10,214	298	-
Total Property Plant and Equipment	<u>278,036</u>	246,159	1,227	402

Valuation of assets

Independent valuations for land, buildings, vehicles and communication assets were obtained on a rolling basis as at 30 June 2007 and 30 June 2008 from Liquid Pacific. The valuer arrived at fair value on the basis of open market values for existing use.

Impairment

There were no indications of impairment for property, plant and equipment as at 30 June 2008.

Resources received free of charge (consolidated entity)

Negotiations have been undertaken since 1999 to identify and transition land, buildings, minor plant and equipment and motor vehicles from Local Government, community organisations and other sources into the ownership or the care and control of the Minister for Emergency Services (the Minister).

During 2007-08, six additional properties have been transitioned into the control of the Minister (valued at fair value of \$294 000).

Change in accounting estimate

As from 1 July 2007, the consolidated entity increased its useful life policy for new buildings from 30 years to 40 years. This change in accounting estimate has impacted on depreciation expense for buildings completed and upgraded during 2007-08 and resulted in building depreciation expense decreasing by \$38 000 for the consolidated entity (\$nil for SAFECOM) compared to the former 30 year useful life policy.

The lower depreciation expense will also be reflected in future years.

(b) Reconciliation of non-current assets

The following table shows the movement of non-current assets during 2007-08.

Consolidated

	Land and Buildings \$'000	Vehicles \$'000	Communication Equipment \$'000	Computer Equipment \$'000	Plant and Equipment \$'000	Work in Progress \$'000	2008 Total \$'000
Carrying Amount at 1 July	128,444	86,188	14,760	1,738	4,814	10,215	246,159
Additions	256	35	233	-	60	24,427	25,011
Disposals	(177)	(281)	-	(15)	(24)	-	(497)
Transfer from work in progress	11,209	1,745	663	903	680	(15,200)	-
Net adjustment on revaluation	12,377	10,589	199	-	-	-	23,165
Net adjustment on revaluation - recognised in Income Statement			(21)				(21)
Depreciation	(4,444)	(7,300)	(2,949)	(588)	(794)	-	(16,075)
Transfer from various parties	294	-	-	-	-	-	294
Carrying Amount at 30 June	147,959	90,976	12,885	2,038	4,736	19,442	278,036

SAFECOM

	Land and Buildings \$'000	Vehicles \$'000	Communication Equipment \$'000	Computer Equipment \$'000	Plant and Equipment \$'000	Work in Progress \$'000	2008 Total \$'000
Carrying Amount at 1 July	301	-	-	101	-	-	402
Additions	-	-	-	-	-	871	871
Transferred from WIP	-	-	-	573	-	(573)	-
Depreciation	(8)	-	-	(38)	-	-	(46)
Carrying Amount at 30 June	293	-	-	636	-	298	1,227

The following table shows the movement of non-current assets during 2006-2007.

Consolidated

	Land and Buildings \$'000	Vehicles \$'000	Communication Equipment \$'000	Computer Equipment \$'000	Plant and Equipment \$'000	Work in Progress \$'000	2007 Total \$'000
Carrying Amount at 1 July	121,038	82,930	17,369	3,387	6,220	10,628	241,572
Correction of error	-	-	-	-	-	296	296
Restated carrying amount at 1 July	121,038	82,930	17,369	3,387	6,220	10,924	241,868
Additions	30	1	335	162	743	21,110	22,381
Disposals	(334)	(542)	(26)	-	(7)	-	(909)
Transfer from work in progress	8,843	12,199	243	179	355	(21,819)	-
Net adjustment on revaluation	2,465	-	-	-	-	-	2,465
Depreciation	(4,557)	(8,415)	(2,912)	(595)	(951)	-	(17,430)
Transfer from various parties	959	15	-	-	-	-	974
Derecognition of assets	-	-	(249)	(1,395)	(1,546)	-	(3,190)
Carrying Amount at 30 June	128,444	86,188	14,760	1,738	4,814	10,215	246,159

SAFECOM

	Land and Buildings \$'000	Vehicles \$'000	Communication Equipment \$'000	Computer Equipment \$'000	Plant and Equipment \$'000	Work in Progress \$'000	2007 Total \$'000
Carrying Amount at 1 July	233	-	-	334	4	3	574
Additions	-	-	-	43	-	76	119
Transfer from work in progress	79	-	-	-	-	(79)	-
Depreciation	(11)	-	-	(31)	-	-	(42)
Derecognition of assets	-	-	-	(245)	(4)	-	(249)
Carrying Amount at 30 June	301	-	-	101	-	-	402

18. Payables

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Current Liabilities				
Creditors	4,478	1,535	467	228
Accrued expenses	1,330	1,105	126	116
FBT Payable	523	-	-	-
Employment on-costs	1,748	1,565	183	124
Total Current Payables	8,079	4,205	776	468
Non-Current Liabilities				
Employment on-costs	1,575	1,541	217	201
Total Non-Current Payables	1,575	1,541	217	201
Total Payables	9,654	5,746	993	669
Government / Non-Government Payables				
Payables to SA Government Entities				
Creditors	2,306	608	55	56
Accrued expenses	823	766	74	70
Employment on-costs	1,569	1,507	192	161
Total Payables - SA Government Entities	4,698	2,881	321	287
Payables to Non-SA Government Entities				
Creditors	2,172	927	412	172
Accrued expenses	507	339	52	46
FBT Payable	523	-	-	-
Employment on-costs	1,754	1,599	208	164
Total Payables - Non-SA Government Entities	4,956	2,865	672	382
Total Payables	9,654	5,746	993	669

Interest rate and credit risk

Creditors and accruals are raised for all amounts billed but unpaid. Creditors are normally settled within 30 days. Employment on-costs are settled when the respective employee benefit that they relate to is discharged. All payables are non-interest bearing. The carrying amount of payables approximates net fair value due to the amounts being payable on demand.

19. Employee benefits

	Consolidated		SAFECOM	
	2008	2007	2008	2007
	\$'000	\$'000	\$'000	\$'000
Current				
Annual Leave	7,976	7,485	754	650
Long service Leave	1,725	1,405	240	40
	9,701	8,890	994	690
Accrued salaries and wages	1,266	824	184	52
Total Current Employee Benefits	10,967	9,714	1,178	742
Non-Current				
Long service leave	16,822	16,043	2,340	2,088
Total Non-Current Employee Benefits	16,822	16,043	2,340	2,088
Total Employee Benefits	27,789	25,757	3,518	2,830

The total current and non-current employee expense (ie aggregate employee benefit plus related on-costs) for 2008 is \$12 715 000 and \$18 397 000 respectively for the consolidated entity and \$1 363 000 and \$1 658 000 respectively for SAFECOM.

Based on an actuarial assessment performed by the Department of Treasury and Finance, the benchmark for the measurement of the long service leave liability has been revised from 9.1 years to 9 years.

20. Provisions

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Current				
Provision for workers compensation	2,267	1,897	103	89
Total Current Provisions	2,267	1,897	103	89
Non-Current				
Provision for workers compensation	7,338	7,302	342	345
Total Non-Current Provisions	7,338	7,302	342	345
Total Provisions	9,605	9,199	445	434
Carrying Amount at 1 July	9,199	9,650	434	495
Additional provisions recognised (released)	3,647	2,171	88	(16)
Payments	(3,241)	(2,622)	(77)	(45)
Carrying Amount at 30 June	9,605	9,199	445	434

SAFECOM and the consolidated entity have reported a liability to reflect unsettled workers compensation claims. The workers compensation provision is based on an actuarial assessment prepared by Taylor Fry Consulting Actuaries. SAFECOM and the consolidated entity's liability is an allocation of the Justice Portfolio's total assessment.

A separate valuation of liabilities of SAFECOM has not been undertaken and if such a valuation was performed it may result in a different assessed liability. SAFECOM fully funds this provision.

21. Unrecognised contractual commitments

Capital commitments

Capital expenditure contracted for at the reporting date but are not recognised as liabilities in the financial report, are payable as follows:

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Within one year	10,801	2,105	-	-
Later than one year but not later than five years	-	70	-	-
Total capital commitments	10,801	2,105	-	-

These capital commitments are for vehicles, fire stations and other equipment.

21. Commitments (continued)

Remuneration commitments

Commitments for the payment of salaries and other remuneration under fixed-term employment contracts in existence at the reporting date but not recognised as liabilities are payable as follows:

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Within one year	1,606	1,792	599	756
Later than one year but not later than five years	2,188	3,515	825	1,070
Total remuneration commitments	3,794	5,307	1,424	1,826

Amounts disclosed include commitments arising from executive contracts. SAFECOM does not offer fixed-term remuneration contracts greater than five years.

Salary increases of 4.5 percent per annum have been assumed in the calculation of remuneration commitments.

Operating lease commitments

Commitments in relation to operating leases contracted for at the reporting date but not recognised as liabilities are payable as follows:

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Within one year	3,594	3,423	597	491
Later than one year but not later than five years	4,893	4,856	272	602
Later than five years	77	152	-	-
Total Operating Lease Commitments	8,564	8,431	869	1,093

These operating leases are not recognised in the Balance Sheet as liabilities.

The non-cancellable leases are property leases, with rental payable monthly in arrears. Contingent rental provisions within the lease agreements require the minimum lease payments to be increased annually based on CPI movement. Options exist to renew the leases at the end of the term of the leases.

Contractual commitments

	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Within one year	941	1,713	64	34
Later than one year but not later than five years	193	140	162	136
Later than five years	-	25	-	25
Total Other Contractual Commitments	1,134	1,878	226	195

Contractual commitments relate to a range of services and supplies including building repairs and maintenance, aerial bombing, cleaning, and occupational welfare services.

22. Contingent assets and liabilities

SAFECOM has no known contingent liabilities however the consolidated entity has a number of contingent liabilities in the form of unresolved litigation. The majority of these liabilities are likely to be finalised early in the 2008-09 financial year, however the outcome cannot be reliably determined.

A number of civil claims have commenced relating to the January 2005 Wangary bushfire, the outcome and timing of which cannot be reliably determined. The financial exposure for CFS is limited to \$10,000 excess under insurance arrangements. SAFECOM is not aware of any contingent assets.

23. Board members remuneration

Board membership during the 2007-08 financial year comprised of:

South Australian Fire and Emergency Services Commission Board (refer s10 of the Fire and Emergency Services Act 2005)

Mr Vincent Monterola	Ms Giulia Bernardi *
Ms Kathy Gramp	Ms Debra Contala *
Ms Lena Grant *	Mr Andrew Lawson *
Mr Derren Halleday	Mr Stuart Macleod *
Mr Wayne Thorley	Ms Louise Reynolds
Mr Euan Ferguson*	Mr Kenneth Schutz
Mr Grant Lupton *	Mr Michael Smith *
Mr David Place*	Ms Virginia Hickey
Mr David Ward	

The number of members whose income from the South Australian Fire and Emergency Services Commission Board falls within the following bands was:

	2008	2007
	Number of Members	Number of Members
\$0 - \$9 999	3	2
\$10 000 - \$19 999	3	1
\$20 000 - \$29 999	-	1
\$30 000 - \$39 999	-	2
Total Number of Board Members	6	6

Remuneration of members reflects all costs of performing board/committee member duties including sitting fees, superannuation contributions, FBT and any other salary sacrifice arrangements. The total remuneration received or receivable by members was \$62 000 (\$108 000).

South Australian Fire and Emergency Services Commission Advisory Board (refer section 18 of the Fire and Emergency Services Act 2005)

Ms Linda Eldredge	Ms Shiralee Reardon
Mr Roger Dowling *	Ms Louise Reynolds
Ms Doreen Erwin	Mr David Scarce *
Mr John Forster	Ms Wendy Shirley
Mr Derren Halleday	Mr Cameron Stott *
Ms Pip McGowan	Mr Wayne Thorley
Ms Dionie McNair	Mr David Ward
Mr Brett Raymond *	Mr Phil Harrison

23. Board members remuneration (continued)

The number of members whose income from the South Australian Fire and Emergency Services Commission Advisory Board falls within the following bands was:

	2008 Number of Members	2007 Number of Members
\$0 - \$9 999	14	9
Total Number of Board Members	14	9

Remuneration of members reflects all costs of performing board/committee member duties including sitting fees, superannuation contributions, fringe benefits tax and any other salary sacrifice arrangements. The total remuneration received or receivable by members was \$10 000 (\$21 000).

South Australian Fire and Emergency Services Commission Audit and Risk Management Committee (refer s18 of the Fire and Emergency Services Act 2005)

Ms Kathy Gramp	Mr Mark Dawson *
Ms Lena Grant *	Mr Stephen Rogers *
Mr Peter Barns *	Mr Trevor Pearce *
Ms Debra Contala *	Ms Heather Haselgrove *
Mr Richard Hassam *	Mr Rick Janssan *
Mr Andrew Lawson *	Mr Matthew Maywald *
Mr Michael Smith *	Mr David Ward

The number of members whose income from the South Australian Fire and Emergency Services Commission Audit and Risk Management Committee falls within the following bands was:

	2008 Number of Members	2007 Number of Members
\$0 - \$9 999	2	1
Total Number of Board Members	2	1

Remuneration of members reflects all costs of performing board/committee member duties including sitting fees, superannuation contributions, FBT and any other salary sacrifice arrangements. The total remuneration received or receivable by members was \$2 000 (\$4 000).

South Australian Bushfire Prevention Advisory Committee (refer section 71 of the Fire and Emergency Services Act 2005)

G Benham *	M Maguire
J Brooks	T Roocke
J Corin	W Thorley
P Davis	R Twisk *
P Dellaverde *	R Underdown *
E Ferguson *	A Watson *
G MacPhie *	M Williams *
I Brooks	C Dearman *
M Jenner *	S Lefebvre
W McIntosh	R Rose
K Schutz	

South Australian Bushfire Prevention Advisory Committee

The number of members whose income from the South Australian Bushfire Prevention Advisory Committee falls within the following bands was:

	2008 Number of Members	2007 Number of Members
\$0 - \$9 999	6	6
Total Number of Board Members	6	6

Remuneration of members reflects all costs of performing board/committee member duties including sitting fees, superannuation contributions, FBT and any other salary sacrifice arrangements. The total remuneration received or receivable by members was \$2 000 (\$1 000).

South Australian Metropolitan Fire Service Disciplinary Committee (refer section 71 of the Fire and Emergency Services Act 2005)

Mr Bill Morris - 2007	Mr Gregory Howard *
Mr Graham Dart - 2008	Mr Brendan West *
Mr Eric Drohan *	Mr David Harvey *
Mr David Schmerl *	Mr Michael Vander-Jeugd *
Mr Glenn Benham *	Mr Scott Thompson *
Mr Geoffrey Matters *	Mr Colin Lindsay *
Mr George Rodis *	Mr Paul Fletcher *

The number of members whose income from the South Australian Metropolitan Fire Service Disciplinary Committee falls within the following bands was:

	2008	2007
	Number of Members	Number of Members
\$0 - \$9 999	1	1
Total Number of Board Members	1	1

Remuneration of members reflects all costs of performing board/committee member duties including sitting fees, superannuation contributions, FBT and any other salary sacrifice arrangements. The total remuneration received or receivable by members was \$4 000 (\$6 000).

Other Non-Statutory Advisory Committees

CFS has a number of non-statutory advisory committees in existence for which sitting fees have been paid. 42 (37) members have received less than \$1 000 (\$1 000) in remuneration. The total remuneration received or receivable by members was \$7 000 (\$7 000).

*In accordance with the Department of the Premier and Cabinet Circular No. 016, government employees did not receive any remuneration for board/committee duties during the financial year.

Unless otherwise disclosed, transactions between members are on conditions no more favourable than those that it is reasonable to expect the entity would have adopted if dealing with the related party at arm's length in the same circumstances.

24. Cash flow reconciliation

Reconciliation of Cash	Consolidated		SAFECOM	
	2008 \$'000	2007 \$'000	2008 \$'000	2007 \$'000
Cash at 30 June as per:				
Cash Flow Statement	44 327	34 079	4 037	3 195
Balance Sheet	44 327	34 079	4 037	3 195
Reconciliation of Net Cash provided by Operating Activities to Net Cost of Providing Services:				
Net cash provided by operating activities	34 761	22 039	1 713	25
Contributions from Community Emergency Services Fund	(178 177)	(162 615)	(13 866)	(11 045)
Payments to SA Government	505	-	-	-
Add/(Less) Non Cash items				
Depreciation of property plant and equipment	(16 075)	(17 430)	(46)	(42)
Net gain from disposal of non-current assets	91	153	-	-
Revaluations recognised in Income Statement	(21)	-	-	-
Assets received from Local Government and other sources	294	974	-	-
Changes in Assets / Liabilities				
Increase/(Decrease) in receivables	1 013	(462)	(31)	592
(Increase)/Decrease in payables	(3 908)	856	(324)	(33)
(Increase)/Decrease in provision for employee benefits	(2 033)	(1 843)	(688)	(201)
(Increase)/Decrease in other provisions	(406)	451	(11)	61
Net Cost of Providing Services	(163 956)	(157 877)	(13 253)	(10 643)

25. Financial instruments/financial risk management

Table 25.1: Categorisation of financial instruments

Details of the significant accounting policies and methods adopted including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instrument are disclosed in Note 2 Significant Accounting Policies.

Consolidated

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SAFECOM

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(1) Receivable and payment amounts disclosed here exclude amounts relating to statutory receivables and payables. In government, certain rights to receive or pay cash may not be contractual and therefore in these situations, the requirements will not apply. Where rights or obligations have their source in legislation such as levy receivables/payables, tax equivalents, commonwealth tax, audit receivables/payables etc they would be excluded from the disclosure. The standard defines contract as enforceable by law. All amounts recorded are carried at cost (not materially different from amortised cost) except for employee on cost which are determined via reference to the employee benefit liability to which they relate.

Credit risk

Credit risk arises when there is the possibility of the consolidated entity's/SAFECOM's debtors defaulting on their contractual obligations resulting in financial loss to the consolidated entity/SAFECOM. The consolidated entity/SAFECOM measures credit risk on a fair value basis and monitors risk on a regular basis.

SAFECOM has minimal concentration of credit risk. SAFECOM has policies and procedures in place to ensure that transactions occur with customers with appropriate credit history. SAFECOM does not engage in high risk hedging for its financial assets.

25. Financial instruments/financial risk management (continued)

Table 25.2: Ageing Analysis of Financial Assets

The following table discloses the ageing of financial assets, past due, including impaired assets past due.

Consolidated

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SAFECOM

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25. Financial instruments/financial risk management (continued)

Table 25.3: Maturity Analysis of Financial Assets and Liabilities

The following table discloses the maturity analysis of financial assets and financial liabilities.

Consolidated

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25. Financial instruments/financial risk management (continued)

Table 25.3: Maturity Analysis of Financial Assets and Liabilities

SAFECOM

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The financial assets and liabilities of the consolidated entity/SAFECOM are all current with maturity within the next 12 months, except employee on-costs (within payables) which are not practical to split the maturity by band of years.

Liquidity risk

The consolidated entity/SAFECOM are funded principally from contributions from the Community Emergency Services Fund. The consolidated entity/SAFECOM works with the Fund Manager of the Community Emergency Services Fund to determine cash flows associated with its Government approved program of work and with the Department of Treasury and Finance to ensure funding is provided through SA Government budgetary processes to meet the expected cash flows.

The consolidated entity's/SAFECOM's exposure to liquidity risk is insignificant based on past experience and current assessment of risk.

The carrying amount of financial liabilities recorded in Table 25.1 represent the consolidated entity's/SAFECOM's maximum exposure to financial liabilities.

Market risk

The consolidated entity/SAFECOM have non-interest bearing assets (cash on hand and receivables) and liabilities (payables) and interest bearing assets (cash at bank and investments). The consolidated entity's/SAFECOM's exposure to market risk and cash flow interest risk is minimal. There is no exposure to foreign currency or other price risks.

Sensitivity disclosure analysis

A sensitivity analysis has not been undertaken for the interest rate risk of the consolidated entity/SAFECOM as it has been determined that the possible impact on profit and loss or total equity from fluctuations in interest rates is immaterial.

26. Administrative restructure

Transferred functions for the 2006-07 year comprise:

- 1) Net assets transferred to SAFECOM and the consolidated entity in relation to the transferred functions of the Security and Emergency Management Office (SEMO) from the Department of the Premier and Cabinet (\$1263 000);
- 2) Net assets transferred to the consolidated entity from the Department of the Premier and Cabinet in relation to the transferred functions of SEMO to the SES (\$226 000) the Urban Search and Rescue (USAR) Program to MFS (\$479 000).

	Consolidated	SAFECOM
The total assets and liabilities transferred were:	\$'000	\$'000
Current assets – cash	1 968	1 263
Total Net Result from Administrative Restructure for 2006-07	1 968	1 263

**Statement of Administered Income and Expenses
for the year ended 30 June 2008**

	Note 3(d)	2008 \$'000	2007 \$'000
INCOME:			
Community Emergency Services Fund Revenue	27	204,789	185,135
Revenues from fees and charges		369	363
Interest revenues		2,956	2,670
Total Administered Income		208,114	188,168
EXPENSES:			
Community Emergency Services Fund payments	28	199,666	183,602
Grants	29	1,580	3,550
Other expenses	30	6,921	7,052
Total Administered Expenses		208,167	194,204
NET RESULT		(53)	(6,036)

**Statement of Administered Assets and Liabilities
as at 30 June 2008**

	Note 3(d)	Consolidated	
		2008 \$'000	2007 \$'000
CURRENT ASSETS:			
Cash and cash equivalents	31	2,800	3,505
Receivables	32	3,618	3,008
Total Current Assets		6,418	6,513
CURRENT LIABILITIES:			
Payables	33	55	97
Total Current Liabilities		55	97
NET ASSETS		6,363	6,416
EQUITY:			
Retained earnings		6,363	6,416
TOTAL EQUITY		6,363	6,416

Total Equity is attributable to the SA Government as owner

Statement of Administered Changes in Equity
for the year ended 30 June 2008

	Asset revaluation reserve \$'000	Retained earnings \$'000	Total \$'000
Balance at 30 June 2006		10,321	10,321
Change in accounting policy		2,131	2,131
Restated balance at 30 June 2006		12,452	12,452
Net result for 2006-07		(6,036)	(6,036)
Total Recognised Income and Expense for 2005-06	-	(6,036)	(6,036)
Balance at 30 June 2007	-	6,416	6,416
Net result for 2007-08		(53)	(53)
Total Recognised Income and Expense for 2007-08	-	(53)	(53)
Balance at 30 June 2008	-	6,363	6,363

Statement of Administered Cash Flows
for the year ended 30 June 2008

	Note 3(d)	2008 Inflows (Outflows) \$'000	2007 Inflows (Outflows) \$'000
CASH FLOWS FROM OPERATING ACTIVITIES:			
CASH INFLOWS:			
Community Emergency Services Fund receipts		204,145	184,859
Fees and charges		352	363
Interest received		3,007	3,211
Cash generated from Operations		207,504	188,433
CASH OUTFLOWS:			
Community Emergency Services Fund payments		(199,666)	(184,675)
Grants		(1,580)	(3,550)
Other payments		(6,963)	(7,075)
Cash used in Operations		(208,209)	(195,300)
Net Cash used in Operating Activities	34	(705)	(6,867)
NET DECREASE IN CASH AND CASH EQUIVALENTS		(705)	(6,867)
CASH AND CASH EQUIVALENTS AT 1 JULY		3,505	10,372
CASH AND CASH EQUIVALENTS AT 30 JUNE	31	2,800	3,505

NOTES TO AND FORMING PART OF THE ADMINISTERED STATEMENTS

27. Community Emergency Services Fund revenue – Administered Items

	2008	2007
	\$'000	\$'000
Fixed Property Collections	77,066	72,147
Fixed Property Remissions	82,918	69,326
Mobile Collections	28,794	28,326
Mobile Remissions	9,930	9,249
Pensioner Concessions	6,080	6,087
Total Community Emergency Services Fund Revenue	204,789	185,135

28. Community Emergency Services Fund payments – Administered Items

	2008	2007
	\$'000	\$'000
SAFECOM	13,866	11,045
State Emergency Service	12,070	12,513
Country Fire Service	59,199	53,833
Metropolitan Fire Service	93,042	85,224
SA Police	16,877	16,465
SA Police -GRN	687	687
Attorney-General's State Helicopter Rescue	537	524
SA Ambulance Service	907	885
SA Ambulance Service - GRN	209	209
Department for Environment and Heritage	2,272	2,217
Total Community Emergency Services Fund Payments	199,666	183,602

29. Grants – Administered Items

	2008	2007
	\$'000	\$'000
Surf Life Saving	539	2,494
Volunteer Marine Rescue	725	775
Shark Beach Patrol	316	281
Total Community Emergency Services Fund Payments	1,580	3,550

30. Other Expenses – Administered Items

	2008	2007
	\$'000	\$'000
Revenue SA collection costs	5,837	5,926
DTEI collection costs	692	680
Administration costs	392	446
Total Community Emergency Services Fund Payments	6,921	7,052

31. Cash and Cash Equivalents – Administered Items

	2008	2007
	\$'000	\$'000
Cash at bank	2,800	3,505
Total Cash and Cash Equivalents	2,800	3,505

Interest Rate Risk

Cash on hand is non-interest bearing. Cash at bank earns a floating interest rate based on daily bank deposit rates, whilst short-term deposits are lodged with various financial institutions at their respective short-term deposit rates. The carrying amount of cash approximates fair value.

32. Receivables – Administered Items

	2008	2007
	\$'000	\$'000
Current:		
Receivables	3,618	3,008
Total Current Receivables	3,618	3,008
Receivables from SA Government Entities:		
Receivables	3,618	3,008
Total Receivables - SA Government Entities	3,618	3,008

33. Payables – Administered Items

	2008	2007
	\$'000	\$'000
Current Liabilities		
Accrued Expenses	55	97
Total Current Payables	55	97
Government/Non-government Payables		
Payables to		

	2008	2007
	\$'000	\$'000
Current Liabilities		
Accrued expenses	55	97
Total Current Payables	55	97
Government / Non-Government Payables		
Payables to SA Government Entities		
Accrued expenses	55	97
Total Payables - SA Government Entities	55	97

34. Cash Flow Reconciliation – Administered Items

Reconciliation of Cash	2008	2007
	\$'000	\$'000
Cash at 30 June as per:		
Statement of Administered Cash Flows	2 800	3 505
Statement of Administered Assets and Liabilities	2 800	3 505
Reconciliation of Net Cash (used in) provided by Operating Activities to Net Result:		
Net Cash used in operating activities	(705)	(6 867)
Changes in Assets/Liabilities:		
Change in accounting policy – refer Note 5	-	(2 131)
Increase in receivables	610	1 925
Decrease in payables	42	1 037
Net Result for 2007-08	(53)	(6 036)

Asset and Facilities Management

Environmental statement

SAFECOM is committed to reducing our impact on the environment by implementing appropriate strategies as established within the Greening of Government Framework (GoGO).

These strategies include:

- implementing water efficiency objectives with the aim of reducing consumption levels without increasing risk to employees/volunteers
- minimising energy use as mandated by the Energy Action Plan by implementing energy efficiency measures identified within our organisation
- minimising greenhouse gas emissions, waste and pollution through strategies for our vehicle fleet, building accommodation and management, design and maintenance, procurement practices and our own administration
- striving to reduce our waste to landfill by reviewing our waste collection to increase our rate and efficiency of reuse and recycling
- integrating the principles of sustainable management in the briefing, design and commissioning of major projects
- performing environmental monitoring and reporting on key environmental impact areas
- actively increasing awareness and training of environmental management to our staff
- actively promoting and complying with all relevant environmental legislation and government policy standards, and
- communicating policy and key environmental strategies to the public and interested parties by making the policy readily available as well as inclusion in the SAFECOM annual report.

Our unique service to the South Australian community provides SAFECOM with the opportunity to promote an environmental culture within our organisation and becoming a leader in increasing this environmental cultural awareness to the broader community.

Water Efficiency Plans

SAFECOM in partnership with SA Water, have commenced the development of Water Efficiency Plans for all premises it occupies and uses with the intent of implementing appropriate efficiency measures during the 2008/2009 financial year.

These Plans are being developed after careful assessment of the obligations and liabilities of the Agency for each property occupied and will also take into account any disparities in ownership of the assets.

Marginal savings are anticipated to be achieved but will be dependant upon impinging operational issues and the obligations placed upon the Agency as a tenant of the property.

Energy Efficiency Action Plan

The State Government expects a reduction in energy consumption (and production of greenhouse gases) of 15% by 2010 in comparison with the 2000/01 consumption baseline.

Energy SA set energy consumption reduction targets of 0.45% in 2001/02 and 1.81% for the out years to 2010, equating to 15% by that date. This target has now been revised to 25% by the year 2015.

The major energy consuming building within the SAFECOM establishment consists of the CFS Centre at 60 Waymouth Street, Adelaide. The occupied areas were audited by Energy SA in October 2003 and appropriate strategies that could reduce energy consumption were identified. These strategies were successfully implemented and included:

- replacing lighting and diffusers with more efficient lamps and diffusers, de-lamping by 20%.
- reprogramming boiling water systems so they turn off after business hours, and
- developing an Energy Efficiency Awareness program for staff.

Follow up awareness programs are being progressed to review and further implement efficiency programs throughout the 2008/2009 financial year.

All new regional CFS and SES buildings are being fitted with low energy lighting systems with consideration being given to appropriate siting in order to minimise heat loads.

Further reviews of all energy savings initiatives will be undertaken during 2008/2009 financial year with the objective of ensuring that all potential savings are addressed and reviewed with further actioning as required.

Energy Consumption

Total energy consumption

Leased premises within the Central Business District are located at 44 Waymouth Street (Level 10) (occupied by the SES and the VMB), and at 60 Waymouth Street (Levels 5, 6 and 7 and parts of 4 and 9) (occupied by SAFECOM and CFS headquarters). These premises represent the greatest proportion of energy consumption across the operative grouping.

The following is a statistical analysis of the energy targets and energy usage across the Sector.

SAFECOM, CFS and SES

SAFECOM, CFS and SES	Electrical Energy Use (GJ)	Greenhouse Gas Emissions (tonnes CO ₂)	Square Metres	Intensity GJ/Sq. M
Baseline	5496	1552	63485	0.0866
Target for 2007-08	4871	1376	63485	0.0767
Actual 2007-08	7054	2024	70582	0.0999
Target for 2010	4671	1351	63485	0.0736
Target for 2015	4122	1192	63485	0.0649

SAFECOM OFFICE

SAFECOM	Electrical Energy Use (GJ)	Greenhouse Gas Emissions (tonnes CO ₂)	Square Metres	Intensity GJ/Sq. M
Baseline	322	84	1743	0.1845
Target for 2007-08	285	77	1743	0.1635
Actual 2007-08	415	84	2134	0.1945
Target for 2010	273	66	1743	0.1568
Target for 2015	241	58	1743	0.1384

Total energy consumption (continued)

CFS

CFS	Electrical Energy Use (GJ)	Greenhouse Gas Emissions (tonnes CO2)	Square Metres	Intensity GJ/Sq. M
Baseline	4326	1264	51648	0.0838
Target for 2007-08	3835	1121	58557	0.0655
Actual 2007-08	5691	1663	58557	0.0972
Target for 2010	3677	1075	51648	0.0712
Target for 2015	3245	948	51648	0.0628

SES

SES	Electrical Energy Use (GJ)	Greenhouse Gas Emissions (tonnes CO2)	Square Metres	Intensity GJ/Sq. M
Baseline	848	204	10,094	0.0840
Target for 2007-08	751	220	10,094	0.0744
Actual 2007-08	948	277	9,891	0.0958
Target for 2010	720	211	10,094	0.0714
Target for 2015	636	186	10,094	0.0630

MFS

MFS	Electrical Energy Use (GJ)	Greenhouse Gas Emissions (tonnes CO2)	Expenditure	% reduction in energy
Baseline	13315	3431	351613	-
Actual 2006-07	11688	3269	350695	12.22
Target 2006-07	12694	3538	351361	4.6
Actual 2007-08	14374	3840	463038	-
Target for 2010	11317	2794	298871	15
Target for 2015	9986	2793	274023	25

Actual consumption within each sector has exceeded the original targets during 2008/2009 as a result of:

- further variations to occupancy levels within 60 Waymouth Street resulting in increased floor space requirements
- increased activities within the sectors associated with operations
- additional facilities coming on stream that result in increased use and demands
- increased training programs and after hour activities, and
- alterations to internal tenancy fit out introducing increased energy consumption loadings.

Asbestos Management

State Emergency Services Annual Asbestos Management Report 2007/08

No. of sites in Category

Category	At Start of Year = 45	At End of Year = 45	Category Description	Interpretation
1	0	0	Remove	should be removed promptly
2	0	0	Remove as soon as practicable	should be scheduled for removal at a practical time.
3	19	17	Use care during maintenance	may need removal during maintenance work
4	0	0	Monitor Condition	is present, inspect according to legislation and policy
5	26	28	No asbestos identified/ identified asbestos has been removed	(All asbestos identified as per OHS & W 4.2.10(1) has been removed)
6	0	0	Further information required	(These sites not yet categorised)

CFS

SA Country Fire Service Annual Asbestos Management Report 2007/08

No. of sites in Category				
Category	At Start of Year = 416	At End of Year = 418	Category Description	Interpretation
1	2	1	Remove	should be removed promptly
2	4	1	Remove as soon as practicable	should be scheduled for removal at a practical time.
3	61	57	Use care during maintenance	may need removal during maintenance work
4	36	39	Monitor Condition	is present, inspect according to legislation and policy
5	313	320	No asbestos identified/ identified asbestos has been removed	(All asbestos identified as per OHS & W 4.2.10(1) has been removed)
6	0	0	Further information required	(These sites not yet categorised)

Category 1 Relates to the Stirling CFS stations. The Stirling Station is being purchased from the Adelaide Hills Council and investigations on major station alterations are being progressed.

**SA Metropolitan Fire Service Annual Asbestos Management Report
2007/08**

No. of sites in Category				
Category	At Start of Year = 36	At End of Year = 40	Category Description	Interpretation
1	0	0	Remove	should be removed promptly
2	0	0	Remove as soon as practicable	should be scheduled for removal at a practical time.
3	0	1	Use care during maintenance	may need removal during maintenance work
4	0	21	Monitor Condition	is present, inspect according to legislation and policy
5	33	18	No asbestos identified/ identified asbestos has been removed	(All asbestos identified as per OHS & W 4.2.10(1) has been removed)
6	3	0	Further information required	(These sites not yet categorised)

Freedom of Information

The Freedom of Information Act 1991 confers on each member of the public a legally enforceable right to be given access to documents held by the government, subject only to such restrictions as are reasonably necessary for the proper administration of the government.

It also enables each member of the public to apply for the amendment of records concerning their personal affairs if the records are incomplete, incorrect, out of date or misleading.

The following information is provided pursuant to the provisions of Section 9 of the Freedom of Information Act 1991 (the Act).

Requests for access to documents in the possession of SAFECOM are dealt with by the Freedom of Information Officer (SAFECOM).

The FOI Act allows you to:

1. request access to documents of the agency, which must contain sufficient information to identify the documents sought, and
2. request amendment of your personal records, which must identify the record involved sufficiently and specify the amendment sought.
3. seek a review of a decision made by a State Government Agency, Local Council or University.

Fees and Charges

A prescribed fee of \$26.75 must accompany the lodgement of an FOI application, which may be waived in cases of financial hardship. An application for waiver of the fee should state grounds for such a waiver.

When the requested documents are located additional charges may be required under this Act in respect of the costs to the agency of finding, sorting, compiling and copying documents necessary for the proper exercise of a function under this Act and undertaking any consultations required by this Act in relation to the exercise of that function.

Applications

Requests under the Act for access to documents or amendment of records about personal affairs in the possession of SAFECOM should be directed in writing to:

The Freedom of Information Officer
South Australian Fire and Emergency Services Commission
GPO Box 2706
ADELAIDE SA 5001

Telephone (08) 8463 4056
Facsimile (08) 8463 4054

Abbreviations

ABC	Australian Broadcasting Corporation
ABF	Activity Based Funding
AEMVF	Australian Emergency Management Volunteer Forum
AFAC	Australasian Fire Authorities Council
AIIMS	Australasian Inter-service Incident Management System
AIRS	Australasian Incident Reporting System
APFF	Australian Professional Firefighters Foundation
APY	Anangu Pitjantjatjara Yankunytjatjara
ARG	Audit Review Group
AS	Australian Standard
AVCG	Australian Volunteer Coast Guard
BA	Breathing Apparatus
BFSC	Building Fire Safety committee
BOM	Bureau of Meteorology
BOMS	Brigade Operations Management System
CABA	Compressed Air Breathing Apparatus
CALD	Culturally and Linguistically Diverse
CBR	Chemical, Biological and Radiological hazards
CBRN	Chemical, Biological, Radiological and Nuclear hazards
CESF	Community Emergency Services Fund
CEWT	Central Exercise-Writing Team
CEWT	Central Exercise Writing Team
CFA	Country Fires Authority (Victoria)
CFB	Compartment Fire Behaviour
CFLL	Centre for Lessons Learned
CFS	Country Fire Service
CFS BM	Business Manager
CFSVA	Country Fire Service Volunteer Association
CO	Chief Officer
CO2	Carbon Dioxide
COAC	Chief Officer's Advisory Council
COAG	Council of Australian Government
COMCEN	Communications Centre
CRD	Call, Receipt and Dispatch
CRIIMSON	Critical Resource & Incident Information Management System Online Network
CRT	Community Response Team
DAIS	Department for Administrative and Information Services
DAU	Development Assessment Unit
DECS	Department of Education & Children's Services
DEH	Department of Environment and Heritage
DFEEST	Department of Further Education, Employment, Science & Technology
DGO	Deputy Group Officer
DISEX	Disaster Exercise
DO	District Officer
DTEI	Department of Transport, Energy and Infrastructure
DWLBC	Department of Wildlife, Land and Biodiversity Conservation
EA	Executive Assistant
EMA	Emergency Management Australia
EPA	Environment Protection Authority
ESLFM	Emergency Services Levy Fund Manager

ESLG	Emergency Services Leadership Group
ESM	Emergency Services Medal
ESO	Emergency Services Organisation
FESA	Fire & Emergency Services Assoc. (WA)
FGP	Fire Ground Practice
FIREMON	Fire Alarm Monitoring
FOI	Freedom of Information
FPO	Fire Prevention Officer
FSI	Fire Station Interface Unit
FTE	Full-time Equivalent
GAFLC	Government Agencies Fire Liaison Committee
GHG	Greenhouse Gas
GIS	Geospatial Information System
GJ	Gigajoule
GO	Group Officer
GOMPS	Group Operations Management Plans
GPS	Global Positioning System
GRN	Government Radio Network
GRN	Government Radio Network
GRRG	Governance Reporting and Review Group
HAZMAT	Hazardous Materials
HCO	Harassment Contact Officer
HIRS	Hazard Incident Reporting System
HR	Human Resources
ICS	Incident Command System
ICU	Incident Control Unit
IMT	Incident Management Team
IRG	Internal Reference Group
J-FLIP	Juvenile Firelighter Intervention Program
JOLG	Joint Operations Leadership Group
JOT	Joint Operations Team
JPLC	Justice Portfolio Leadership Council
KI	Kangaroo Island
KPI	Key Performance Indicator
LACES	Lookouts, Awareness, Communications, Escape Routes, Safety Zones
LGA	Local Government Association
MALO	Mutual Aid Liaison Officer
MART	Multi-Agency Response Team
MCT	Mobile Computer Terminal
MDT	Mobile Data Terminal
MFA	Malicious False Alarm
MFS	Metropolitan Fire Service
MFS	South Australian Metropolitan Fire Service
MLO	Media Liaison Officer
MOU	Memorandum of Understanding
NAFC	National Aerial Fire Fighting Centre Limited
NAFFS	National Aerial Fire Fighting Strategy
NPWS	National Parks and Wildlife Service
OCBA	Office of Consumer and Business Affairs
OCIO	Office of the Chief Information Officer
OHS&IM	Occupational Health, Safety and Injury Management
OHS&W	Occupational Health, Safety & Welfare
OHSW	Occupational Health Safety and Welfare
OPO	Operations Planning Officer
PAR	Planning Amendment Report

PCAO	Prevention and Community Awareness Officer
PID	Position Information Document
PIRSA	Primary Industries and Resources SA
PMO	Project Management Office
PO	Project Officer
PPC	Personal Protective Clothing
PPE	Personal Protective Equipment
PPRR	Prevention, Preparedness, Response and Recovery
PPSSI	Performance Standards for Self-Insurers
PRP	Prepared Response Plan
PSCOP	Public Safety Communications Optimisation Project
PTO	Power Take-Off
QAV	Quick Attack Vehicle
RAAP	Road Awareness and Accident Prevention
RAO	Regional Administrative Officer (SAFECOM)
RBSO	Regional Business Support Officer
RC	Regional Commander
RCR	Road Crash Rescue
RDO	Rostered day off
RO	Regional Officer
ROMPS	Regional Operations Management Plans
ROPO	Regional Operations Planning Officer
ROST	Regional Operations Support Team
RPI	Rural Property Identification
RPO	Regional Prevention Officer
RTO	Registered Training Organisation
SAAS	South Australian Ambulance Service
SACAD	South Australian Computer Aided Dispatch
SACE	South Australian Certificate of Education
SAFECOM	SA Fire & Emergency Services Commission
SAFECOM	South Australian Fire and Emergency Services Commission
SAFECOM	South Australian Fire & Emergency Services Commission
SA-GRN	South Australian Government Radio Network (GRN)
SAMFS	South Australian Metropolitan Fire Service
SAPES	South Australian Police and Emergency Services
SAPOL	South Australian Police
SASES	South Australian State emergency Service
SAVFBA	South Australian Volunteer Fire Brigades Association
SBFSO	Senior Building Fire Safety Officer
SCC	State Coordination Centre
SDAO	Senior Development Assessment Officer
SDF	Staff Development Framework
SEC	State Emergency Centre
SEG	State Executive Group
SEMC	State Emergency Management Committee
SEMO	State Emergency Management Organisation
SES	State Emergency Services
SFEC	Standards of Fire and Emergency Cover
SFPO	Senior Fire Prevention Officer
SIMSC	Shared Injury Management Service Centre
SLA	Service Level Agreement
SLG	Strategic Leadership Group (CFS)
SMEAC	Situation, Mission, Execution, Administration and Logistics, Command and Communications
SO	Station Officer

SOC	State Operations Centre (CFS - Waymouth Street)
SOCC	State Operations Call Centre
SOG	Standard Operating Guidelines
SOP	Standard Operating Procedure
SOPD	Station Officer Professional Development
SOPO	State Operations Planning Officer
SOTS	Special Operations, Training & Safety
SP	Standard Procedure
SPAM	Stress Prevention and Management
SRS	State Radio Systems
SSB	State Supply Board
STC	State Training Centre (Brukunga)
STO	State Training Officer
SVMC	State Volunteer Management Committee
TAS	Training Administration System
TEWT	Tactical Exercise Without Troops
TOA	Transfer of Assets
TOIL	Time off in lieu
TRKs	Training Resource Kits
TS	Technical Services
UFU	United Firefighters Union
UMAG	Unit Managers' Advisory Group
UPS	Uninterruptible Power Supply
URP	Urban Rural Pumper
USAR	Urban Search and Rescue
USAR	Urban Search and Rescue
VERSP	Volunteer Employer Recognition Support Program
VHF	Very High Frequency
VIP	Volunteers in Prevention
VMB	Volunteer Management Branch
VMR	Volunteer Marine Rescue
VSO	Volunteer Support Officer
WP&FG	World Police and Fire Games
ZEC	Zone Emergency Centre
ZEMC	Zone Emergency Management Committees