

# SERVICE STANDARD 4.1.4

## NEIGHBOURHOOD SAFER PLACES

ITEM	DESCRIPTION
Version Number	2.1
SOPs	<ul style="list-style-type: none"> <li>&gt; SOP 4.1.4-1 Establishing the need for a NSP</li> <li>&gt; SOP 4.1.4-2 Assessment of a potential or existing NSP</li> <li>&gt; SOP 4.1.4-3 Identification of a place as a NSP</li> <li>&gt; SOP 4.1.4-4 Removal of a designation of a NSP</li> <li>&gt; SOP 4.1.4-5 Funding for enhancements to the NSP program</li> <li>&gt; SOP 4.1.4-6 Annual inspection of NSPs</li> </ul>
Owner	Deputy Commissioner, Preparedness & Capability
Contact	Director, Built & Natural Environment
Approved Date	28 June 2021
Effective Date	1 July 2021
Next Review Date	1 July 2026
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### 1 Purpose

- 1.1 Part 3A of the *Rural Fires Act 1997* (the Act) provides for such functions as the designation, inspection, removal of designation, and signposting of Neighbourhood Safer Places (NSPs). The Act also provides for the NSW RFS to take steps to mitigate or remove a bush fire hazard when it exists on or adjacent to NSPs.
- 1.2 This service standard outlines the NSW Rural Fire Service's (NSW RFS) process and procedures for the identification, designation and administration of NSPs to ensure consistency with the Act.

### 2 Definitions

- 2.1 For the purposes of this service standard, the following definition applies:
  - a. **Neighbourhood Safer Place:** in NSW, an NSP is a formally identified place of last resort for people to access in a bush fire emergency. It can be either a building or an open space that has been designated as an NSP by the Commissioner of the NSW RFS.

### 3 Policy

- 3.1 The *Rural Fires Act 1997* provides that the NSW RFS is the responsible agency for the NSP program in NSW.
- 3.2 The NSW RFS Commissioner or delegate is solely responsible for designating a place as a NSP, and removing the designation of a place as a NSP.
- 3.3 The NSW RFS will inspect potential NSPs in line with the Neighbourhood Safer Places: Places of Last Resort Guidelines prior to designation.

- 3.4 The NSW RFS has established partnerships with key stakeholders for the identification and management of NSPs. Partners include local government, land holders and Bush Fire Management Committees.
- 3.5 The NSW RFS will engage with stakeholders where required over the lifespan of each NSP. Stakeholders may include Local Emergency Management Committees, local Councils, Bush Fire Coordinating Committee, Bush Fire Management Committees and Community Groups. Engagement is to occur as early as possible.
- 3.6 The *Rural Fires Act 1997* requires the NSW RFS to:
- conduct annual inspections of each NSP and adjacent land;
  - maintain a register of all current NSP locations on the NSW RFS website; and
  - install signage at NSW sites.
- 3.7 The NSW Bush Fire Coordinating Committee Policy 2/2012 specifies that NSPs are to be considered as part of a Bush Fire Risk Management Plan once the NSP is designated by the NSW RFS Commissioner.
- 3.8 Bush Fire Management Committees are to be formally notified of NSPs that have been designated by the NSW RFS Commissioner for inclusion in their Bush Fire Risk Management Plans in line with the Bush Fire Coordinating Committee Policy.

## 4 Related Documents

- > [Rural Fires Act 1997](#)
- > [Bush Fire Coordinating Committee Policy 1/2008](#)
- > [Bush Fire Coordinating Committee Policy 2/2012](#)
- > [Neighbourhood Safer Places: Places of Last Resort Guidelines](#)
- > [Neighbourhood Safer Places Register](#)

## 5 Amendments

AMENDMENT DATE	VERSION NO	DESCRIPTION
30 July 2012	1.0	Initial release
30 July 2018	2.0	<ul style="list-style-type: none"> <li>&gt; Repeals and remakes SS 4.1.4 v1.0</li> <li>&gt; Comprehensive review</li> <li>&gt; Addition of five new SOPs, removal of previous SOPs 4.1.4-2 Emergency Procedures Building and 4.1.4-3 Emergency Procedures Open Space, and rearrangement of SOPs</li> </ul>
1 July 2021	2.1	<ul style="list-style-type: none"> <li>&gt; Repeals and remakes SS 4.1.4 v2.0</li> <li>&gt; Administrative update to align with NSW RFS HQ functional realignment</li> </ul>

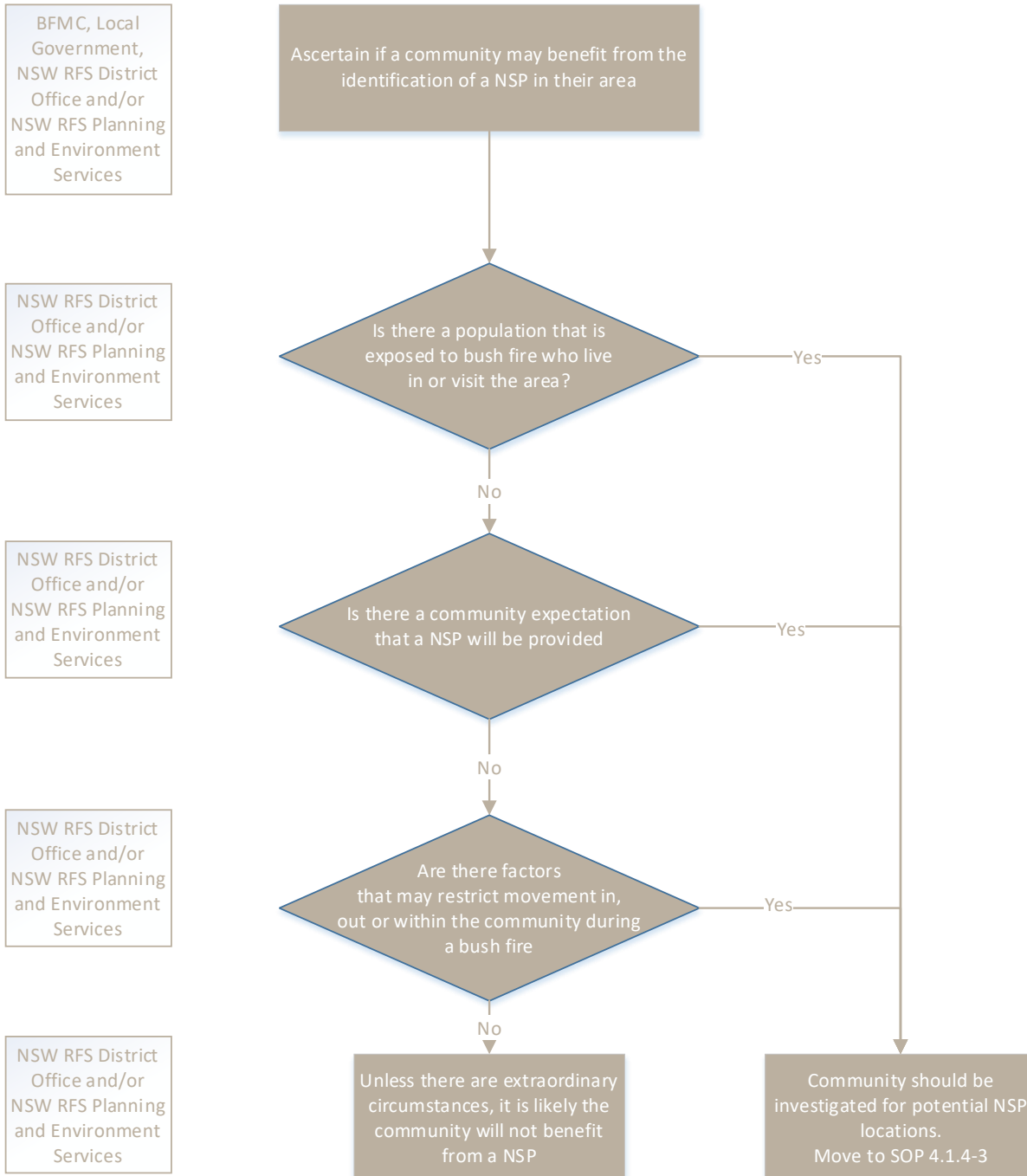
# SOP 4.1.4-1

## ESTABLISHING THE NEED FOR A NSP

### 1 Purpose

1.1 This Standard Operating Procedure provides an identification process for communities that would benefit from the designation of Neighbourhood Safer Places (NSPs) in their area.

### 2 Procedures



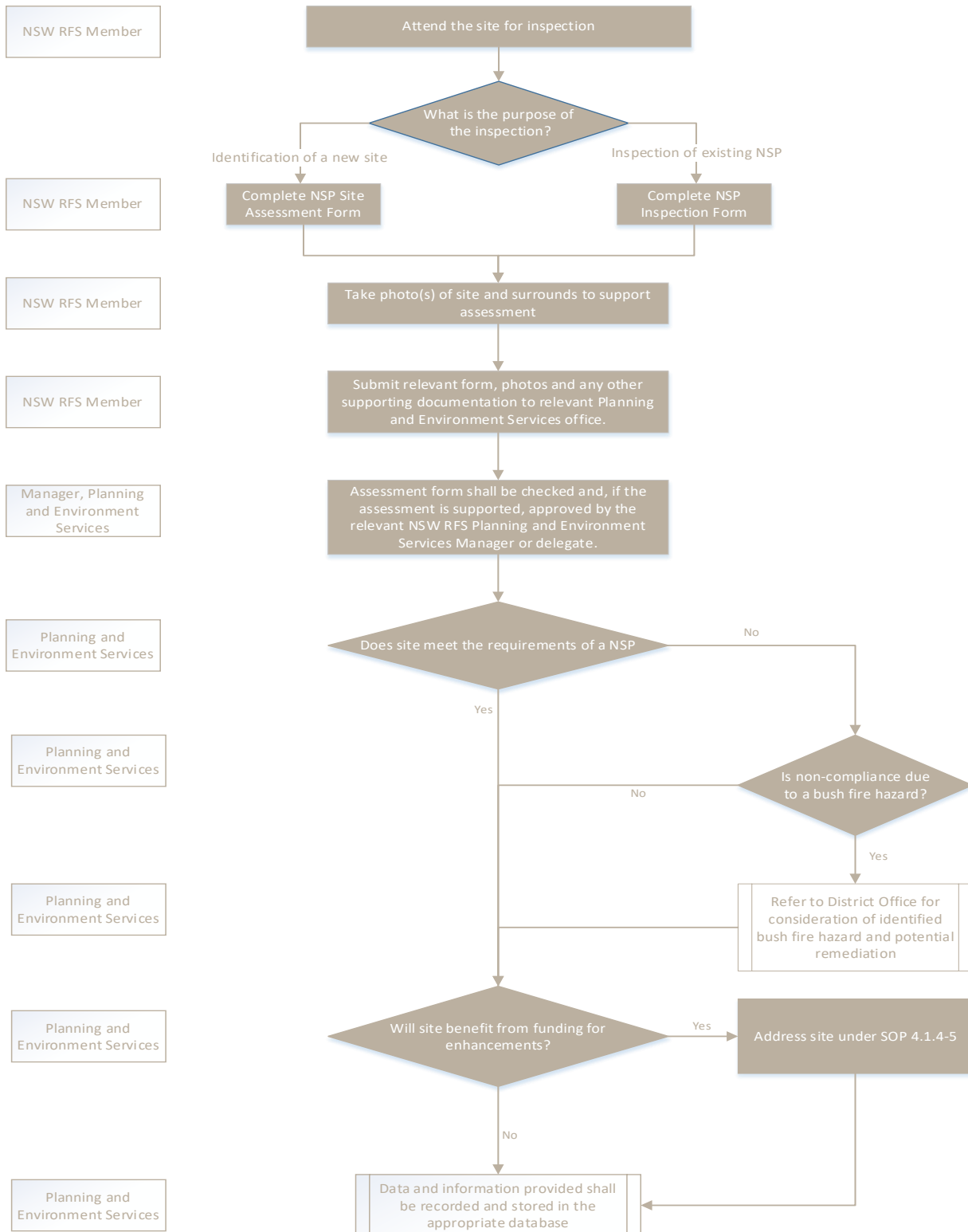
# SOP 4.1.4-2

## ASSESSMENT OF A POTENTIAL OR EXISTING NSP

### 1 Purpose

1.1 The intention of this SOP is to provide the procedure for the inspection of a place for the NSP Program.

### 2 Procedures



### **3 Related forms**

- › NSW Site Assessment Form
- › NSP Inspection Form

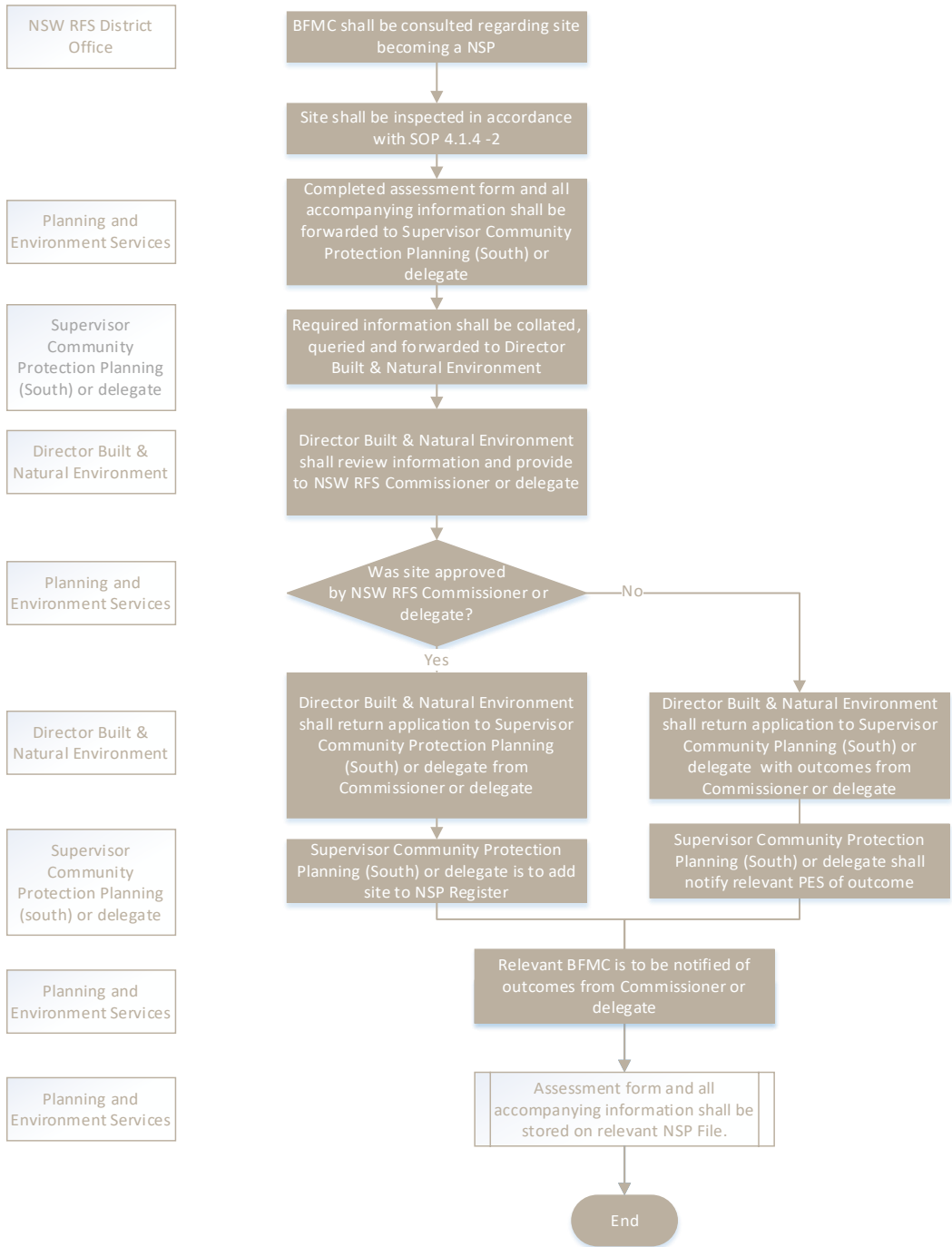
# SOP 4.1.4-3

## IDENTIFICATION OF A PLACE AS A NSP

### 1 Purpose

1.1 This SOP provides the procedure for the identification, approval or rejection of a site as a NSP.

### 2 Procedures



### 3 Related forms

> None

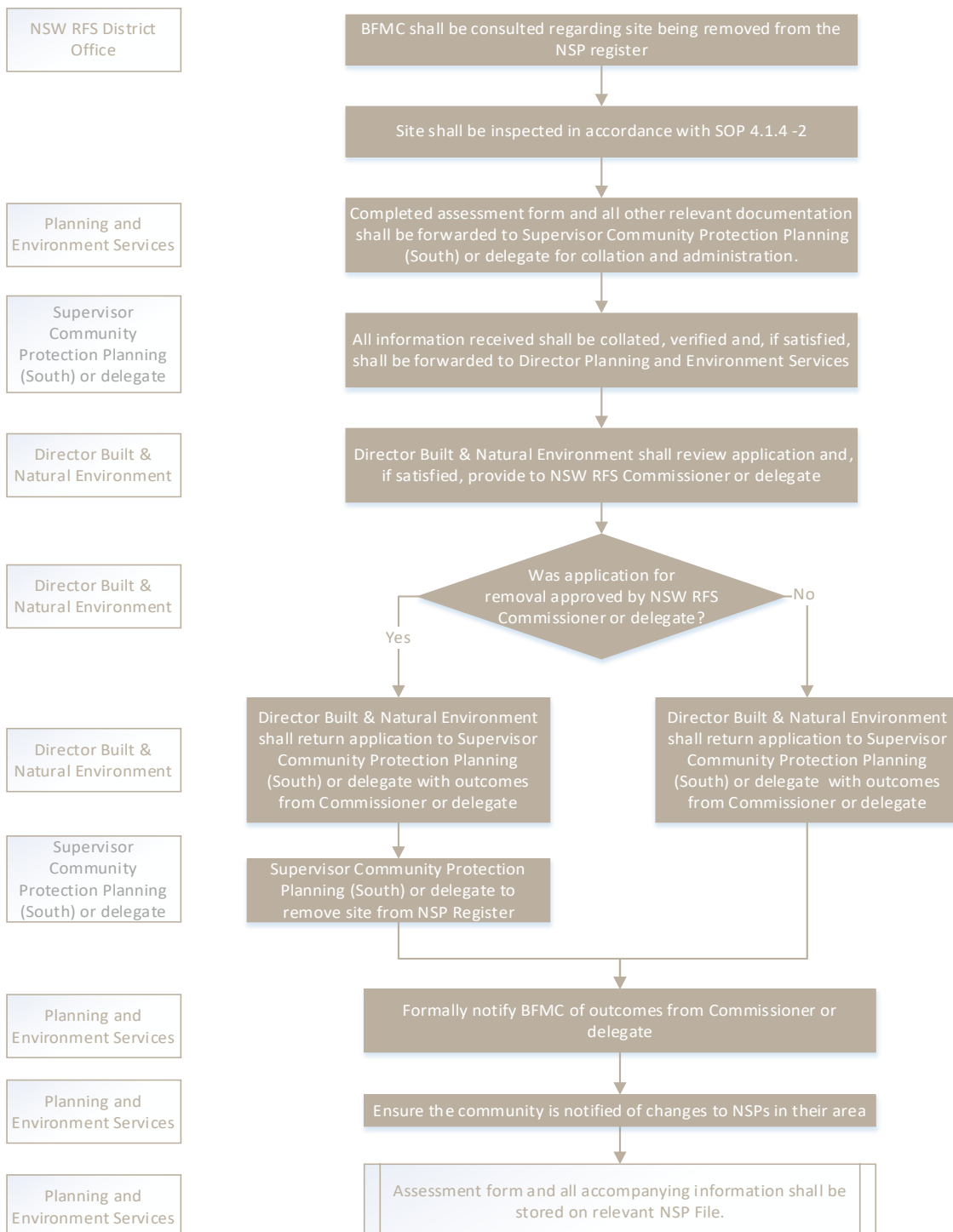
# SOP 4.1.4-4

## REMOVAL OF A DESIGNATION OF A NSP

### 1 Purpose

- 1.1 This SOP provides the procedure for removing the designation of a place as a NSP.
- 1.2 As NSPs may form part of individual Bush Fire Survival Plans, and are a life safety option for the community, removal of a NSP is not a preferred outcome for the NSW RFS. The NSW RFS considers the removal of a place as a NSP should only be exercised where it is legally required or the place cannot be reasonably sustained as a NSP.

### 2 Procedures



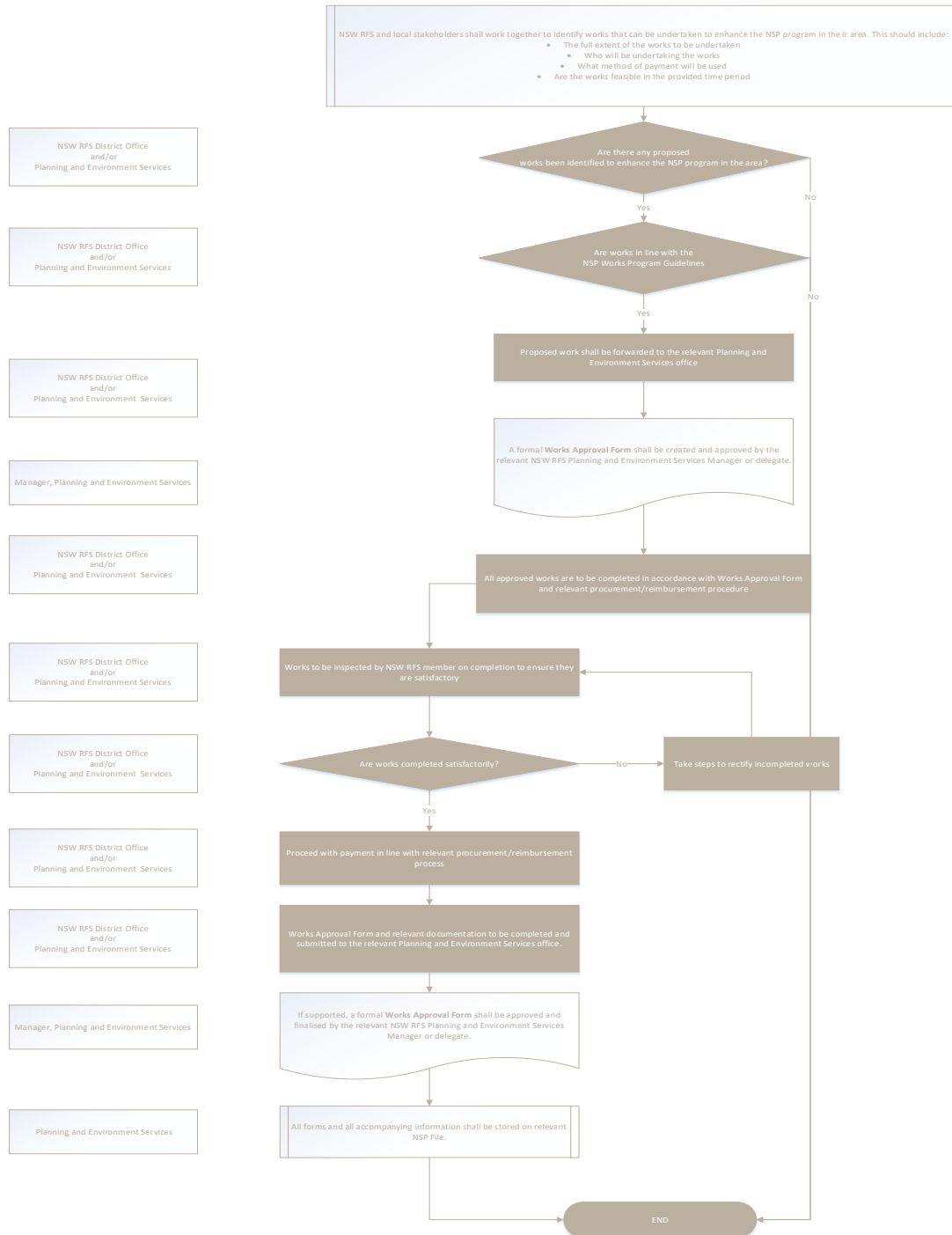
# SOP 4.1.4-5

## FUNDING FOR ENHANCEMENTS TO THE NSP PROGRAM

### 1 Purpose

1.1 The intention of this SOP is to provide the procedure for the allocation of funds for works under the NSP Works program. The terms of this SOP are reliant on the NSW RFS having funds available for expenditure for NSPs.

### 2 Procedures





### **3 Related forms**

- › NSP Works Program
- › NSP Works Approval Form

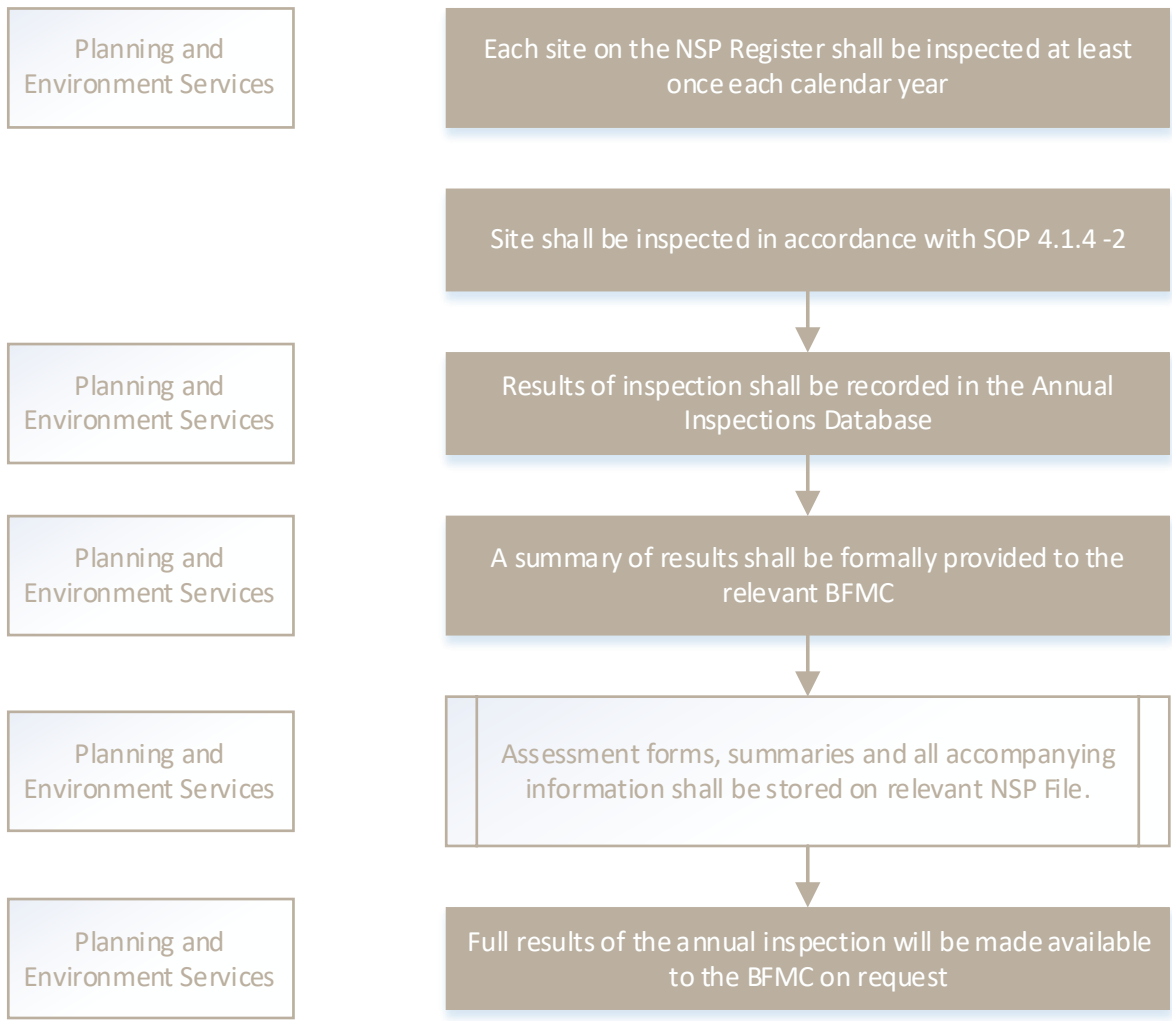
# SOP 4.1.4-6

## ANNUAL INSPECTION OF NSPs

### 1 Purpose

1.1 Section 62D of the Act requires that the NSW RFS undertake an inspection of every NSP each calendar year. The purpose of this SOP is to set out the requirements for the undertaking of these inspections.

### 2 Procedures



### 3 Related forms

> None