

DUNDEE CITY COUNCIL POLICY AND RESOURCES COMMITTEE

18th MARCH, 2013

**Report by Area Manager David Stapley, Local Senior Officer, Tayside
Fire and Rescue Service**

REPORT NUMBER – 133-2013

APPROVAL OF DUNDEE CITY OF THE INTERIM LOCAL FIRE AND RESCUE PLAN 2013/14

Abstract

This Report outlines the methodology applied to determine the priorities and objectives for inclusion within the Dundee City Local Fire and Rescue plan, including the process of engagement and consultation. It provides an overview of how the plan will contribute to both national and local planning frameworks.

1 RECOMMENDATION

1.1 It is recommended that Members:

- Approve the draft interim Local Fire and rescue Plan 2013/14 for implementation on the 1 April 2013
- Note the details within the report that outlines the methodology used to determine local priorities and objectives, and the relationship to national frameworks.

2 BACKGROUND

2.1 The Police and Fire Reform Act (Scotland) 2012 provides the legislative framework that will support the work of the new single Scottish Fire and Rescue Service, including local scrutiny and engagement for the delivery of local fire and rescue services to protect and improve local services and strengthen the connection between services and communities.

2.2 The Act establishes the requirement for the Local Senior Officer, in consultation with the Local Authority, to develop a Local Fire and Rescue Plan. The purpose of the Plan is to meet the requirements of the Act by reflecting local priorities and objectives that contribute to the delivery of successful outcomes, which have been identified through local community planning. The Local Fire and Rescue Plan must:

- Set out the main priorities and objectives for fire and rescue in the local area
- Explain the reasons for selecting those priorities and objectives
- Set out proposed delivery arrangements and how they will achieve the priorities and objectives
- Identify outcomes against which the achievement of those priorities and objectives may be measured

- Detail how the priorities, objectives and arrangements will contribute to the delivery of relevant local outcomes

3 NATIONAL CONTEXT

3.1 The Scottish National Performance Framework underpins the delivery of the Scottish Government's agenda, supports the outcomes-based approach to performance and establishes the Scottish Government's Purpose. The purpose is underpinned by five strategic objectives to make Scotland: ***Wealthier and Fairer, Smarter, Healthier, Safer and Stronger, and Greener.***

3.2 The shared Statement of Ambition makes clear the commitment of the Scottish Government, COSLA and representatives of Community Planning Partnerships to retain and develop Community Planning and SOAs as the heart of an outcomes-based approach to public services in Scotland.

3.3 Single Outcome Agreements were established following the Concordat which was established between COSLA and the Scottish Government in 2007. In support of this agreement Dundee City Council have produced a Single Outcome Agreement 2012-2017 which sets out how the council and its partners will work towards improving national outcomes for the public in a way that reflects local circumstances and priorities.

3.4 The Local Government (Scotland) Act 2003 places a statutory duty on local authorities, police and fire authorities to work in partnership with other public services and voluntary organisations to improve the delivery of services to communities using customer focussed outcomes.

3.5 The Fire Scotland Act 2005 is the principle legislation which details the duties of the fire and rescue service including home fire safety, fire safety in business premises and emergency response.

3.6 The Fire and Rescue Framework for Scotland 2013 sets out the Scottish Governments expectations, strategic priorities and objectives and provides guidance and support for the Scottish Fire and Rescue Service in the carrying out its functions.

3.7 Section 41A of the Police and Fire Reform (Scotland) Act 2012 requires the Scottish Fire and Rescue Service to prepare a strategic plan setting out how it will deliver against the Fire and Rescue Framework and the outcomes against which delivery will be measured. The plan will cover a three year period and will be published by September 2013.

3.8 The Scottish Government has embarked on a programme of reform in response to the Christie Commission which identified four pillars of reform in the design and delivery of public services, namely **Place, Prevention, People and Performance.**

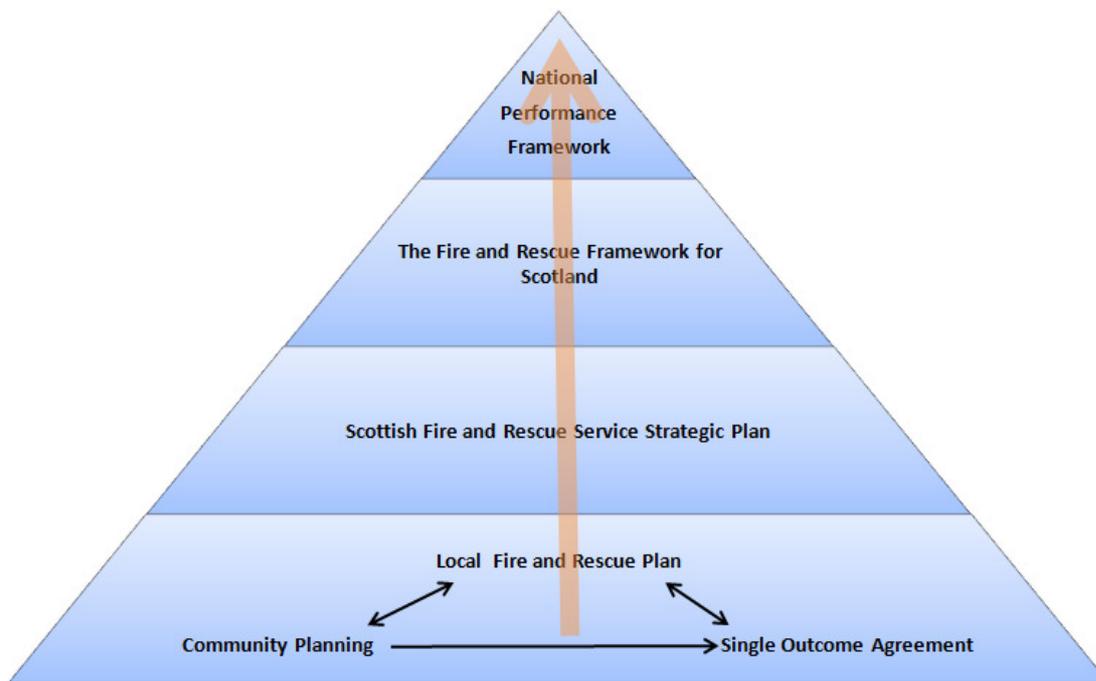
4 DEVELOPING THE FIRE AND RESCUE PLAN

4.1 As a consequence of situation relating to the strategic plan referred to under paragraph 3.7 the draft Dundee City Local Fire and Rescue Plan has been developed as an interim arrangement. This will enable the performance framework to be established and provide

continuity in the intervening period. After the strategic plan has been published the local plan will be reviewed to ensure consistency and alignment with the SFRS strategic planning cycle. Further consultation on the new plan will take place at the end of 2013 to ensure that the necessary approval is gained prior to implementation on the 1 April 2014.

4.2 The National Context detailed in the previous paragraphs (3.1-3.7) provides the strategic direction for developing the Local Fire and Rescue Plan. Additionally the Single Outcome Agreement (2012-17) developed by the Council articulates the priorities and 11 outcome statements relevant to Dundee, which will be delivered through the Dundee Partnership. As a statutory partner it is important that the Local Fire and Rescue Plan supports both the delivery of local outcomes and the strategic direction provided by the Scottish Government and the Scottish Fire and Rescue Service.

4.3 The following diagram summarises and illustrates the relationship between the key components within the planning framework.



4.4 The Community Safety Partnership Strategic Assessment and the Fire and Rescue Strategic Assessment were key tools for identifying fire and rescue priorities within Dundee. These assessments bring together a range of information, including fire and rescue incident data, intelligence from the local police, NHS Tayside and Dundee City Council to identify local issues.

4.5 Understanding local conditions and reflecting the community voice is one of the key principles for good scrutiny and engagement. A programme of engagement events in the form of 'focus group workshops' were facilitated to provide an opportunity for key stakeholders to shape and influence the priorities and outcomes contained within the plan. Key stakeholder groups included

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- Elected Members
- Community Partners
- Community Groups
- Business Community
- Staff

4.6 Tayside Fire and Rescue convened meetings with the Dundee Focus Groups throughout January 2013. The meetings took place in the committee rooms, City Square with Staff meetings convened at Blackness Road Fire Station. The Dundee and Angus Chamber of Commerce facilitated engagement with local businesses.

4.7 The feedback from the Focus Groups Meetings was then analysed and a summary report produced (Appendix 1). The report has been used to assist in shaping the draft local priorities and objectives for local fire and rescue delivery within Dundee City.

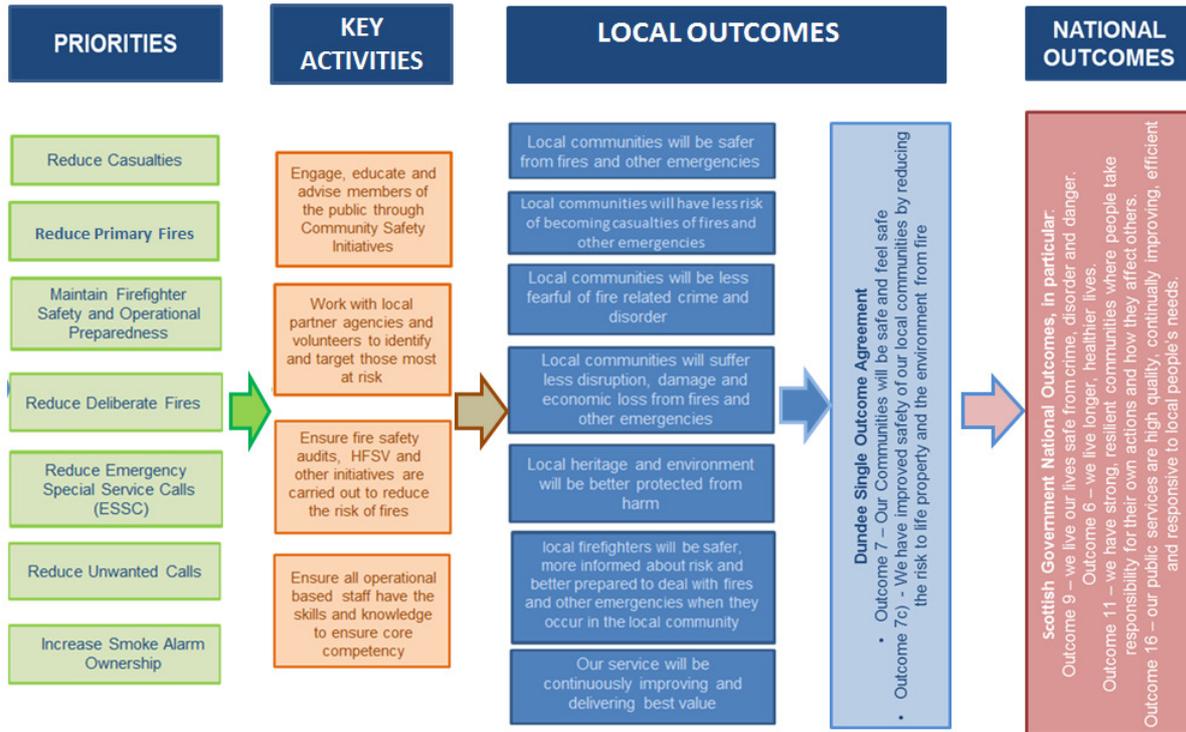
4.8 Taking cognisance of the strategic context and a review of the evidence sources, detailed in the previous paragraphs, augmented by local knowledge and professional judgement the following priorities have been identified.

- 1 Reduce Casualties by **5%**
- 2 Reduce Primary Fires by **5%**
- 3 Maintain Firefighter Safety and Operational Preparedness
- 4 Reduce Deliberate Fires by **5%**
- 5 Reduce Emergency Special service Calls by **5%**
- 6 Reduce Unwanted Calls by **10%**
- 7 Increase Working Smoke Alarm Ownership by **5%**

4.9 By focussing our activities and resources on these 7 priorities we will contribute to the following outcomes.

- Our local communities will be safer from fires and other emergencies.
- Our local communities will have less risk of becoming casualties of fires and other emergencies.
- Our local communities will be less fearful of fire related crime and disorder.
- Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies.
- Our local heritage and environment will be better protected from harm.
- Our local firefighters will be safer, more informed about risk and better prepared to deal with fires and other emergencies when they occur in the local community.
- Our service will be continuously improving and delivering best value.

4.10 The diagram below illustrates how these priorities and key activities will support both local and national outcomes. A detailed description of how these are mapped across is incorporated within the plan.



5 MANAGING PERFORMANCE

5.1 Recent reports by Audit Scotland have highlighted the significance of a robust performance management framework to ensure that the necessary outcomes are achieved and the principles of Best Value are met. A key element of the planning process was identification of suitable measures through which the delivery of the agreed priorities and outcomes can be measured and their success evaluated.

5.2 Analysis of trend incident data has been undertaken to ensure that high level targets set against the seven priorities are realistic and achievable. Performance indicators and supporting targets will then be used to assist in tracking the performance of the local fire and rescue service at achieving the priorities and local outcomes. The performance indicators will support Scotland Performs, Scottish Fire and Rescue objectives and the local Single Outcome Agreement.

5.3 A suitable format for future performance reports is currently being developed to facilitate transparency and scrutiny by members of the committee. The Local Senior Officer will present a written quarterly performance report detailing the high level fire and rescue issues on-going within the area, highlighting the progress against the seven priorities and local outcomes will be tabled at future meetings of this committee. Additionally the district manager, Group Manager Martin Tait, will provide a verbal report on notable outcomes from local activities or actions proposed to address areas where performance is “off target”.

5.4 Additional reports will be provided as required to advise elected members on specific aspects of service delivery and to keep them appraised on significant developments within the Scottish Fire and Rescue Service.

6 CONSULTATION

6.1 The Police and Fire Reform (Scotland) Act 2012 sets out local scrutiny and engagement arrangements for the delivery of local fire and rescue services that will protect and improve local services whilst strengthening the connection between the Service and the local community. This places a requirement on the Local Senior Officer to involve the local authority and consult appropriately with respect to setting the priorities and objectives for local fire and rescue delivery within the plan.

6.2 The new Scottish Fire and Rescue Service and local scrutiny and engagement arrangements come into being on 1st April 2013. In preparation for this change it is important that Tayside Fire and Rescue initiate a programme of community engagement and consultation to give the people of Dundee an opportunity to shape and influence the priorities and objectives for their local fire and rescue service.

6.3 A community engagement and consultation strategy was developed to provide clear direction on how to effectively engage with and consult our stakeholders, partners and staff during the transition to the new Scottish Fire and Rescue Service so that the local fire and rescue services provision from 1 April 2013 and beyond are responsive to local needs and expectations.

6.4 Before deployment of the strategy advice was sought from council officials to confirm the suitability of the plan and ensure it met the outcomes of openness and transparency, local engagement and equality and diversity. The following elements were integral to the strategy.

- Engagement with elected members and community planning partners
- Engagement with local community and focus groups
- Engagement with staff representative bodies
- Engagement with the business community including Chamber of Commerce, Federation of Small Business, the councils Economic Development department etc.
- Use of online surveys and social media
- Publishing consultation to WWW and internal intranet sites
- Consultation with a range of stakeholders on the draft priorities and objectives, including locally elected members, council officials, local communities, and local planning partnerships.

6.5 The consultation phase commenced on the 15th February and will end on the 8th of March. This stage was initiated following development of the draft priorities and objectives and has included online surveys, use of social media, Websites, circulation of drafts to stakeholders and face to face meetings with elected members and council officers.

6.6 The feedback from these channels has been reviewed and is reflected in the final version of the draft Dundee Local Fire and Rescue Plan, Appendix 2

7 FINANCIAL IMPLICATIONS

7.1 There are no financial implications as a consequence of this report.

8 EQUALITY IMPACT ASSESSMENT

8.1 An equality impact assessment has been carried out in line with the services current equality policy. The results of this process have been reviewed by the relevant department of DCC for compliance with their process. Copy of assessment attached (Appendix 3).

9 ENVIRONMENTAL CONSIDERATIONS

9.1 This report will have no direct impact on the environment. Environmental policies are in place to ensure corporate social responsibility including the reduction of waste and carbon emissions to ensure compliance with the Climate Change Act 2009 and the Scottish Governments emissions targets.

10 SUMMARY

10.1 As a consequence of Police and Fire Reform the new Scottish Fire and Rescue Service will commence on the 1 April 2013. From this date Tayside Fire and Rescue including the formal arrangements with local authorities through joint Boards will cease to exist.

10.2 The Police and Fire Reform (Scotland) Act 2012 makes provision for the appointment of a Local Senior Officer who will have responsibility to oversee the provision of local service delivery on behalf of the Chief Officer of the Scottish Fire and Rescue Service.

10.3 To ensure effective local scrutiny and engagement responsibilities the Local Senior Officer has a responsibility to develop a Local Fire and Rescue plan in partnership through engagement with Dundee City Council.

10.4 The Local Fire and Rescue Plan is one element of a wider national framework, which underpins the Scottish Governments purpose of creating a more successful country incorporating Scotland Performs, the Dundee Single Outcome Agreement 2012/17 and the outcomes of the review into Community Planning.

10.5 The draft interim Local Fire and Rescue Plan for 2013/14 is the culmination of a process of strategic assessment supported by a strategy of local engagement and consultation to determine local outcomes and priorities. The plan will ensure that the fire and rescue service makes a positive contribution to the delivery of integrated services that are more cost effective whilst securing positive community outcomes and risk reduction.

11 Background Papers

11.1 No background papers, as defined in Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

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DUNDEE

Scottish Fire and Rescue Service



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

Shaping the Priorities and Objectives of the Local Fire and Rescue Service

Dundee City Focus Group Summary Report



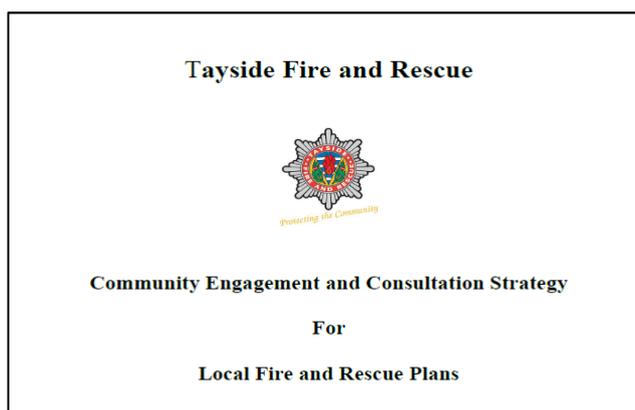
BACKGROUND

The New Single Scottish Fire and Rescue Service

The Police and Fire Reform (Scotland) Act 2012 provides the legislative framework that will support the work of the new Scottish Fire and Rescue Service when it comes into being on 1st April 2013. The act also sets out local scrutiny and engagement arrangements for the delivery of local fire and rescue services that will protect and improve local services and strengthen the connection between services and our communities. These arrangements will require the designated Local Senior Officer for Dundee to produce a Local Fire and Rescue Plan and by doing this, involve the local authority and consult appropriately with respect to setting the priorities and objectives for local fire and rescue delivery within the plan.

As the new Scottish Fire and Rescue Service and local scrutiny and engagement arrangements come into being on 1st April 2013, it is essential that Tayside Fire and Rescue commence a programme of community engagement and consultation in order to give the people of Dundee an opportunity to shape and influence the priorities and objectives for their local fire and rescue service.

A community engagement and consultation strategy was therefore developed by Tayside Fire and Rescue in order to provide clear direction on how to effectively engage with and consult our stakeholders, partners and staff during the transition to the new Scottish Fire and Rescue Service so that the local fire and rescue services we provide in Dundee from 1st April 2013 and beyond are responsive to local needs and expectations.



and rescue roles and responsibilities and an assessment of risk; 3) Focus Group Questions, whereby participants were split into groups to answer the questions posed; 4) Next Steps, in relation to the engagement and consultation process. Dundee fire and rescue staff and Tayside Fire and Rescue's Performance and Planning Section facilitated each of the meetings including answering questions and providing context for many of the group's questions and comments.

The feedback from the Focus Groups Meetings was forwarded to Tayside Fire and Rescue's Performance and Planning Section (See Appendix 2), who then analysed it and produced a Focus Group Summary Report. The summary report has been used to assist in shaping the draft local priorities and objectives for local fire and rescue delivery within Dundee City.

SUMMARY OF THE FEEDBACK

The feedback from the four themed Focus Group Meetings has been categorised under each of the questions posed during the meetings and then summarised to give an overview of the common areas discussed during the meetings.

Question 1 –

Based on the evidence we have provided today, what do you think the Local Fire and Rescue Service should be working to achieve over the next 3 years?

It was mentioned by all the groups that we need to see a continuous reduction in our intervention activities with an emphasis on the reduction of unwanted calls. Greater use of legislation and discipline could help this along with better education for businesses and students. It was felt that the home safety targets are a numbers exercise and that we should concentrate on quality visits targeting the vulnerable and the ever growing elderly community who no longer live in sheltered accommodation. A points system was talked about rather than targets so watches get more towards a target by doing higher risk visits such as people with drug/alcohol issues, young mums and ethnic minorities. Sprinklers were discussed by groups as something we should push further as is carried out in Angus to reduce dwelling fires.

Another area that we should concentrate on is working with youths to reduce secondary fires. Better links with the community and utilising the education system in schools were suggestions along with better collaboration and working with our partners to target this group. The groups in particular who leave school at age sixteen miss out on road safety advice which should be addressed/explored. Social media was a tool mentioned to capture safety advice and something it was felt we should make better use of.

We already carry out lots of legislative fire safety audits however it was suggested that we should consider using a ratings system to decide on the frequency of revisits. Storing of rubbish, furniture and the like in common closes appears to be a Dundee issue, so more education to residents should be carried out in this area.

Good relationships with social work and housing would lead to better outcomes and help with information sharing.

The groups would also like to see the resources allocated to Dundee at present remain in place post reform which may become a concern.

During the business focus group it was felt that we should perhaps try to provide more assistance regarding fire safety advice and carrying out risk assessments to local businesses as well as carrying out audits. This could help drive down the unwanted calls especially in the smaller firms where there would appear to be a lack of general fire safety knowledge due to the fact that they may not have the finances to bring in external agencies to assist.

Whilst we do try to carry out visits to student accommodation who appear high on the list of unwanted calls it was suggested that this could be extended to capture them in final school years prior to them going to Universities and we could also bring back involvement in fresher's week to pass on fire safety advice.

Question 2 –

What areas do we perform well in and what can we do better?

It was obvious from the discussions that we perform well in a lot of areas such as community fire safety, home visits, legislative safety and our intervention services however there is room for improvement. More flexibility with audits, better sharing of information and celebrating our successes were a few mentioned. It was not thought to be eco-friendly to utilise fire appliances to carry out visits. With training, our partners could do these whilst operational personnel ensured they enhanced skills through training. It was also felt that we need to value our staff more.

The main talking point was on vulnerable persons and whilst we appear to be good at sharing information it is not always reciprocated. We need to target these groups better by building on relationships with social work and drug/alcohol groups. A multi-agency approach was suggested whereby if a vulnerable or challenging person is identified then a care package should be put in place from all interested parties using a joint approach. Staff also wanted to see information come back down to the person who carried out the referral.

It was felt that we give value for money to the community and have a good reputation as a 'can do' organisation but we need to continue to benchmark against the rest of Scotland and share best practice to ensure continued efficiency.

As mentioned earlier the safe drive stay alive road safety event works well however it should be extended to those in the year below who leave school after S4. Relationships should be forged with the local schools to promote safety as they are the next generation and we could use hard hitting media to

educate. A more multi-agency approach with police and ambulance would also help in other areas like it does with safe drive.

Some groups felt that we should have more involvement in commercial developments in Dundee so that we can offer advice at an early stage on the safety of buildings.

The business community felt that we could interact and educate them more on the consequences of fire alarms and also provide more advice on fire safety measures. A suggestion was to treat them like a home visit whereby crews attend and give general advice to staff and also incorporate Health and Safety as a partner to help in delivery of this. Using friendlier language was another suggestion rather than just talking about audits, legislation and enforcement. They would also like to see a local contact in each area who they could approach for advice.

Question 3 -

Within our communities, in what ways can partnership working help us provide better results?

Everyone is in general agreement that partnership working is the way forward to prevent duplication of work and to help make the vulnerable in the community safer. This should be carried out at ward level with social work and housing providers some of the main partners for having formal agreements to share information. Community centers were also identified as a useful source in local communities to build relationships. If various agencies are involved then there will be a shared understanding of local risks and better outcomes. As well as this agencies then get an insight into what activities each other are involved in and can then identify common issues and share solutions.

Some specific issues raised were working with local landlords to address the discarding of combustibles and entering agreements with student accommodation providers to lower unwanted calls. This could be a joint approach with the police to show the consequences and repercussions of these actions.

Whilst it was felt that we share information well this is not always reciprocated which something that needs is worked on. By using other agencies to fuller effect then we can target our resources to better effect and one suggestion mentioned was having community champions like the police have a community officer to engage and get to know the local community. Another was to utilise volunteers to pass on the safety messages we want to deliver.

From a staff point of view it was thought that interagency working would stimulate more joint exercises and result in better working relationships with the other services.

The Chamber of Commerce and Federation of Small Business were keen to act as partners and help deliver our fire safety message to a larger audience and act as distributors as well as coordinators for the service. It was also felt that by approaching it in this way then it may help retained recruitment by making local employers aware of local issues. Another point made was that it could prove beneficial to utilise local victims of fire to partake in discussions to let people know the impact that they have felt on their business in the aftermath of a fire.

Question 4 -

What performance measures should we consider to ensure that we are making progress towards achieving better outcomes?

Whilst it was felt that targets are important it can't always be about achieving them and we should utilise other methods of measuring performance. Some of the measures suggested were percentage of premises compliant with fire safety, number of high risk people identified, measures for improving firefighter safety and number of community safety initiatives carried out. It was also felt that we should break our figures down further to identify more incident types and whether or not they were deliberate, followed up by people being charged.

Different measures need to be used for the prevention work and community safety being carried out. Surveys would appear to be a good gauge of our performance with measures being outcome based rather than output based. The public could comment on how safe they feel in the home or we could try to identify if fires were prevented by a home safety visit being carried out to show that our tactics are working. The number of complaints from members of the public was mentioned as another measure.

It was agreed that we should be sharing best practice and benchmarked against other local authority areas and we should also utilise previous data to draw comparisons against.

One final measure mentioned was how we are reducing the carbon footprint to fall in line with government's timescales/targets.

Measures that businesses thought would be beneficial were something to capture the economic cost of fire and the percentage of businesses that do not recover afterwards. To add to this they felt that we could measure the amount of interaction with businesses other than audits in the same way that we approach home fire safety visits.

APPENDIX 1 – FOCUS GROUP QUESTIONS

1. Based on the evidence we have provided today, what do you think the Local Fire and Rescue Service should be working to achieve over the next 3 years?
2. What areas do we perform well in and what can we do better?
3. Within our communities, in what ways can partnership working help us provide better results?
4. What performance measures should we consider to ensure that we are making progress towards achieving better outcomes?

APPENDIX 2 – FEEDBACK FROM DUNDEE FOCUS GROUP MEETINGS

Question 1

Based on the evidence we have provided today, what do you think the Local Fire and Rescue Service should be working to achieve over the next 3 years?

1. A reduction in unwanted calls. Going by the statistics almost 50% of Dundee activity is towards responding unwanted calls. Business owners need to be more proactive and take greater ownership for reducing AFAs at their premises. Greater use of legislation (malicious calls) and discipline (students) via in house approach.
2. Improve our strategy for educating students. At present, our strategy of conducting HFSVs within student accommodation is very much a numbers game.
3. Improve our strategy for targeting the elderly. Greater emphasis on identifying community groups who support the elderly and working with them to improve the safety of the elderly. Also, a greater need for sharing information.
4. Review our HFSV strategy – more focus on quality rather than quantity. HFSVs need to be a more targeted approach. Also, watches and stations should also be measured on number of hours spent on conducting HFSVs, not just numbers. There should be a points system for conducting HFSVs. The higher the risk, the greater the number of points you get for that HFSV. Also, FF's need a better understanding of the causes of fire through the outcomes of fire investigations. By doing this they can tailor the education they give to the homeowners and target more effectively.
5. Maintaining a focus on educating young people for reducing secondary fires. It appears to be working very well. Could be improved through more effective joint working with other agencies, targeting our resources more effectively and even greater emphasis on education (eg educating the parents)
6. Reduce the number and deaths and injuries from fire.
7. Liaise with other agencies to prevent duplication of effort where community issues are shared with other agencies.
8. Reach into vulnerable communities more effectively. More effective engagement with people who have drugs and alcohol issues, ethnic minorities and young mums etc.
9. Forge stronger links with the community.
10. Reduction of dwelling fires – more effective targeting of hot spot areas identified through intelligence, sprinkler challenge where we engage with Local Authority and promote the benefits of domestic sprinklers.

11. Work towards reducing the impact on the environment.
12. Aim to maintain the level of operational response we are accustomed to in Dundee. This could be eroded in the new single Scottish Fire and Rescue Service.
13. Build in greater flexibility to conducting fire safety audits in relevant premises. Consider adopting rating system for determining frequency of inspection and types of premises to inspect.
14. Greater breakdown of unwanted calls in order to identify the causes and the exact people and premises to target.
15. Greater use of the media to promote our prevention work.
16. Identify and capture 16 year olds who leave school prior to attending Safe Drive Stay Alive events to give an awareness of dangers through driving.
17. Prevention initiatives need to be maintained to ensure the on-going good work continues.
18. There is a concern for the elderly as they are located more city wide, before, it used to be easy to identify the elderly because they were situated in more localised sites.
19. Revisit engagement and education with school groups as they progress to ensure everyone has awareness and it will become like second nature to think about fire and community safety. Need to keep a focus on young people. Previous work with younger generation has shown obvious changes in trends and drop of calls.
20. Build closer relationships and partnerships with Social Work Department and Housing agencies, this will encourage and help educate and create more HFSV and hopefully also help with information sharing.
21. Motorcycles, furniture and rubbish being stored in common close areas. Work with other agencies to ensure enforcement and removal. Tenements and flats seem to be the higher risk properties. There is also a need to educate and encourage change in lifestyle and responsibilities.
22. Provide a fire safety course or risk assessment course for businesses.
23. Increase the interaction with students pre-university and during freshers week.

Question 2

What areas do we perform well in and what can we do better?

Do Well

1. Involvement in local community planning partnerships and the following up on issues and giving support.
2. Prevention work. The Legislative Fire safety and Community Fire Safety strategy within Dundee appears to be working well.
3. Quantity of Fire Safety Audits and HFSVs carried out. The number we carry out far exceeds any other fire and rescue service and the information we give out during the HFSVs is very good.
4. We have a very good reputation within the community for being professional and being a 'can do' organisation.
5. We provide value for money.
6. We have a very effective operational response and intervention service, which includes a diverse range of skills including water/rope rescue.
7. Partnership working appears to be working well eg Safe Drive Stay Alive.
8. Information Sharing – we are good at sharing information with other agencies, but this is not reciprocated sometimes.
9. We are good at embracing change within the fire and rescue service such as the new skills some stations have taken on (eg water/rope rescue).

Could Do Better

1. Realistic training, in particular the built environment.
2. More flexible approach to legislative fire safety audit programme, including using operational staff to conduct basic legislative visits.
3. Could do better at improving our image and public relations. We should be celebrating our successes more.
4. We need to value our staff more.
5. We could deliver our prevention services more efficiently (eg using fire engines as transport to conduct HFSVs is not cost effective).
6. Having referred a vulnerable person, we need to communicate how we intend on managing the vulnerable person back to the staff that referred the person.

7. Better information sharing with other agencies.
8. Greater focus on improving our specialist skills (eg water rescue) rather than primary focus of conducting HFSVs.
9. More multi-agency working with Police, Ambulance etc. at station level.
10. Target Vulnerable Persons better; develop engagement initiatives with hard to reach groups, build stronger relationships with hard to reach groups and individuals – through other agencies.
11. Build and develop partnerships/relationships with Drug and Alcohol groups and communities.
12. Carry on and build working relationships with schools.
13. Bench mark our statistics with other services and areas. Provide performance information in a clearer method to allow for comparing and benchmarking. Average across Scotland and how does Dundee compare.
14. Further work on shared assessments.
15. Further work on the multi-agency approach to identifying vulnerable people in the community.
16. Training partners (eg social work) to identify fire risks/hazards in the home.
17. Using hard hitting media to educate the public.
18. Promote and lobby to have more involvement in commercial developments within Dundee.
19. Education to businesses on fire safety with operational crews and also utilise health and safety to assist with online courses.
20. Provide a local contact for business and use friendlier language other than audits, legislation and enforcement.

Question 3

Within our communities, in what ways can partnership working help us provide better results?

1. Formal agreements and partnership working with student accommodation providers to identify low level offenders of malicious calls.
2. Joint campaigns with police to address issues which may lead to offences eg work with the police to educate students on the consequences of malicious false alarms.
3. Partnership working at ward level to agree priorities will ensure issues are being resolved at source.

4. In tenement properties work with landlords and other partners (eg waste management) to address the issue of discarded combustibles accumulating and the risk of fire in common closes/stairwells.
5. TFR are very good at engagement, however, there is a need to encourage others to share information at relevant time to ensure VPs are given advice, support and assistance to prevent incidents arising.
6. Identifying Vulnerable People and engaging with them, look for feedback from partner agencies and identify groups and individuals to target for CFS initiatives.
7. Engage with all housing providers, social work and education departments.
8. Engage with community centres, they can be a useful source of information within local areas and opportunity to identify and build relationships with local community.
9. More community focused at local level, similar to the Community Police officer.
10. Use volunteers to engage more with community.
11. The sharing of information with our partners allows a more intelligence based approach to targeting our resources more effectively.
12. It allows us to share resources, skills and knowledge and therefore builds capacity to address issues more effectively.
13. Helps to identify issues that are common to agencies, and therefore establish joint solutions.
14. There is more depth of meaning to partnership working, which helps to build better relationships and better outcomes.
15. As partnerships mature and relationships with other agencies improve and we get a better understanding of each other's aims and goals, better results will be realised.
16. A more consistent approach to working (eg if each local authority worked in partnership to develop standard approaches to licensing such as HMO's then better outcomes could be achieved.
17. Partnership working stimulates Multi- agency training, which will ensure we are better prepared for any eventuality.
18. Shared outcomes are agreed by the partnership, so all agencies involved in the partnership have a shared understanding of what needs to be achieved.

19. Utilise the Chamber of Commerce and Federation of Small Business to help deliver safety advice and co-ordinate events.
20. By talking to local business it may help retained recruitment and we could possibly use victims during talks to give an awareness of the consequences of fire.

Question 4

What performance measures should we consider to ensure that we are making progress towards achieving better outcomes?

1. Performance measures should be outcomes based and not output based.
2. Sharing of best practice and benchmarking with other local authorities.
3. Legislative Fire Safety – percentage of relevant premises that were compliant.
4. Reduction of incidents, broken down into incident types.
5. Number of high risk people identified.
6. Make greater use of user satisfaction survey's to measure our performance.
7. Measures for reducing the carbon footprint.
8. Measures for improving fire-fighter safety (eg number of attacks on fire-fighters, number of injuries sustained at incidents).
9. Number of Community Safety Activities conducted.
10. Measures for ensuring that issues arising from an operational debrief are addressed.
11. Number of complaints by the public.
12. Draw comparisons against previous months/quarters/years etc.
13. Is the fire-fighter core skills measure necessary as it is not relevant to external stakeholders?
14. Categorising the deliberate element of fires – was it criminal, was someone charged?
15. Some kind of perception measure, whereby we are able to measure the public's perception how safe they feel in the home.
16. Ask people via surveys what they think about the work of the fire service and use to gauge their awareness of fire safety.

17. PIs, the items listed would appear to be relevant; however, there is no real measure of the prevention and CFS activities being carried out.
18. Fatalities and injuries relating to fires and if these incidents are in premises which have had HFSVs or not. Some way in measuring how many incidents have been prevented from developing into fire due to HFSV being carried out?
19. How to measure outcomes of CFS initiatives, engagement, education and outcome: - mitigation of incidents or incident development – increased unwanted calls but reduction in fire calls.
20. Break down of unwanted calls, between alarms activating, hoax calls and fault in systems etc.
21. Measure the economic cost of fire and the percentage of business that doesn't recover.
22. Measure the level of interaction below that of an audit with businesses.



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

Dundee City

Local Fire and Rescue Plan

2013 – 2014



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FOREWORD



Dundee City Council has enjoyed an excellent working relationship with our partners in the Fire and Rescue Service for many years. The service has played a major part in community planning at the city-wide and ward levels and has worked closely with Council departments to deliver Dundee's community safety strategy.

The new arrangements for local scrutiny and engagement introduced as part of the establishment of the Scottish Fire and Rescue Service should provide all members with even greater opportunities to shape local priorities and scrutinise the performance of the service at a local level.

The Council shares the objectives set out in this Plan, and particularly welcomes the focus on prevention activities targeted at the most vulnerable members of society. We welcome the commitment of the Fire and Rescue Service to providing high quality services and to strengthening its connection with local communities.

On behalf of all the members of Dundee City Council, I look forward to continuing to build constructive relationships with the service at all levels. We will engage with Fire and Rescue to make Dundee an even safer place, and we will ask challenging questions to ensure that the service maintains its focus on local priorities and continues to play a key part in the achievement of the outcomes we all want to see for the people of the city.

Councillor Ken Guild

Leader of Dundee City Council

WELCOME



As the Local Senior Officer I am pleased to present the communities of Dundee the first Local Fire and Rescue Plan on behalf of the Scottish Fire and Rescue Service (SFRS). The Local Senior Officer (LSO) is a new statutory role, under the Police and Fire Reform Scotland Act 2012, to which the key local functions of the SFRS have been delegated. The LSO has a duty to work with the local authority to set priorities and objectives for fire and rescue services in the local area, and is required to prepare a local Fire and Rescue Plan which meets the needs of the local area and approved by the local authority.

The legislation establishes the Scottish Fire and Rescue Service and the integration of the existing eight services, commencing on the 1 April 2013. The change is part of the Scottish Governments wider reform of public services to ensure more effective delivery of public services through increased Partnership and community engagement to deliver Public Services, which are responsive to local needs.

The purpose of the SFRS is to work in partnership with communities and with others in the public, private and third sectors, on prevention, protection and response, to improve the safety and wellbeing of people throughout Scotland. This outcome-focused purpose ensures that the delivery of fire and rescue services is dynamic, effective and trusted and delivered in partnership to make communities safer and stronger, through prevention and community engagement.

The SFRS has a statutory duty to reduce the risks to our communities whilst delivering best value and securing continuous improvement. In doing so it must first understand this risk through a robust process of national and local Strategic Assessment. The Local Fire Plan recognises the significance of Place and seeks to ensure that the local fire and rescue service contributes to the delivery of improved outcomes to the communities of Dundee.

Due to the previous work conducted by the personnel of Tayside Fire Brigade and latterly Tayside Fire and Rescue, we have seen a significant reduction in fires, fire casualties and other emergency incidents in the Dundee area. This has been further enhanced by the building of strong effective relationships and partnership working with many of our communities and partner agencies. My aim and personal commitment as the designated Local Senior Officer, is to continue to build on this success and further develop these relationships and partnership approach to continue to drive down the occurrences of fires and other emergencies ultimately making the communities of Dundee a safer place to live and work.

This plan therefore sets out the key strategic priorities and objectives for the SFRS to progress within the Dundee area which have been developed by taking into account the Scottish Governments four pillars of reform **Prevention, Performance, People** and **Partnership** as well as a range of other information sources. More critically these have been established by consulting and engaging with our local communities and partner agencies.

Area Manager Dave Stapley

Local Senior Officer

INTRODUCTION

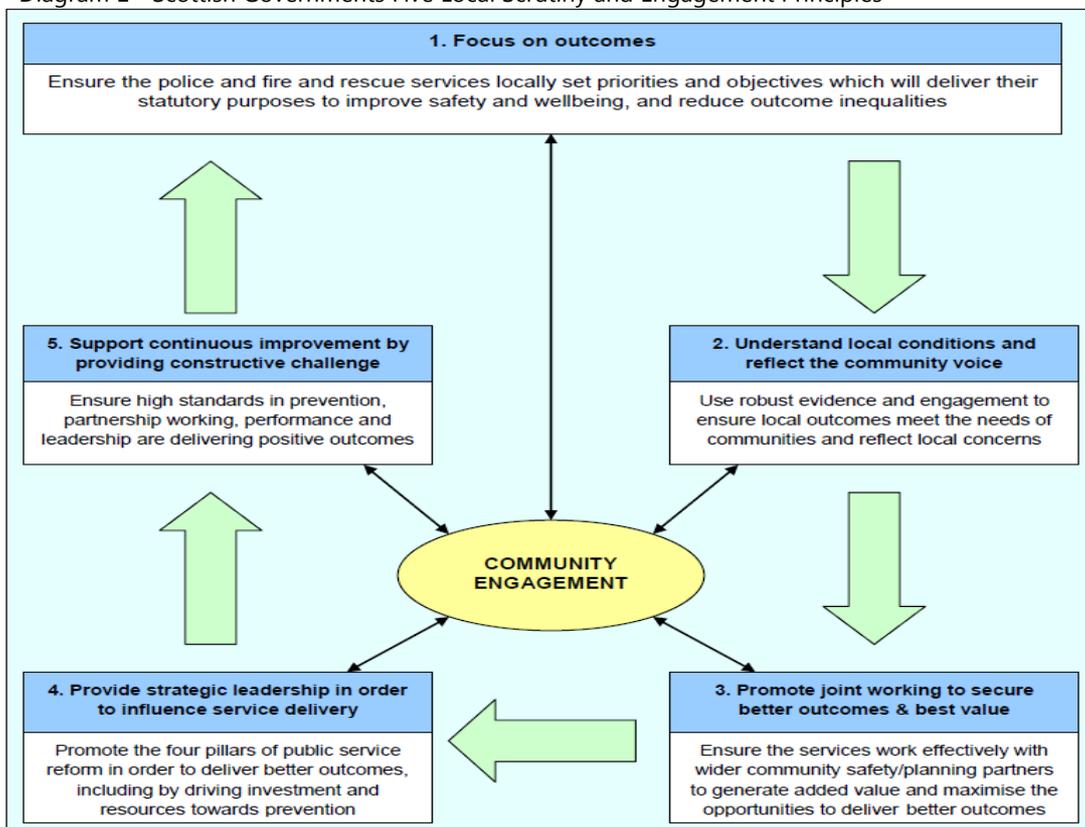
The Police and Fire Reform (Scotland) Act 2012 provides the legislative framework that will support the work of the new single Scottish Fire and Rescue Service and includes local scrutiny and engagement arrangements for the delivery of local fire and rescue services that will protect and improve local services and strengthen the connection between services and communities. These arrangements are based on the three key elements stated below, and aim to be delivered using the Scottish Governments Five Principles for Good Scrutiny and Engagement, which are illustrated in Diagram 1.

The Police and Fire Reform (Scotland) Act 2012 - Local Scrutiny and Engagement Arrangements:

- **The designation of a Local Senior Officer (LSO)** with significant delegated authority and devolved resources for each local authority area;
- **The production of a Local Fire and Rescue Plan** for each local authority area, prepared by the Local Senior Officer, and agreed by the local authority (or authorities);
- **The creation of a strong formal relationship between councils and the services**, through which many more elected members will be able to play a direct and formal role in shaping local priorities and scrutinising performance.

As a key element of the Local Scrutiny and Engagement Arrangements, the Dundee City Local Fire and Rescue Plan sets out the priorities and objectives for reducing the incidence of fire and other emergency incidents in the Dundee City area. It contributes to the wider plans of the Community Planning Partnership (CPP) and Single Outcome Agreements (SOA), and through consultation and engagement with partner agencies and locally elected members, the plan aims to ensure that local needs are reflected in the priorities and objectives.

Diagram 1 - Scottish Governments Five Local Scrutiny and Engagement Principles



NATIONAL AND LOCAL CONTEXT

Scottish National Performance Framework

The Scottish National Performance Framework underpins the delivery of the Scottish Government's agenda which supports the outcomes-based approach to performance. The framework sets out the Scottish Government's Purpose, which is ***to focus government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth.***

This core purpose is underpinned by five strategic objectives to make Scotland: ***Wealthier and Fairer, Smarter, Healthier, Safer and Stronger, and Greener.***

Sixteen National Outcomes support these five strategic objectives and the new Scottish Fire and Rescue Service has a responsibility to contribute towards all of the national outcomes, although four in particular influences the Scottish Fire and Rescue Services strategic direction:

- **National outcome 9 –**
We live our lives safe from crime, disorder and danger.
- **National outcome 6 –**
We live longer, healthier lives.
- **National outcome 11 –**
We have strong, resilient communities where people take responsibility for their own actions and how they affect others.
- **National outcome 16 –**
Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Scottish Fire and Rescue Service Priorities

The Fire and Rescue Framework for Scotland 2013 sets out the Scottish Government's expectations of the Scottish Fire and Rescue Service. It sets out the strategic priorities and objectives for the new service, with guidance and support on the carrying out of its functions.

The Scottish Fire and Rescue Service Strategic Plan, which will be published in September 2013 details how the service will deliver against the priorities and objectives set out in the Fire and Rescue Framework and the outcomes against which this delivery can be measured. The Strategic Plan will cover a three year period and will be reviewed periodically.

Local Fire and Rescue Plans

The Local Fire and Rescue Plan flows from the Strategic Plan and sets out the priorities and objectives for addressing local issues and supporting the national priorities identified in the Fire and Rescue Framework and Scottish Fire and Rescue Service Strategic Plan. Along with the designation of a Local Senior Officer for each local authority, The Local Fire and Rescue Plan is seen as one of the key elements for strengthening the connection between the Scottish Fire and Rescue Service and the communities it serves.

Single Outcome Agreements (SOA)

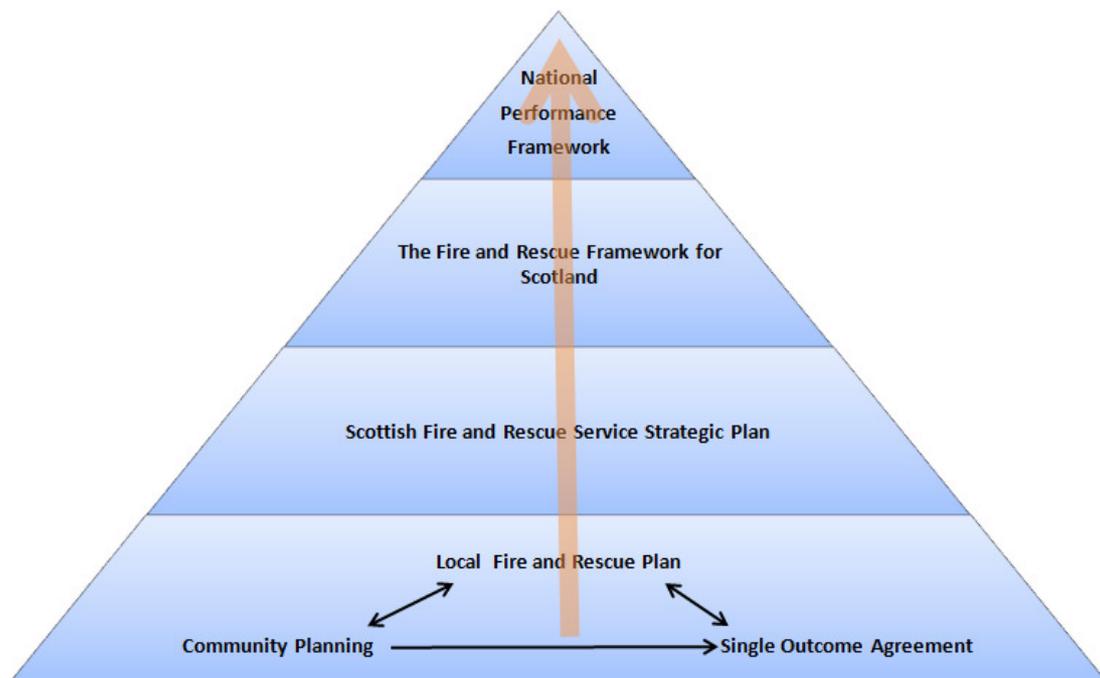
The main purpose of the SOA is to demonstrate how partners in each local authority area are working together to deliver local priorities which will assist the Scottish Government in achieving its five high level strategic objectives and sixteen National Outcomes. The Local Fire and Rescue Plan is expected to clearly demonstrate how it will support the local authority SOA.

Community Planning Partnerships

The Local Government (Scotland) Act 2003 places a statutory duty on local authorities, police and fire authorities to work in partnership with other public services and voluntary organisations to improve the delivery of services to communities using customer focussed outcomes. Local Authorities use the vehicle of Community Planning Partnerships to work together and provide resources to deliver the priorities within each SOA. The Local Senior Officer has a statutory requirement to participate in Community Planning and therefore ensure that local fire and rescue structures are integrated with Local Community Planning arrangements, and the Local Fire and Rescue Plan is linked to the priorities of the Local Authority SOA.

Diagram 2 illustrates the importance of the Local Fire and Rescue Plan in supporting Community Planning and Single Outcome Agreements, and by doing so underpinning the national priorities of the Scottish Fire and Rescue Service and the Scottish Government.

Diagram 2 – National and Local Landscape



COMMUNITY PROFILE

Dundee City Local Authority Area

Dundee City is Scotland's fourth largest city and is situated on the North coast of the Tay Estuary. The area covers 6,300 hectares (24 square miles) and is geographically the smallest local authority area in Scotland. It is bordered by Perth and Kinross Council to the West and Angus Council to the North and East and has a population of 144,290.

Dundee City has a total of eight council ward areas, these are:

- **Strathmartine**
- **West End**
- **Maryfield**
- **East End**
- **Lochee**
- **Coldside**
- **North East**
- **The Ferry**

Dundee City is an urban local authority with 2,276 persons residing per square kilometre which in Scotland is second only to Glasgow City Council which has 3,353 persons per square kilometre. In comparison to the surrounding local authority areas, Angus Council has 51 persons per square kilometre and Perth and Kinross Council has 28 persons per square kilometre. The areas of highest population density in Dundee City are those to the North and West of the city centre.

Population Profile

Dundee City has a sizeable student population and is home to the University of Dundee, the University of Abertay and Dundee College. The population of Dundee is expected to age over the next few decades. By 2033, the percentage of those aged 65-74 is expected to rise from 9.1% to 11.4% whilst the percentage aged 75+ is also expected to rise from 8.9% to 13.4%. The percentage share of all age groups below 65 years is therefore expected to decline.

A breakdown of the current Dundee population profile is outlined in Table 1 below:

Table 1 – Dundee Population Profile

Population Factors	Dundee
Total population	144,290
Population aged 16-19	8296
% children	16.6%
% pensionable age	20.7%
% working age	62.7%
Male working age	45,604
Female working age	44,930
Unemployment (Age 16-64)	15,380
% Population living in most deprived areas	28.8%

The Economy

The number of jobs in Dundee City stood at 76,432 in 2011. Job numbers rose strongly between 1997 and 2007 but have fallen sharply since the onset of the economic downturn in 2008. In 2011 there were 27 employers in the city that employed 300 or more staff. The largest employers in the public and education sectors were NHS Tayside, Dundee City Council and the University of Dundee. In the private sector Tesco, BT and DC Thomson employed most staff.

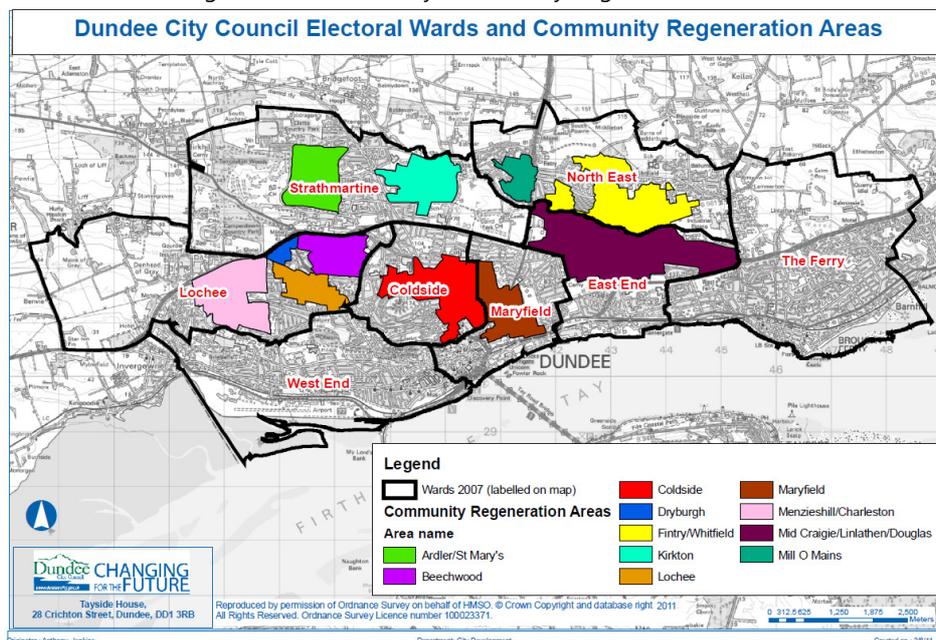
Deprivation Profile

The Scottish Index of Multiple Deprivation (SIMD) 2012 estimated that in Dundee City there were 42,125 people living in the data zones ranked within the top 15% of most deprived areas in Scotland. This equates to around 29.3% of the total Dundee City Population. These areas are defined as community regeneration areas where funding is targeted with the objective of regenerating the most disadvantaged neighbourhoods, so that people living there can improve their quality of life. These areas have been collected into five clusters across the city as follows:

- Area 1 – Menzieshill (part)/ Charleston/ Lochee/ Beechwood
- Area 2 – St Mary's/ Ardler/ Kirkton
- Area 3 – Hilltown/ Stobswell/ Fairmuir
- Area 4 – Mill O'Mains/ Fintry (part)/ Whitfield (part)
- Area 5 - Mid Craigie/ Linlathen/ Douglas

Community led regeneration forums have the responsibility of allocating a delegated budget for major projects within the regeneration areas. They are supported by staff from Dundee City Council's community regeneration team and are represented by a wide cross section of local people. The forums are also attended by local councillors and provide dedicated resources to respond to issues which local people have identified as priorities. Diagram 3 highlights the community regeneration areas:

Diagram 3 – Dundee City Community Regeneration Areas

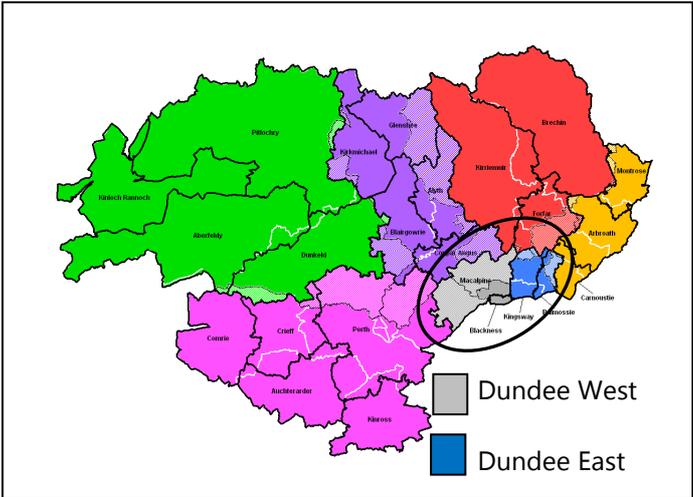


Infrastructure

Dundee City is served by road, rail and air infrastructure/ networks. The A90 Edinburgh to Aberdeen Road passes through the City and the Tay Road Bridge connects to North East Fife. Regular rails services link the city to other locations throughout the United Kingdom as well as regular local and national bus services operating in the area. The airport is situated two miles from the City Centre where scheduled flights operate to London, Belfast and Jersey.

FIRE AND RESCUE ARRANGEMENTS

Dundee City is served by three Wholetime Community Fire Stations, one combined Wholetime/ Retained Community Fire Station and a team of prevention and protection support staff. These fire and rescue resources come under the control of a Local Senior Officer (LSO) who is accountable for using them effectively in order to deliver the priorities and objectives within the Dundee City Fire and Rescue Plan.



The LSO is supported by a Group Manager, who coordinates the prevention, protection and response risk reduction strategies within the city. The strategies are delivered by Local Risk Managers (LRM), who have direct responsibility for the day-to-day management of the Community Fire Stations and supporting resources.

For fire and rescue purposes and to improve and support our local accountability, Dundee City is divided into two Fire and Rescue Districts. Each district is aligned to specific council wards and under the command of a LRM.

The Fire and Rescue Districts are as follows:

Dundee West:

Council Wards: West End, Strathmartine, Lochee and Coldside

Local Risk Manager: Station Manager Mark Crush

Community Fire Stations:



Blackness Road



Macalpine Road

Dundee East :

Council Wards: Maryfield, North East, East End and the Ferry

Local Risk Manager: Bruce Farquharson

Community Fire Stations:



Balmossie

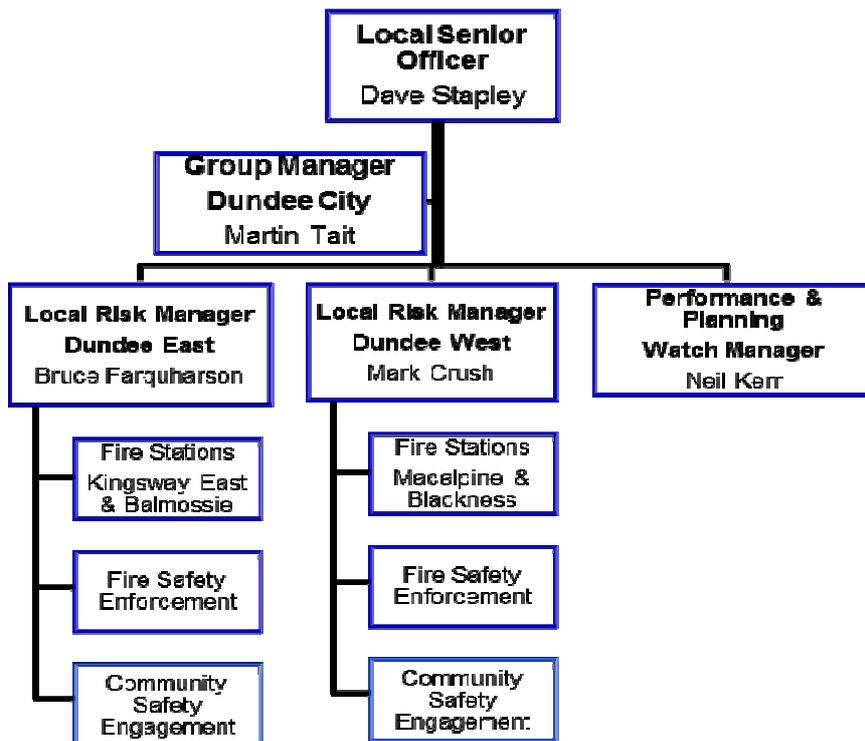


Kingsway East

Each Fire and Rescue District has an annual plan, which addresses the issues specific to the council wards and neighbourhoods it serves and links closely to the priorities and objectives set out in the Dundee City Local Fire and Rescue Plan. The District Fire and Rescue Plan is delivered by local fire and rescue staff through engagement with the community and working closely with our partners at point of delivery to identify local solutions to local issues.

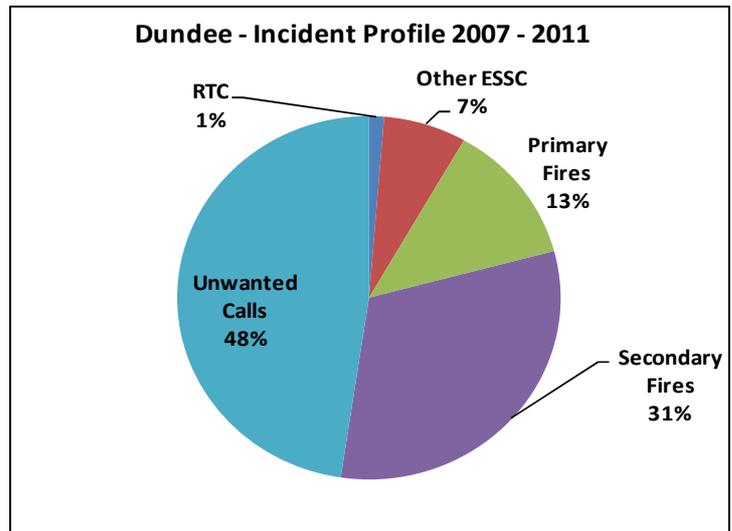
Diagram 4 illustrates the local fire and rescue structure, which aims to deliver the highest standard of prevention, protection and response services to the communities of Dundee.

Diagram 4 – Local Fire and Rescue Structure



STRATEGIC ASSESSMENT

The risk of incidents occurring within the Dundee area are factored into the decision making process when priorities and objectives are being agreed and set at local area level. The chart opposite therefore relates directly to the specific priorities and objectives that the Dundee Team will be focusing their attention on during 2013-14. These are areas that account for a greater proportion of incidents and risks, so our resources will be prioritised in these areas.



Primary Fires – (Primary fires typically include all fires in buildings, vehicles and outdoor structures or any fires involving casualties or rescues, or fires attended by five or more appliances)

Primary fires account for 13% of all incidents within the Dundee area. Approximately 47% of all primary fires are dwelling fires (fires in the home), with fires in non-domestic/commercial properties and vehicle fires accounting for 32% and 21% respectively of all primary fires. Whilst it is pleasing to see a downward trend in the number of primary fires within the Dundee area over the past 5 years, which is largely due to our Community Safety and Fire Safety Enforcement activities, because of their very nature dwelling fires still pose the greatest risk to life. A common cause of dwelling fires is cooking practices, with over 50% of dwelling fires in Dundee starting in the kitchen area. This trend is common throughout the other local authority areas and there is also evidence that alcohol continues to be a contributory factor.

Analysis has identified that the areas of Blackness, Coldside, Charleston, Fintry, Hilltown, Lochee Maryfield and Polepark account for the largest proportion of dwelling fires in Dundee and the highest percentage of people who are considered to be more vulnerable from fire. This includes those who are elderly, people who are in poor health, and people who live in areas of the city considered deprived as defined by the Scottish Index of Multiple Deprivation (SIMD). Vulnerable members of society are to be found in all areas of the city. However, the abovementioned areas as well as identifying people who are the most vulnerable will be a firm focus of our prevention activities. We will continue to provide education and support through our Home Fire Safety Visit (HFSV) Service, provide free smoke alarms and work with our partners to improve their overall health, safety and wellbeing.

Analysis of other primary fire type's (e.g. commercial properties, vehicle fires etc.) has identified that the City Centre and the Coldside area have experienced the most incidents. We will continue to identify high risk premises and will utilise our District Enforcement Officers to ensure that relevant premises are complying with their duties under Part 3 of the Fire (Scotland) Act 2005, as well as working with the police and other partners to reduce the occurrences of other primary fire types.

Secondary Fires – (Secondary fires are typically outdoor incidents involving grassland and refuse fires, unless casualties are sustained, rescue is required, property is lost or more than five appliances attend)

Secondary fires account for 31% of all incidents within Dundee and these types of fire have dropped by almost 30% over the past 3 years. The most common months for secondary fires in Dundee are March and November, which is a traditionally busy month for the fire and rescue service. Approximately 95% of all secondary fires in Dundee are deliberate. The majority of these deliberate fires involved refuse being set alight, and although such fires may start off as relatively minor they have the potential to spread if they are situated in close proximity to buildings. Furthermore, the societal cost of a deliberate secondary fire has been estimated at £2000; so in the current economic climate, this form of anti-social behaviour has the potential to have an impact on the local fire and rescue service and the communities of Dundee.

Our analysis has identified that the areas of Charleston, Dudhope, Fintry, Happyhillock, Menzieshill, Stobswell, Trottick and Whitfield account for the largest proportion of secondary fires in Dundee.

We will continue to deliver our youth engagement and diversionary activities and work closely with the local police and our other partners to ensure the sustained reduction of this type of incident and its impact on our communities.

Unwanted Calls – (Unwanted calls include all types of false alarm calls whether of an accidental or malicious nature)

Unwanted calls account for 48% of all incidents within the Dundee area - the highest proportion of all incident categories. The vast majority of unwanted calls attended within Dundee are Unwanted Fire Signals (UwFS) from fire detection systems in buildings, and the trend indicates a continuing rise in the number of such calls. This rise appears to correlate with modern fire alarm systems becoming more complex in their design and installation. The rise in unwanted calls will therefore continue to place a burden on our resources and reduce time spent on other core activities such as Community Fire Safety and training. There is also the financial impact of unwanted calls where it's estimated that the cost of dealing with each call is approximately £2000. The following premises consistently appear in the top ten list of establishments where Dundee fire and rescue resources attend actuations of their fire alarm system:

- Ninewells
- Taymills Flats
- Cyrenians
- Belmont Flats
- Heathfield Halls
- West Park Halls
- Wellgate Centre
- Jessie Devlin Close

A large percentage of unwanted calls originate in student accommodation and the provision of Home Fire Safety Visits for first year students has sought to drive this figure down. The majority of 'accidental' unwanted calls occur within the Maryfield and West End ward areas whilst the majority of 'malicious' unwanted calls are specifically within the City Centre area of the Maryfield council ward.

We will continue to identify high risk premises/ areas and utilise a combination of our District Enforcement officers to ensure that relevant premises are complying with their duties under Part 3 of the Fire (Scotland) Act 2005 and our community safety personnel who will work with police and other partners to reduce the occurrences of unwanted calls.

Other Emergency Special Service Calls (ESSC's) – (ESSC's typically include all emergency responses to incidents not involving fire or Road Traffic Collisions (e.g. flooding and other severe weather events, lift rescues etc.)

Other ESSC account for 7% of all incidents attended within the Dundee Area. These types of incident are very diverse and can range from dealing with spills and leaks to animal rescues and flooding. Over the past 5 years there has been a slight increase in the number of ESSC incidents within Dundee. This rise appears to correspond with the increase in the instances of severe weather events and the resulting work to make the communities safe from dangers such as loose masonry, unsafe icicles and flooding. Flooding is a particular priority that we will work on along with relevant partner agencies.

A large number of ESSC's relate to releasing people from lift cars in both commercial and domestic premises. Over the past 5 years there has also been an increase in the number of callouts to domestic properties which have suffered burst pipes or other events which result in water leaks. Much of the damage caused at these incidents could have been dealt with adequately by the householder if they had known how to isolate their water supply.

Our analysis has identified that the majority of other ESSC incidents we respond to are located in Maryfield and West End ward areas.

Road Traffic Collisions (RTC)

RTC's account for only 1% of all incidents attended within the Dundee Area. The urban nature of the area does not lend itself to high speed collisions that require fire and rescue assistance. By plotting these RTC's using mapping software we are able to identify RTC black spots in the Dundee area and therefore consider our actions for reducing such risks in partnership with other agencies.

Our analysis has identified that the majority of RTC's we attend in the Dundee area are located on the Kingsway and also on the A90 Forfar Road.

We will therefore continue to work with our various partners to raise awareness of road safety and ensure that we reduce the occurrence of Road Traffic Collision on the abovementioned stretches of road network.

PRIORITIES AND OBJECTIVES

How we developed the Priorities and Objectives

The local fire and rescue priorities and objectives for Dundee City are detailed on pages 17 to 25 of the plan. The following information therefore provides an overview of the key factors that influenced the development of these priorities and objectives.

Scottish Fire and Rescue Service Priorities

The Fire and Rescue Framework for Scotland 2013 sets out the strategic priorities for the new Scottish Fire and Rescue Service (SFRS) as it comes into being on 01 April 2013. It is a key document for the SFRS in the carrying out of its functions and was therefore influential in the shaping of our fire and rescue services at local level. It is through this document that the strategic direction for determining local fire and rescue priorities and objectives has been set. The Scottish Fire and Rescue Service's Strategic Plan sets out the SFRS's national priorities and when published around September 2013 will also be influential in the setting of future local priorities and objectives.

Community Engagement

Understanding local conditions and reflecting the community voice is one of the key principles for good scrutiny and engagement. At local level, the priorities and objectives have therefore been shaped and influenced by the communities of Dundee through a programme of organised engagement and consultation events. These events involved holding a number of focus group workshops with a range of stakeholders in Dundee, including locally elected members, partner agencies, staff and business representatives, in order to collect in-depth information about local concerns and what they want from their local fire and rescue service. Furthermore, surveys were conducted with the wider community of Dundee in order to give them an opportunity to have their say about our proposed priorities and objectives before being refined and presented for approval at the Dundee City Council Policy and Resources Committee.

Strategic Assessment

The Dundee Community Safety Partnership Strategic Assessment and the Local Fire and Rescue Strategic Assessment are also key tools for identifying fire and rescue priorities within Dundee. These assessments brought together a range of information, including fire and rescue incident data, intelligence from the local police, NHS Tayside and Dundee City Council to identify local issues. It is through these assessments we are able to identify where in Dundee our priorities and objectives are to be focussed and therefore target our resources accordingly.

Outcome Focussed

The local fire and rescue priorities and objectives are required to contribute to the success of local and national outcomes. It is therefore the following outcomes that have influenced the priorities and objectives, against which the achievement of the priorities and objectives will be measured:

Local Fire and Rescue Outcomes:

- Our local communities will be safer from fires and other emergencies.
- Our local communities will have less risk of becoming casualties of fires and other emergencies.
- Our local communities will be less fearful of fire related crime and disorder.
- Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies.
- Our local heritage and environment will be better protected from harm.
- Our local firefighters will be safer, more informed about risk and better prepared to deal with fires and other emergencies when they occur in the local community.
- Our service will be continuously improving and delivering best value.

The City of Dundee Single Outcome Agreement, in particular:

- Outcome 7 – Our Communities will be safe and feel safe
- Outcome 7d) - We have improved safety of our local communities by reducing the risk to life property and the environment from fire

Scottish Government National Outcomes, in particular:

- Outcome 9 – we live our lives safe from crime, disorder and danger.
- Outcome 6 – we live longer, healthier lives.
- Outcome 11 – we have strong, resilient communities where people take responsibility for their own actions and how they affect others.
- Outcome 16 – our public services are high quality, continually improving, efficient and responsive to local people's needs.

PRIORITIES AND OBJECTIVES

1 - Reduce Casualties by 5%

Objectives for meeting the priority	Key activities for delivering the objectives
<p>Reduce the number of deaths and injuries from dwelling fires</p>	<ul style="list-style-type: none"> • We will continue to target our Home Fire Safety Visits to the communities most at risk from fire. • We will continue to work with partner agencies to identify, target and protect vulnerable members of the community who are most at risk from fire. • We will continue to champion the provision of sprinklers within new buildings as well as the provision of systems within identified high risk properties.
<p>Reduce the number of deaths and injuries from non-domestic property fires (other buildings and motor vehicles)</p>	<ul style="list-style-type: none"> • We will continue to ensure that all non-domestic premises are complying with the requirements of Part 3 of the Fire (Scotland) Act 2005 and target our audits using a risk based approach. • We will work with the business community to increase fire safety within relevant premises. • We will continue to work with our partners to target our resources in areas of greatest risk and deliver a range of interventions to make our communities safer.
<p>Reduce the number of deaths and injuries from road traffic collisions and other emergencies.</p>	<ul style="list-style-type: none"> • We will continue to work with our partner agencies to reduce the number of road traffic collisions by delivering local initiatives, aimed at particular high risk groups, which will promote key road safety messages. • We will consider innovative approaches to engaging with high risk groups.

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
<p>National Outcomes</p>	<ul style="list-style-type: none"> • We live our lives safe from crime, disorder and danger. • We live longer, healthier lives. • We have strong, resilient communities where people take responsibility for their own actions and how they affect others. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
<p>Single Outcome Agreement</p>	<ul style="list-style-type: none"> • Our Communities are safe and feel safe. • We have improved safety of our local communities by reducing the risk to life, property and the environment from fire. • We have improved road safety.

Local Fire and Rescue Outcomes	<ul style="list-style-type: none"> • Our local communities will be safer from fires and other emergencies. • Our local communities will have less risk of becoming casualties of fires and other emergencies. • Our service will be continuously improving and delivering best value.
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2 - Reduce Primary Fires by 5%

Objectives for meeting the priority	Key activities for delivering the objectives
Reduce the number of fires in non-domestic properties (other buildings and motor vehicles).	<ul style="list-style-type: none"> • We will ensure that we meet our legislative fire safety enforcement responsibilities and adopt a risk based approach to ensure relevant premises are complying with the law. • We will ensure that community safety education is undertaken at appropriate times throughout the year with our student community • We will continue to work with our partners utilising an intelligence led approach to target our resources in areas of greatest risk and deliver a range of interventions to make our communities safer.
Reduce the number of fires in dwellings.	<ul style="list-style-type: none"> • We will use intelligence to target our safety messages in areas of greatest risk • We will analyse historical data and tailor specific media campaigns to highlight causes of fires. • We will continue to deliver Home Fire Safety Visits to the communities identified as most at risk from fire • We will continue to work with partner agencies and members of the public to target and protect vulnerable members of the community who are most at risk from fire

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
National Outcomes	<ul style="list-style-type: none"> • We live our lives safe from crime, disorder and danger. • We live longer, healthier lives. • We have strong, resilient communities where people take responsibility for their own actions and how they affect others. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
Single Outcome Agreement	<ul style="list-style-type: none"> • Our Communities are safe and feel safe. • We have improved safety of our local communities by reducing the risk to life, property and the environment from fire.

Local Fire and Rescue Outcomes	<ul style="list-style-type: none"> • Our local communities will be safer from fires and other emergencies. • Our local communities will have less risk of becoming casualties of fires and other emergencies. • Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies. • Our local heritage and environment will be better protected from harm. • Our service will be continuously improving and delivering best value
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3 – Maintain Firefighter Safety and Operational Preparedness

Objectives for meeting the priority	Key activities for delivering the objectives
Maintain accurate operational risk information.	<ul style="list-style-type: none"> • We will ensure that our station personnel are familiar with the operational risks within the Dundee area by carrying out regular inspections in accordance with our duties in the Fire (Scotland) Act 2005. • We will ensure the gathering and delivery of accurate, timely and relevant operational risk information to our operational personnel.
Maintain risk critical core skills.	<ul style="list-style-type: none"> • We will ensure that all personnel undertake training in the risk critical core skills identified for their role within identified timescales. • We will ensure that identified development needs are addressed in order to maintain a competent workforce. • We will provide appropriate development opportunities to ensure that personnel possess the necessary skills to respond to foreseeable risks within the community.
Maintain availability of fire and rescue resources.	<ul style="list-style-type: none"> • We will maintain a succession plan to ensure the provision of established crewing levels at all stations in Dundee. • We will ensure dynamic monitoring of availability of personnel and resources in order to provide appropriate emergency response cover within the Dundee area.

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
National Outcomes	<ul style="list-style-type: none"> • We live our lives safe from crime, disorder and danger. • We live longer, healthier lives. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
Single Outcome Agreement	<ul style="list-style-type: none"> • Our Communities are safe and feel safe. • We have improved safety of our local communities by reducing the risk to life, property and the environment from fire.

Local Fire and Rescue Outcomes	<ul style="list-style-type: none"> • Our local communities will be safer from fires and other emergencies. • Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies. • Our local heritage and environment will be better protected from harm. • Our local firefighters will be safer, more informed about risk and better prepared to deal with fires and other emergencies when they occur in the local community. • Our service will be continuously improving and delivering best value.
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4 - Reduce Deliberate Fires by 5%

Objectives for meeting the priority	Key activities for delivering the objectives
Reduce the number of all deliberate primary fires (domestic properties, other buildings and motor vehicles).	<ul style="list-style-type: none"> • We will continue to adopt a multi-agency approach to tackle and eliminate deliberate fire setting by using a range of diversionary activities and education initiatives. • We will continue to work with the police and other agencies (where appropriate) to conduct joint fire investigations to establish the cause of fires. • We will continue to work with residents and housing providers to address the issues of combustible materials stored within common closes/stairwells which can often result in deliberate fire setting activity.
Reduce the number of deliberate secondary fires (includes refuse fires).	<ul style="list-style-type: none"> • We will continue to educate young people and conduct appropriate youth engagement and diversionary activities to promote responsible citizenship and reduce fire related anti-social behaviour. • We will continue to use our Firesetter Intervention and Re-education Scheme which positively engages with young firesetters. • We will continue to work in partnership and deliver joint safety presentations within schools using an evidence based approach.

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
National Outcomes	<ul style="list-style-type: none"> • We live our lives safe from crime, disorder and danger. • We live longer, healthier lives. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
Single Outcome Agreement	<ul style="list-style-type: none"> • Our Communities are safe and feel safe. • We have improved safety of our local communities by reducing the risk to life, property and the environment from fire.

Local Fire and Rescue Outcomes	<ul style="list-style-type: none"> • Our local communities will have less risk of becoming casualties of fires and other emergencies. • Our local communities will be less fearful of fire related crime and disorder. • Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies. • Our local heritage and environment will be better protected from harm. • Our service will be continuously improving and delivering best value.
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5 – Reduce Emergency Special Service Calls (ESSC) by 5%

Objectives for meeting the priority	Key activities for delivering the objectives
Reduce the impact of flooding incidents	<ul style="list-style-type: none"> • We will share intelligence and work with our community safety partners to provide essential advice to assist in mitigating the impact of flooding. • We will identify areas susceptible to flooding and pre-plan for dealing with such events. • We will encourage and enhance community resilience in conjunction with partner agencies.
Reduce the number of other types of ESSC	<ul style="list-style-type: none"> • We will use the outcomes of our analysis of historical incident data and work with various partner agencies to reduce these types of incidents. • We will provide advice and guidance on protecting commercial and domestic properties from burst pipes and leaks. • We will work with premises prone to lift/ elevator breakdowns and provide advice on how to mitigate and resolve these incidents.

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
National Outcomes	<ul style="list-style-type: none"> • We live our lives safe from crime, disorder and danger. • We live longer, healthier lives. • We have strong, resilient communities where people take responsibility for their own actions and how they affect others. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
Single Outcome Agreement	<ul style="list-style-type: none"> • Our Communities are safe and feel safe.
Local Fire and Rescue	<ul style="list-style-type: none"> • Our local communities will be safer from fires and other emergencies.

Outcomes	<ul style="list-style-type: none"> • Our local communities will have less risk of becoming casualties of fires and other emergencies. • Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies. • Our local heritage and environment will be better protected from harm. • Our service will be continuously improving and delivering best value.
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6 – Reduce Unwanted Calls by 10%

Objectives for meeting the priority	Key activities for delivering the objectives
Reduce the number of malicious false alarm calls	<ul style="list-style-type: none"> • We will continue to educate young people and conduct appropriate youth engagement and diversionary activities to promote responsible citizenship and reduce fire related anti-social behaviour. • We will continue to work with our community partners such as police and schools to provide education to young people on the dangers and consequences of making hoax and malicious calls. • We will continue to report malicious false alarm call details to the police for further investigation.
Reduce the number of false alarm calls due to Unwanted Fire Signals (UwFS) from non-domestic premises	<ul style="list-style-type: none"> • We will work with owners and occupiers of commercial premises at a local level to provide advice and guidance in the reduction of unwanted fire alarm signals • We will identify premises with high instances of unwanted fire alarm signals and ensure that they comply with the requirements of the Fire (Scotland) Act 2005 • We will ensure that community safety education is undertaken at appropriate times throughout the year with our student community and will work with the accommodation providers and highlight issues.

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
National Outcomes	<ul style="list-style-type: none"> • We have strong, resilient communities where people take responsibility for their own actions and how they affect others. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
Single Outcome Agreement	<ul style="list-style-type: none"> • Our Communities are safe and feel safe.
Local Fire and Rescue Outcomes	<ul style="list-style-type: none"> • Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies. • Our service will be continuously improving and delivering best value.

7 – Increase Working Smoke Alarm Ownership by 5%

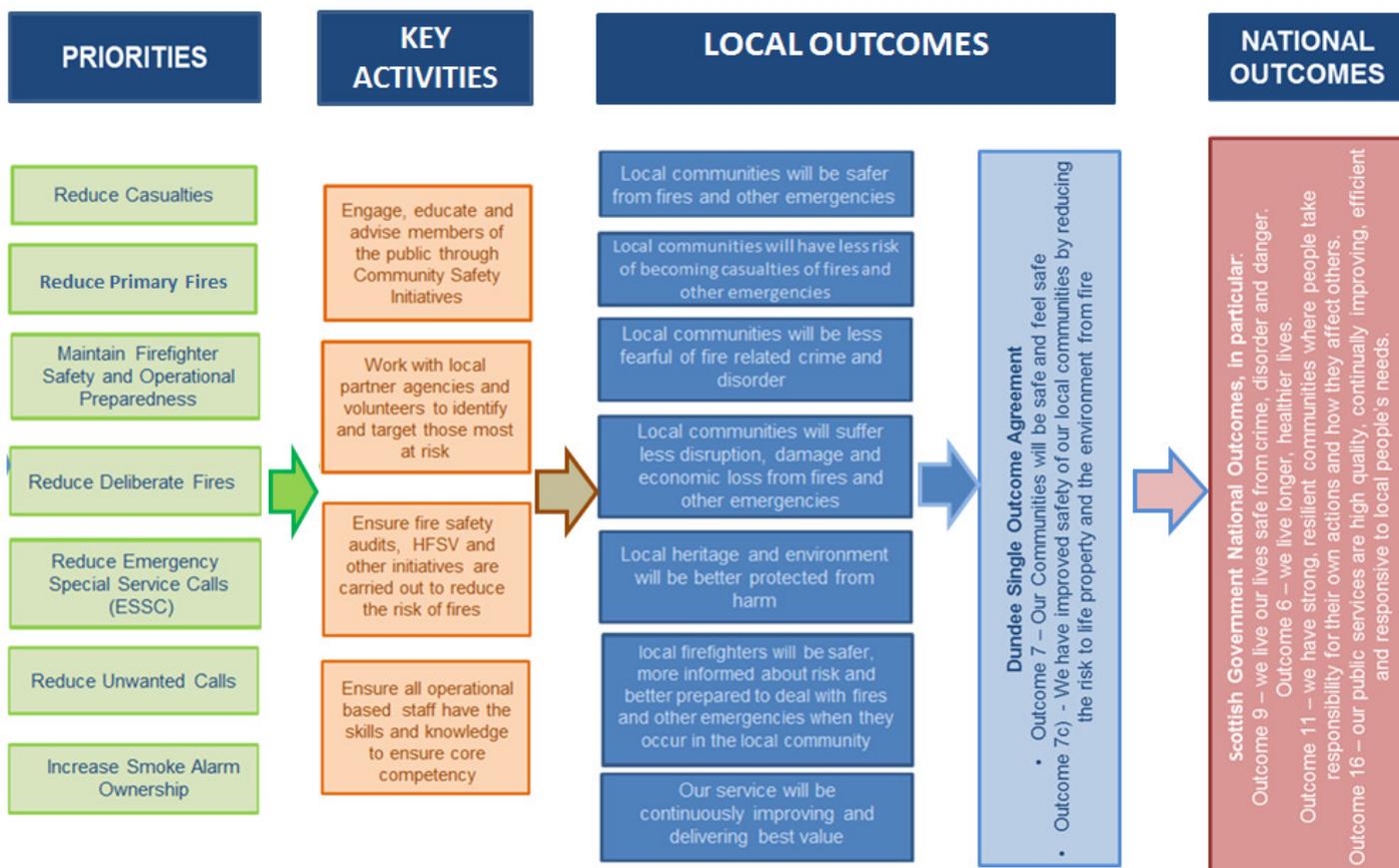
Objectives for meeting the priority	Key activities for delivering the objectives
<p>Increase the number of dwellings fitted with smoke alarms</p>	<ul style="list-style-type: none"> • We will continue to deliver our Home Fire Safety Visits to the communities of Dundee, and where appropriate, provide and fit free smoke alarms. • We will continue to ensure that landlords comply with their legislative requirements to provide appropriate smoke alarms in the properties they lease. • We will work with our partners to ensure that individuals who have difficulty hearing conventional smoke alarms are provided with suitable alternatives. • We will continue to inform and educate our communities, utilising a variety of methods including the use of local media, the benefit of having working smoke alarms and raising awareness of our free Home Fire Safety Visit service.

Outcomes	By meeting the priority and objectives we will have contributed to the following outcomes:
<p>National Outcomes</p>	<ul style="list-style-type: none"> • We live our lives safe from crime, disorder and danger. • We live longer, healthier lives. • We have strong, resilient communities where people take responsibility for their own actions and how they affect others. • Our public services are high quality, continually improving, efficient and responsive to local people's needs.
<p>Single Outcome Agreement</p>	<ul style="list-style-type: none"> • Our Communities are safe and feel safe. • We have improved safety of our local communities by reducing the risk to life, property and the environment from fire.
<p>Local Fire and Rescue Outcomes</p>	<ul style="list-style-type: none"> • Our local communities will be safer from fires and other emergencies. • Our local communities will have less risk of becoming casualties of fires and other emergencies. • Our local communities will suffer less disruption, damage and economic loss from fires and other emergencies. • Our service will be continuously improving and delivering best value.

Summary of Priorities and Objectives

Diagram 5 summarises the process of how the local fire and rescue priorities and objectives and key activities for delivering them, will contribute towards successful local outcomes (Local Fire and Rescue Outcomes and Single Outcome Agreements) and therefore support national outcomes (Scotland Performs).

Diagram 5



GOVERNANCE

Governance Arrangements for the Local Fire and Rescue Plan

Governance within the context of delivering an effective local fire and rescue service is concerned with responsibilities and accountabilities and how the local fire and rescue service will be scrutinised for effective performance against the delivery of the local priorities and objectives and desired outcomes.

The Dundee City Council Policy and Resources Committee will have responsibility for overseeing the efficient and effective delivery of the priorities and objectives in the Dundee City Local Fire and Rescue Plan. The membership of the committee is made up of 29 Councillors and is chaired by the leader of the Dundee City Council. The Local Senior Officer will be held to account by the Policy and Resources Committee for preparing the Dundee City Local Fire and Rescue Plan in consultation with locally elected members, and community planning partners, and then submitting it for approval by the committee.

Reporting Mechanisms

A quarterly performance report will be prepared by the Local Senior Officer for submission to the Dundee Policy and Resources Committee in July, November, January and April of each year. This will allow the committee to review progress being made against the priorities and objectives, and to make recommendations on any remedial action necessary. The quarterly performance reports will also be made available to a wider audience through the Dundee City Council Website and Scottish Fire and Rescue Website.

An Annual Performance Report will be produced and submitted to the Dundee City Council Policy and Resources Committee in May/June of each year, reporting on activities and progress relating to the previous financial year.

PERFORMANCE MANAGEMENT

Supporting the governance and scrutiny of the Dundee City Local Fire and Rescue Plan, are robust performance management arrangements, which will ensure that progress towards achieving the local priorities and objectives, and desired outcomes can be demonstrated to the Dundee Policy and Resources Committee, our partners and, more importantly, to our communities.

The suite of 15 performance indicators detailed in Table 2 below have been agreed by the committee as the measures that will be used to monitor progress towards achieving the local priorities and objectives, and desired outcomes.

An analysis of trend incident data has been conducted to ensure that targets set against the performance indicators are realistic and achievable. The performance indicators will also form the basis of the quarterly performance report, which will be used by the Dundee City Council Policy and Resources Committee to review progress.

Table 2

Local Area Performance Indicators (LAPI)		Linked Priorities	2010-11 Actual	2011-12 Actual	2012-13 Forecast	2013-14 Target
LAPI 1	No. of Fatalities arising from fires	1	4	2	2	0
LAPI 2	No. of injuries arising from fires	1	43	50	59	56
LAPI 3	No. of dwelling fires	2	332	275	278	264
LAPI 4	No. of other primary fires (includes non-domestic buildings and motor vehicles)	2	197	168	120	114
LAPI 5	% of operational personnel who have retained currency of risk critical core skills	3	TBC	TBC	TBC	TBC
LAPI 6	No. of deliberate primary fires	4	102	93	73	69
LAPI 7	No. of deliberate secondary fires	4	815	594	375	356
LAPI 8	No. of Emergency Service Special Call incidents (includes Road Traffic Collisions and Flooding)	5	482	381	318	302
LAPI 9	No. of malicious false alarm calls	6	150	146	111	106
LAPI 10	No. of Unwanted Fire Signal calls from non-domestic premises	6	1970	1881	1913	1721
LAPI 11	% of Dwelling fires where smoke detector operated	7	52%	47%	48%	53%
LAPI 12	No. of Home Fire Safety Visits	1 & 2	6158	7244	7054	TBC
LAPI 13	No. of Legislative Fire Safety Audits	1 & 2	1480	917	1000	1000
LAPI 14	No. of all work related injuries reported	3	22	27	24	20
LAPI 15	No. of acts of violence against firefighters	3	7	8	1	0

N.B - 2012-13 data has been forecasted due to the reporting period not yet being concluded. Also, due to changes in geographical reporting, some targets and data were still to be confirmed (TBC) at time of the draft plan being published for submission to the committee. The actual data for 2012-13 and any subsequent refinements to targets will therefore be published in the final plan.

CONTACT DETAILS

All contacts relating to this plan should be directed to:

The Performance and Planning Section

Address:

**Macalpine Fire Station
Macalpine Road
Dundee
DD2 5PA**

Telephone: 01382 825295

Email: performanceandplanning@taysidefire.gov.uk

If you wish to comment on this plan or wish the content of this publication or sections of it to be made available in an alternative format or translated into another community language please contact us.

EQUALITY STATEMENT

We work together with partner agencies to make the local communities of Dundee a safer place to live, work and visit.

While we acknowledge that all communities have different needs and aspirations, every individual and / or group is entitled to access the services we provide and we make every effort to ensure this is the case.

We treat all our service users with dignity and respect regardless of:

- Race
- Sex
- Age
- Disability
- Sexual Orientation
- Religion or belief
- Gender reassignment
- Pregnancy & maternity
- Marriage & civil partnership

Throughout the course of our interactions with the communities of Dundee we will look to eliminate unlawful discrimination, advance equality of opportunity and foster good relations between individuals and groups.

During any community event we will endeavour to ensure that those with specific needs are accommodated, so they can participate fully.

The literature we provide, including this plan can be made available in an alternative format or language if specifically requested.

All of our relevant policies, procedures and projects have been equality impact assessed and are available for viewing if requested.



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(Revised Dec 2011)

TAYSIDE FIRE AND RESCUE
EQUALITY IMPACT ASSESSMENT
SECTION ONE – INITIAL ASSESSMENT

Name of function or policy: Dundee City Local Fire and Rescue Plan

Reference Number: N/A

Version Number: 1

Department: Community Safety and Risk Management

Is the document being analysed: New or Existing
(Please tick as appropriate).

If it is an existing document has a Full Impact Assessment been carried out previously?
Yes No
(Please tick as appropriate)

PART 1: IDENTIFYING THE AIMS/PURPOSE

What is the main purpose of the function/policy?

As a key element of the Local Scrutiny and Engagement Arrangements set out in the Police and Fire Reform Act, the Dundee City Local Fire and Rescue Plan sets out the priorities for reducing risk in the Dundee City area. It contributes to the wider plans of the Community Planning Partnership (CPP) and Single Outcome Agreements (SOA), and through consultation and engagement with the community aims to ensure that local needs are reflected in the priorities of the plan.

List the main activities of the function/policy (for strategies list the main policy areas):

- 1) Understanding of how the local fire and rescue priorities and objectives were set.
- 2) Outline of the priorities and objectives, and outcomes they aim to support
- 3) Governance arrangements for scrutinising and reporting on the progress of the plan
- 4) Performance Management arrangements for measuring the success of the plan

Who is the function/policy intended to benefit?

The communities of Dundee City

What outcomes is the function/policy trying to achieve?

There are many outcomes that the Dundee City Local Fire and Rescue Plan aims to achieve, in particular the supporting of national outcomes set by the Scottish Government, the outcomes set out in the Dundee City Single Outcome Agreement and local fire and rescue outcomes as detailed in the Dundee City Local Fire and Rescue Plan.

Who are the main stakeholders in relation to this?

a) Internal

All staff, in particular community safety staff who engage with the communities of Dundee, the Leaders of the Scottish Fire and Rescue Service when it comes into being and the accredited associations

b) External

Locally Elected Members, Partner Agencies, the communities of Dundee, Businesses, and Leaders of the Dundee City Council

PART 2: ASSESSING THE IMPACT

Using the table below indicate by placing a tick in the appropriate box:

- a) where you think that the function/policy could have a negative impact on any of the equality target groups, i.e. it could disadvantage them
- b) where you think that the function/policy could have a positive impact on groups or contribute to promoting equality, equal opportunities or improving relations within equality target groups

Equality groups	Positive Impact	Negative Impact	No	Reason/Evidence for this
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan
Gender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan
Religion/Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan

Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan
Those with caring responsibilities/dependents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan
Gender Reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	the priorities within the plan aims to target all the communities of Dundee - see equality statement at the back of the plan

Based on the above information will this function/policy have implications for, or will it affect the promotion of, equality?

Yes No

Can this be justified on the grounds of promoting equality of opportunity for one group (due to legislation or any other reason)?

Yes No

If yes, please provide further information

--

Who will have overall responsibility for implementing the function/policy?

Local Senior Officer for Dundee City

Are other departments involved with this function/policy?

Yes No

If yes, please detail:

All departments of the organisation will support the priorities and objectives set out in the Dundee City Local Fire and Rescue Plan.

Are other organisations/groups involved in the implementation of this function/policy?

Yes No

If yes, do these organisations/groups need to be involved with this Impact Assessment?

Yes No

Completed by (name and job title):

Roy Dunsire - Group Manager Risk Management Department

Signed:

Date:

26/02/2013

Head of Department (name and job title):

Dave Stapley - Local Senior Officer for Dundee City

Signed:

Date:

26/02/2013

Does this initial assessment lead you to think that further assessment is required:

Yes No

If no, complete Section 4 – monitoring sheet

If yes, please move to Section 2 - Partial Impact Assessment

Please place a tick in the appropriate box

TAYSIDE FIRE AND RESCUE

EQUALITY IMPACT ASSESSMENT

SECTION TWO – PARTIAL IMPACT ASSESSMENT

Refer to Part 2 of Section 1 - Assessing the impact
If you have indicated that there is a negative impact on any group is that impact? LEGAL (i.e. it is not discriminatory under anti-discriminatory legislation)
Yes <input type="checkbox"/> No <input type="checkbox"/>
INTENDED
Yes <input type="checkbox"/> No <input type="checkbox"/>
Level of Impact
High <input type="checkbox"/> Low <input type="checkbox"/>

Could you minimise or remove any negative impact?
Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, provide details:

Could you improve the function/policy's positive impact?
Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, provide details:

What are the potential risks associated with the function/policy in relation to the impact it may have?

Expert Advice

Are there any experts or relevant groups who you can approach to explore their views on the issues?
Yes <input type="checkbox"/> No <input type="checkbox"/>

If yes please list the relevant experts/groups noting from the list below the methods to be used for obtaining their views:

Relevant expert/group	Date contacted	Letter	Telephone	Interview	Workshop	Meetings	Questionnaire	Other
		<input type="checkbox"/>						
		<input type="checkbox"/>						
		<input type="checkbox"/>						

Please attach relevant information from the meetings/discussions with these experts/groups.

DATA COLLECTION

<p>Do you have data available which monitors the impact of the policy on minority groups? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>If yes, please provide further information.</p>
<p>If not, please explain how you intend to continue monitoring the impact of this function/policy?</p>

Completed by (name and job title):	
Signed:	Date:
Head of Department (name and job title):	
Signed:	Date:

<p>Does this partial assessment lead you to think that further assessment is required: Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>If no, complete Section 4 – Monitoring Sheet</p>
<p>If yes, complete Section 3 - Full Impact Assessment and Section 4 –Monitoring Sheet</p>

TAYSIDE FIRE AND RESCUE

EQUALITY IMPACT ASSESSMENT

SECTION THREE – FULL IMPACT ASSESSMENT

CONSULTATION

What previous consultation on this function/policy been carried out?

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How was consultation undertaken?

Please provide full details on the type of consultation, who was involved, the reasons for particular experts/groups being involved, as well as the methods used.

--

What did the consultation indicate about the negative impact of this function/policy?

Equality groups	Summary of consultation carried out or planned
Race	
Gender	
Disability	
Religion/Belief	
Sexual Orientation	
Age	
Those with caring responsibilities/dependents	
Gender Reassignment	

Please detail below a future plan of action due to the consultation process:

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Completed by (name and job title):

Signed:

Date:

Head of Department (name and job title):

Signed:

Date:

Please now complete Section 4

TAYSIDE FIRE AND RESCUE
EQUALITY IMPACT ASSESSMENT
SECTION FOUR - MONITORING

What will be monitored?
The the performance of the local fire and rescue service at achieving the priorities set out in the plan
Please specify the mechanisms of monitoring:
performance will be monitored internally on a monthly basis and quarterly via the Dundee City Council Policy and Resources Committee.

Review date for this function/policy: September 2013

Completed by (name and job title): Roy Dunsire - Group Manager Risk Management Department	
Signed:	Date: 26/02/2013
Head of Department (name and job title): Dave Stapley - Local Senior Officer Dundee City	
Signed:	Date: 26/02/2013

Once complete please email a copy and send a signed hard copy of all completed sections to the Equality and Policy Advisor