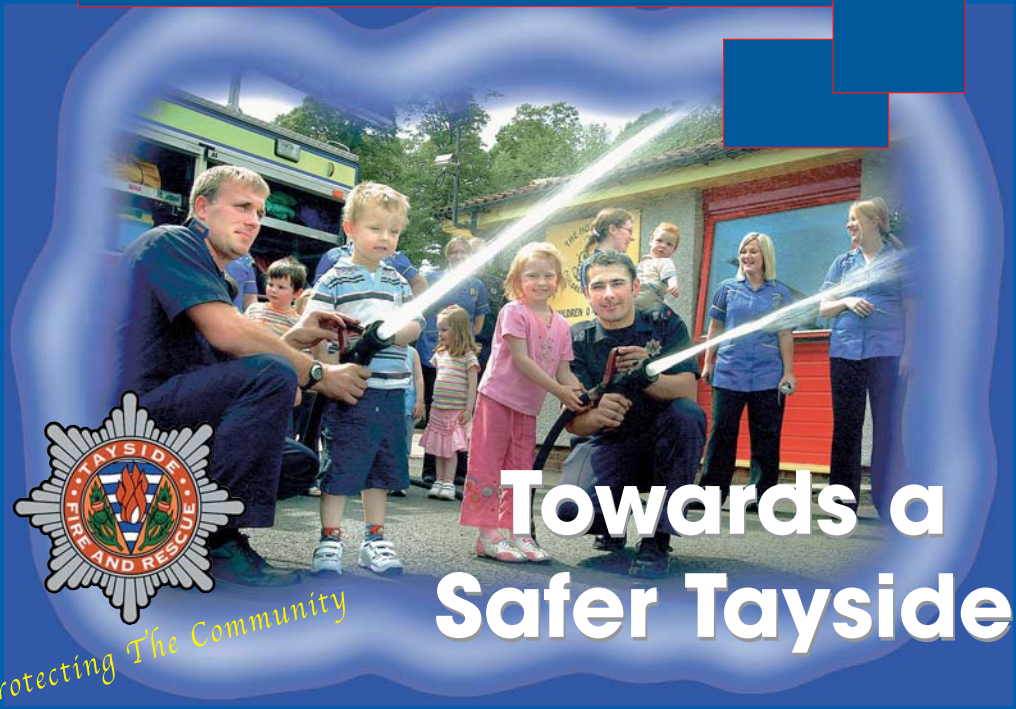
Tayside Fire and Rescue Board



Towards a Safer Tayside

Protecting The Community

Action Plan 2007-2008

OUR MISSION & AIMS

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● *The right resources* ● *In the right place* ● *At the right time*

INTRODUCTION

In November 2006 Tayside Fire and Rescue Board approved the contents of the Towards a Safer Tayside Consultation Document which set out the Board's vision of how it would provide fire and rescue services to the community of Tayside in future years.

THE BOARD'S stated objectives are intended to make the service more responsive to locally identified needs and contribute Towards a Safer Tayside through:

- Reducing loss of life through fire and other emergencies
- Reducing the number and severity of injuries through fire and other emergencies
- Reducing the number of fires and other emergencies
- Reducing the commercial, economic and social impact of fires and other emergencies
- Safeguarding the natural and built environment and national and local heritage
- Providing value for money

In order to implement the initiatives contained within the Consultation Document, the Board has now issued this Action Plan for the year 2007/08. This Action Plan builds on the foundations laid in previous years Action Plans and details a number of initiatives which are designed to facilitate incremental improvements to the services we provide and the way we provide these services. It is the Board's intention to provide a modern, effective and efficient fire and rescue service

The Fire (Scotland) Act 2005 affirmed new principles for fire and rescue services, placing prevention at the heart of what we do. We intend to place a greater emphasis on Partnership Working, Community Planning and Community Safety and will continue working progressively towards achieving a more appropriate distribution of our prevention and intervention resources to support these aims.

Tayside Fire and Rescue Board remains committed to securing the improvements which the initiatives contained within this Action Plan will deliver. This will assist us in meeting our aim of ensuring that Tayside Fire and Rescue continues to provide the highest level of fire safety and emergency response services to all the communities we serve.

CONSULTATION

After approving the contents of the Towards a Safer Tayside Consultation Document on 13 November 2006, Tayside Fire and Rescue Board embarked upon an extensive consultation process which closed on 11 February 2007.
The Board's aim was to raise public awareness and seek the opinions of people who were most likely to be affected by the proposals in the Consultation Document.

THE BOARD recognises that effective consultation plays a vital part in successfully implementing the proposals contained within the Consultation Document. Communicating the organisation's priorities and explaining how and why we aim to achieve them, should greatly assist in helping people understand and indeed support any proposed changes. To that end, we consulted extensively with internal and external stakeholders utilising various media. Numerous channels have been made available to facilitate feedback and enable people to express their support or concerns regarding our draft proposals.

These channels included:

- Widespread distribution of paper copies of the Towards a Safer Tayside Consultation Document to elected members and local centres like libraries and community councils. Copies were also sent to interested groups, such as other fire and rescue services and other emergency services.
- A direct dial phone line which was staffed during office hours and provided with an answer/message service after hours.
- A web based presence through Tayside Fire and Rescue's internet site, www.taysidefire.gov.uk with an online questionnaire. Comments could also be submitted electronically to a dedicated IRMP email address.

Those who replied and gave contact details have received a written response. Where it was felt that additional information would help to address issues raised by the respondent this was provided to them. The feedback received via these lines has now been collated and a report containing the results forwarded to the Fire and Rescue Board for consideration.

From the results of the responses we can interpret the following:

- Most people found the Consultation Document 'very easy' or 'easy' to read and understand, with only a few finding the document 'difficult'. One person commented on an inaccuracy in one of the charts displayed.
- The vast majority 'strongly agreed' or 'agreed' with our proposals, particularly in the areas of personnel undertaking a greater preventative role in our communities. Proposals regarding community safety initiatives such as Home Safety Risk Assessments were particularly well received.
- There was support by the majority of respondents to partnership working to reduce the negative effects of alcohol in Tayside.
- There was very strong agreement with devoting more of our personnel and resources toward preventing fires.
- One person took the opportunity to raise personal concerns regarding water rescue.

There was generally a very positive view towards the quality of service provided by the crews and control staff of Tayside Fire and Rescue, indicating that the service is held in high regard by the communities it serves.

The Fire Brigade's Union (Tayside) submitted two formal responses entitled "Making Tayside Safer" and "Provision of Fire and Rescue Cover in Perth" in which it outlined its stance with regard to the Board's proposals.

The contents of these documents have been considered as part of the consultation process and due regard will be paid to them as new policies and procedures are developed in the forthcoming year.

Tayside Fire and Rescue Board will wish to engage in further formal consultations with the community in future years, especially if changes are proposed to Tayside Fire and Rescue's intervention standard and services. Our guiding principle is that any person or organisation that might have a legitimate interest in our proposals, or who may be affected by our proposals, should have the opportunity to express their views.

Alcohol Fuel For Fire Bus Campaign.

PREVENTION

STRATEGIC OBJECTIVE ONE

What the Board aims to do:–

Reduce the number of deaths and injuries due to fires, road traffic collisions and other emergencies.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP•1 Continue to promote our home fire safety visit and smoke alarm installation programmes.
Lead Department – Community Safety.
Target Date – March 2008.

AP•2 Continue to support all relevant national community safety campaigns.
Lead Department – Community Safety.
Target Date – March 2008.

AP•3 Collate and analyse incident data to assist in identifying trends and to develop prevention initiatives.
Lead Department – Risk Management.
Target Date – March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI•1 Number of deaths from fire.
PI•2 Number of injuries from fire.
PI•3 Number of deaths from road traffic collisions.
PI•4 Number of injuries from road traffic collisions.
PI•5 Number of deaths from other emergencies.
PI•6 Number of injuries from other emergencies.

DON'T GIVE FIRE A HOME

Fire Academy students learn branch holding techniques.

STRATEGIC OBJECTIVE TWO

What the Board aims to do:–

Reduce the number of fires, road traffic collisions and other emergencies.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 4 Continue to work with key agencies to reduce the number of road traffic collisions.
Lead Department – Community Safety.
Target Date – March 2008.

AP • 5 Work with Police and other partners to create innovative means of conveying the road safety message.
Lead Department – Community Safety.
Target Date – March 2008.

AP • 6 Deliver initiatives aimed at reducing the risk of emergencies within vulnerable groups.
Lead Department – Community Safety.
Target Date – June 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 7 Number of fires attended by Tayside Fire and Rescue.

PI • 8 Number of road traffic collisions attended by Tayside Fire and Rescue.

PI • 9 Number of other emergencies attended by Tayside Fire and Rescue.

Young Firefighter's Programme.

STRATEGIC OBJECTIVE THREE

What the Board aims to do:-

Protect our communities through the enforcement of fire safety legislation, and community safety activities.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 7 Continue the implementation of risk education in schools.
Lead Department – Community Safety.
Target Date – March 2008.

AP • 8 Continue to implement Part 3 of the Fire (Scotland) Act 2005.
Lead Department – Risk Management.
Target Date – March 2008.

AP • 9 Continue to promote the installation of fire suppression systems in the home.
Lead Department – Risk Management.
Target Date – May 2007.

AP • 10 Investigate methods of quantifying the benefits of our legislative and community safety activities.
Lead Department – Risk Management.
Target Date – August 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 10 Number of deaths from fire within the scope of Part 3 of the Fire (Scotland) Act 2005.

PI • 11 Number of injuries from fire within the scope of Part 3 of the Fire (Scotland) Act 2005.

PI • 12 Number of fires within premises within the scope of Part 3 of the Fire (Scotland) Act 2005.

DON'T GIVE FIRE A HOME

PREVENTION

STRATEGIC OBJECTIVE FOUR

What the Board aims to do:-

Improve the safety and wellbeing of our communities through community planning partnerships.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP•11 Ensure the causes and effects of fires and other emergencies on society are recognised by our community planning partners.
Lead Department - Community Safety.
Target Date - March 2008.

AP•12 Undertake a review of our youth engagement activities.
Lead Department - Community Safety.
Target Date - December 2007.

Young adults from the Prince's Trust.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI•13 Number of deaths from fire within the scope of Part 2 of the Fire (Scotland) Act 2005.

PI•14 Number of injuries from fire within the scope of Part 2 of the Fire (Scotland) Act 2005.

PI•15 Number of fires within the scope of Part 2 of the Fire (Scotland) Act 2005.

PI•16 Effectiveness of our contribution to community planning by annual review.

DON'T GIVE FIRE A HOME

STRATEGIC OBJECTIVE FIVE

What the Board aims to do:-

Safeguard our environment and heritage.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP•13 Continue to work with Historic Scotland to consider developing a database for B and C listed heritage buildings in Tayside.
Lead Department - Risk Management.
Target Date - September 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI•17 Number of fires in Historic properties.
PI•18 Number of incidents affecting the environment.

DON'T GIVE FIRE A HOME

STRATEGIC OBJECTIVE SIX

What the Board aims to do:-

Continue to develop our fire investigation capabilities.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP•14 Expand the role of fire investigation throughout the organisation.
Lead Department - Risk Management.
Target Date - May 2007.

AP•15 Continue to develop inter-agency working and training to ensure best exchange of information and practices.
Lead Department - Risk Management.
Target Date - May 2007.

AP•16 Review the existing memorandums of understanding for fire investigations between partner agencies.
Lead Department - Risk Management.
Target Date - May 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI•19 Our fire investigation capabilities by annual review.

Community Fire Safety Officer delivering home safety advice.

INTERVENTION

STRATEGIC OBJECTIVE SEVEN

What the Board aims to do:-

Respond promptly and effectively to fires, road traffic collisions and other emergencies.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP•17 Provide services in accordance with the Fire (Scotland) Act 2005 and the Fire (Additional Functions) (Scotland) Order 2005.
Lead Department - Community Safety.
Target Date - March 2008.

AP•18 Continue to assess the type and number of emergency vehicles we send to incidents based on risk assessment and robust evidence.
Lead Department - Community Safety.
Target Date - March 2008.

AP•19 Continue to assess the most suitable locations from which our appliances are mobilised.
Lead Department - Community Safety.
Target Date - March 2007.

AP•20 Work with the Scottish Executive to progress the implementation of the Firelink Communications Project.
Lead Department - Technical Services.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI•20 Effectiveness of our operational debriefing system by annual review.

STRATEGIC OBJECTIVE EIGHT

What the Board aims to do:-

Reduce the impact of fires, road traffic collisions and other emergencies on the commercial, economic, environmental and social fabric of our communities.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP•21 Continue to assess the type of equipment and training required to mitigate the impact of emergency incidents.
Lead Department - Community Safety
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI•21 Stakeholder satisfaction of our handling of incidents.

Farm fire at Kinrossie in Perthshire.

Emergency services attend when a car skids on ice and collides with a lampost at Barns of Claverhouse.

STRATEGIC OBJECTIVE NINE

What the Board aims to do:-

Ensure we are sufficiently resilient to contribute towards planning for and resolving major incidents at local, regional and national levels.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 22 Continue to assess the resources, both human and physical, to ensure resilience for dealing with major incidents.
Lead Department - Risk Management.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 22 Effectiveness of our contribution to strategic co-ordinating group by annual review

STRATEGIC OBJECTIVE TEN

What the Board aims to do:-

Reduce the number of malicious and hoax emergency calls.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 23 Develop innovative solutions for dealing with hoax calls.
Lead Department - Community Safety.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 23 Number of malicious 999 calls from landlines.

PI • 24 Number of malicious 999 calls from mobiles.

PI • 25 Number of malicious AFA actuations.

DON'T GIVE FIRE A HOME

PEOPLE

STRATEGIC OBJECTIVE ELEVEN

What the Board aims to do:-

Ensure that the right people, with the right skills are in the right jobs at the right times, to contribute towards the delivery of services for the benefit of our communities.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 24 Continue to develop Learning and Development packages to ensure personnel develop and maintain competence within their roles.
Lead Department - Personnel.
Target Date - March 2008.

AP • 25 Evaluate the investment in, and effectiveness of, learning and development.
Lead Department - Personnel.
Target Date - March 2008.

AP • 26 Initiate a review of all working patterns.
Lead Department - Personnel.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 26 Percentage of employees competent in their role.

PI • 27 Policies in place to ensure effectiveness by annual review.

STRATEGIC OBJECTIVES TWELVE

What the Board aims to do:-

Develop a highly-skilled workforce to meet the needs of our communities through continuous learning and development.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 27 Implement Assessment and Development Centres at each of the three management levels.
Lead Department - Personnel.
Target Date - December 2007.

AP • 28 Continue with our long-term programme of upgrading training facilities to meet our current and future needs.
Lead Department - Personnel.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 28 Percentage of employees receiving satisfactory appraisals.

PI • 29 Number of employees receiving educational support grants.

STRATEGIC OBJECTIVES THIRTEEN

What the Board aims to do:-

Embrace diversity and offer equality of opportunity in everything we do.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 29 Develop action plans to ensure we meet the requirements of all new legislation such as that affecting Equality, Maternity and Parental Leave and Flexible Working.
Lead Department - Personnel.
Target Date - March 2008.

DON'T GIVE FIRE A HOME

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 30 Percentage of premises with adequate gender and disability specific facilities.
PI • 31 Number of investigations relating to equality and diversity issues.
PI • 32 Number of discipline cases relating to equality and diversity issues.
PI • 33 Number of approaches to harassment contact advisors.

STRATEGIC OBJECTIVES FOURTEEN

What the Board aims to do:-

Recruit and retain high quality people who reflect the communities we serve.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 30 Introduce the new firefighter point of entry selection tests.
Lead Department - Personnel.
Target Date - March 2008.

AP • 31 Continue to develop and deliver Positive Action campaigns directed towards under represented sections of our communities.
Lead Department - Personnel.
Target Date - December 2007.

Leading an Empowered Organisation course at the Training and Development Centre.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 34 Number and percentage of applicants meeting person specification.
PI • 35 Number of women in each role as a percentage of total number of personnel in each role.
PI • 36 Number of people from minority ethnic groups in each role as a percentage of total number of personnel in each role.
PI • 37 Number of people from lesbian, gay, bisexual, transgender groups in each role as percentage of total number of personnel in each role.
PI • 38 Number of voluntary leavers.

STRATEGIC OBJECTIVES FIFTEEN

What the Board aims to do:-

Ensure the health, safety and well being of employees and the provision of a safe and healthy working environment.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 32 Implement a comprehensive accident investigation procedure.
Lead Department - Personnel.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 39 Number of personal accidents/injuries.
PI • 40 Number of RIDDOR reportable incidents involving personal accidents/injuries.
PI • 41 Number of vehicle/equipment accidents.
PI • 42 Number of RIDDOR reportable incidents involving vehicles/equipment.
PI • 43 Number of near misses.

POSITIVE ABOUT DISABLED PEOPLE

PEOPLE

STRATEGIC OBJECTIVE SIXTEEN

What the Board aims to do:-

Provide occupational health services which promote a healthy workforce.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 33 Revise Occupational Health policies and procedures placing an emphasis on prevention.
Lead Department - Personnel.
Target Date - March 2008,

AP • 34 Work with Scotland's Health at Work (SHAW) to promote health and fitness initiatives.
Lead Department - Personnel.
Target Date - March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 44 Number of personnel removed from operational duties as a result of fitness test results.

PI • 45 Number of personnel removed from operational duties as a result of medicals.

PI • 46 Number of personnel considered for redeployment to alternative duties.

PI • 47 Number of personnel redeployed to alternative duties.

PI • 48 Number of ill health retirals.

PI • 49 Health initiatives undertaken to reduce sickness absence.

STRATEGIC OBJECTIVE SEVENTEEN

What the Board aims to do:-

Further reduce the level of absence through fair and consistent attendance management procedures.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 35 Ensure all managers are trained in the new attendance management procedures.
Lead Department - Personnel.
Target Date - September 2007.

AP • 36 Ensure all personnel are familiar with the new attendance management procedures.
Lead Department - Personnel.
Target Date - September 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 50 Number of working days lost per sickness category within each role.

PI • 51 Percentage of each sickness category against total.

PI • 52 Number of short term absences by sickness category within each role.

PI • 53 Number of long term absences by sickness category within each role.

Stonewall SCOTLAND
DIVERSITY CHAMPIONS SCOTLAND

STRATEGIC OBJECTIVE EIGHTEEN

What the Board aims to do:-

Continue to develop relevant remuneration policies and practices.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 37 Review allowances for all personnel in accordance with revised conditions of service.
Lead Department **-** Personnel.
Target Date **-** March 2008.

AP • 38 Initiate a review of remuneration of personnel conditioned to the retained duty system.
Lead Department **-** Personnel.
Target Date **-** March 2008.

AP • 39 Progress the implementation of the Single Status agreement.
Lead Department **-** Corporate Services.
Target Date **-** September 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 54 Percentage of employees receiving CPD payments.

STRATEGIC OBJECTIVE NINETEEN

What the Board aims to do:-

Continue to develop effective employee relations.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 40 Further develop our empowerment culture.
Lead Department **-** Personnel.
Target Date **-** March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 55 Number of discipline investigations conducted at each level of discipline.

PI • 56 Number of grievances submitted.

Crew from Blackness provides safety advice at Inchture Playgroup.

DON'T GIVE FIRE A HOME

PERFORMANCE

STRATEGIC OBJECTIVE TWENTY

What the Board aims to do:-

Develop and foster effective partnerships which contribute to the achievement of our organisational aims.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 41 Continue to develop a corporate partnership register.
Lead Department **-** Corporate Services.
Target Date **-** December 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 57 Number of partnerships.
PI • 58 Number of partnerships examined in compliance with the review programme.
PI • 59 Number of new approved partnerships.
PI • 60 Number of partnerships withdrawn from.

STRATEGIC OBJECTIVE TWENTY ONE

What the Board aims to do:-

Ensure our working practices deliver Best Value.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 42 Review departmental business procedures.
Lead Department **-** Corporate Services.
Target Date **-** March 2008.

AP • 43 Implement relevant elements of the McClelland Report on procurement.
Lead Department **-** Technical Services.
Target Date **-** March 2008.

AP • 44 Introduce an integrated Payroll/Personnel system.
Lead Department **-** Corporate Services.
Target Date **-** October 2007.

AP • 45 Consider the implications of the Scottish Executive's shared services agenda.
Lead Department **-** Corporate Services.
Target Date **-** March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 61 Effectiveness of all strategic performance indicators by annual review.

STRATEGIC OBJECTIVE TWENTY TWO

What the Board aims to do:-

Ensure our systems and processes are sufficiently robust to maintain business continuity.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 46 Implement the outcomes of the internal business continuity review.
Lead Department **-** Risk Management.
Target Date **-** June 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 62 Effectiveness of business continuity plan by annual review.

DON'T GIVE FIRE A HOME

STRATEGIC OBJECTIVE TWENTY THREE

What the Board aims to do:-

Ensure our performance management framework is sufficiently robust to accurately analyse our performance.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 47 Develop and implement ICT solutions to deliver our performance management framework.
Lead Department **-** Corporate Services.
Target Date **-** March 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 63 Effectiveness of performance management framework by annual review.

STRATEGIC OBJECTIVE TWENTY FOUR

What the Board aims to do:-

Identify and adopt effective stakeholder consultation to inform our business planning processes.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 48 Review our current methods of consultation and consider effective alternatives.
Lead Department **-** Corporate Services.
Target Date **-** November 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 64 Effectiveness of the stakeholder list by annual review.

PI • 65 Percentage of internal responses received.

PI • 66 Percentage of external responses received.

STRATEGIC OBJECTIVE TWENTY FIVE

What the Board aims to do:-

Ensure the free flow of information, through accessible information systems.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 49 Continue to implement our e-strategy
Lead Department **-** Technical Services.
Target Date **-** March 2008.

AP • 50 Review of intranet content and procedures.
Lead Department **-** Corporate Services.
Target Date **-** October 2007.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 67 Number of hits on website.

PI • 68 Number of hits on intranet.

PI • 69 Level of feedback from communication channels.

STRATEGIC OBJECTIVE TWENTY SIX

What the Board aims to do:-

Ensure our financial management processes are sufficiently robust to accurately analyse our financial position.

Action Points for Achieving This Objective

How Tayside Fire and Rescue will do it:-

AP • 51 Consider a system of cost centre budgeting to reflect the ongoing needs of the organisation.
Lead Department **-** Corporate Services.
Target Date **-** January 2008.

Monitoring Performance

How Tayside Fire and Rescue will measure its performance against this objective:-

PI • 70 Number of monitoring reviews during year.

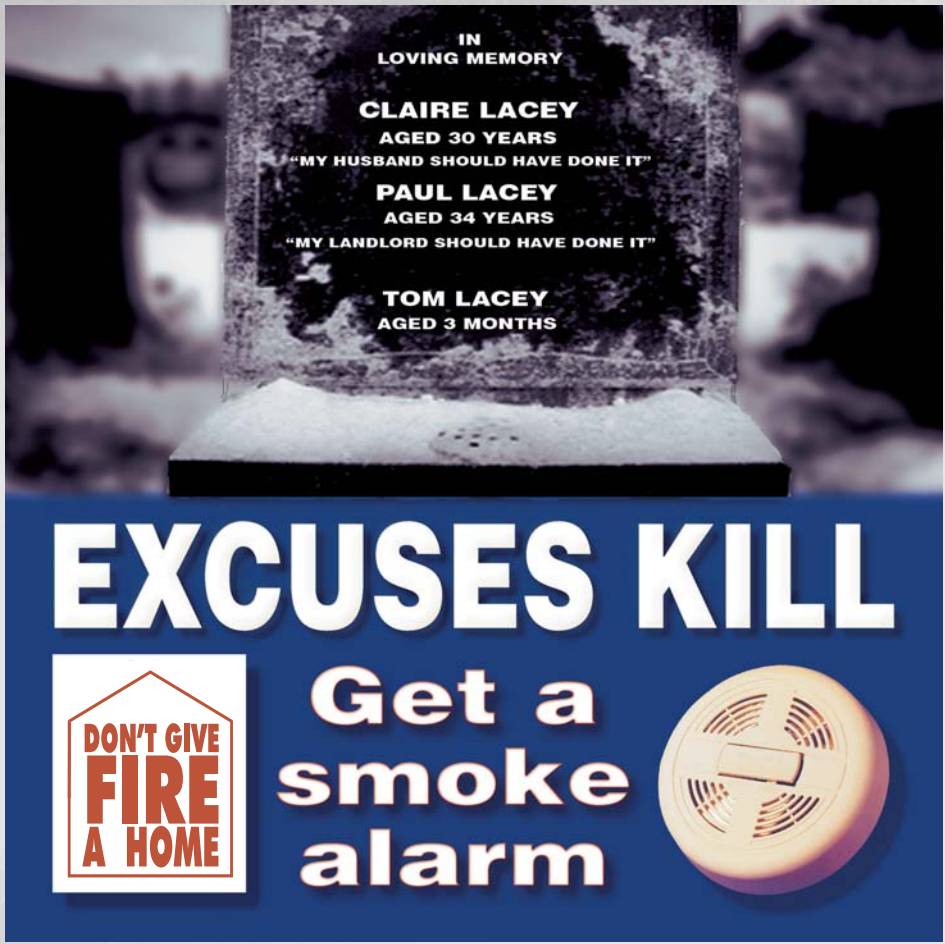
PI • 71 Statutory accounts qualifications.

GLOSSARY

Glossary of Terms and Abbreviations

Assessment Development Centre	A national promotion process, comprising a set of ability tests which identify the potential of candidates to progress to supervisory, middle and strategic management level.
Automatic Fire Alarm	Apparatus which detects fire in a building and automatically notifies the Fire and Rescue Service of a potential problem, often via a call centre.
Automatic Fire Suppression System	A system which can be installed in commercial and domestic buildings, which will detect the presence of a fire, controlling and, in many cases, extinguishing the fire.
Category 1 Responders	Under the Civil Contingencies Act 2004 Category 1 Responders are defined as the fire and rescue service, police, local authorities, ambulance, health boards and the military.
Collaboration	A partnership entered into with other fire and rescue services, the purpose being to derive the same benefits such as efficiency savings and standardisation.
Command and Control Centre	The centre responsible for the receipt of all incident related "999" calls and the mobilising of fire engines.
Community Risk Register	A register designed to reassure the people and communities of Tayside that an assessment of potential hazards and threats has been made or considered and to satisfy the requirements outlined in the Civil Contingencies Act 2004.
Community Safety Partnership	A partnership entered into by local authorities under the Local Government (Scotland) Act 2003, its purpose being to prepare, plan and promote the safety and well being of our communities.
Continuous Personal Development	The requirement to continually update one's knowledge, skills and competences from point of entry into the service until retirement.
Duty Systems	The various types of shifts worked by uniformed staff. These include day work, a flexible officer's rota and station-based shifts all enabling twenty four hour cover across the region.
Emergency Response	The way we react to a call for help, from our call management to the number of appliances or other resources mobilised to an incident. This is often pre-determined but is also dependent on information received which allows a dynamic response.
False Alarm Signal	A false alarm caused by smoke from sources such as exhaust fumes, tobacco smoke, testing of apparatus, cooking etc.
False Alarm Apparatus	A false alarm caused by faulty, poorly positioned or unsuitable equipment. It may also be due to dust or insects such as thrips.

Fire Risk Assessment	An assessment which will be carried out by the owner/occupier of commercial premises to identify fire risks in the workplace and put in place measures to reduce and/or eliminate the identified risks.
Hazard	A hazard is a source of danger with the potential to cause death or injury to people and damage or loss to property or equipment.
Integrated Risk Management Planning	The management and planning of a risk assessment process ensuring the correct balance between prevention, protection and intervention. It tries to ensure that the right resources are in the right place at the right time.
Integrated Personal Development System	A national system based on role rather than ranks. It provides individuals with a structured training path enabling them to maintain skills at their current level or work towards developing their career.
Local Strategic Partnerships	Tayside Fire and Rescue is committed to making Tayside safer and has forged partnerships with other external agencies at both strategic and practitioner level to try to make this happen.
National Occupational Standards	National Standards are benchmarks linked to an individual's role which objectively measures an individual's competence to a consistent standard across the UK.
Performance Audit	An objective analysis, conducted by an independent body which reviews the performance of the fire and rescue service and promotes the improvement of the service in line with the Government's expectations.
Response	Our reaction to a request for our services. This could be an emergency, a complaint or advice on a safety matter.
RIDDOR	Incidents which meet the criteria of Reporting of Injuries, Diseases and Dangerous Occurences Regulation.
Risk	This is considered to be the likelihood of exposure to a hazard. It reflects the probability that harm will occur and the consequences or severity if it does.
Shared Services	A Scottish Executive driven initiative which focuses on local authorities joining up with each other to share support services such as payroll, accommodation and information technology. The aim being to drive efficiency and effectiveness within the Public Service.
Stakeholder Consultations	The term used for how we will inform people who may be affected by any changes or alterations to the services we provide. We may do this through a number of different methods such as mail drops, focus groups, email, staff seminars and use of the local media.



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Alcohol
fuel for fire

The majority of fire deaths in the Tayside area involve alcohol —

DON'T BE NEXT

If you have been drinking . . . leave the cooker off!
Nearly two-thirds of domestic fires are the result of cooking. The risk increases dramatically if you've been drinking.

. . . make sure your cigarette is out!
It's all too easy to fall asleep or not notice a cigarette is still burning.

DON'T GIVE FIRE A HOME

TAYSIDE FIRE AND RESCUE

Protecting The Community