

STRATHCLYDE  
FIRE & RESCUE



**STRATHCLYDE FIRE & RESCUE**  
**CUMBERNAULD STATION PLAN**  
**2007 - 2008**

**North Lanarkshire Area**

*mlp*

**OPERATIONS DIRECTORATE**



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## Introduction

This Station Plan for Cumbernauld Fire Station is intended to meet the needs of the local community and of station-based personnel; it also forms an integral part of the Area Plan of the now established North Lanarkshire Area. These integrated plans are intended to link to Strathclyde Fire & Rescues Integrated Risk Management Plan and its corporate vision of

***“Making our communities safe places to live, work and visit”***

This therefore places a duty upon all personnel to contribute to the corporate vision by requiring them to develop strategies and ensure all activities contribute to:

1. **Minimising the effects of fire and other emergencies**
2. **Reflecting the community’s need for Fire and Rescue Services**
3. **The effective administration of Fire Safety Legislation**
4. **The achievement of fairness and equality in the treatment all staff and service users**
5. **The promotion of health, safety and welfare**
6. **Communicating with stakeholders and staff to inform on Fire and Rescue Service activity and to seek opinion on the delivery of services**
7. **Making best use of all resources**

This plan also takes cognisance of the statutory duties placed upon the Fire & Rescue Service by virtue of the Local Government (Scotland) Act 2003. Such duties relate to Community Planning, Community Well-being and Best Value, i.e. continuous improvement, customer/citizen focus, equality and public performance reporting.

As a participant in the community planning process, this Station Plan also recognises the requirement to compliment the Neighbourhood Improvement Plan and the Community Plan of the North Lanarkshire Community Planning Partnership which states ***“North Lanarkshire will be a place where partnership working builds on the existing strengths in our community to develop services which meet the needs of all our citizens creating a sustainable environment and better quality of life.”***

## Aim

This plan will seek to engage personnel with the local community by proactive activities and the implementation of risk reduction measures within targeted areas with the aim of reducing:

- Domestic fires.
- Serious non-fatal casualties from fire
- Malicious secondary fires
- Unwanted fire signals.
- Malicious calls.
- Incidence of wilful fire-raising
- Other incidents of Anti Social Behaviour
- Road Traffic Collisions
- Fires in Industrial/Commercial Premises

Additionally this plan seeks to improve service delivery by effective performance management by effectively: -

- Managing attendance
- Identifying personnel development needs
- Developing personnel to meet their, and the organisations needs
- Maintaining operational competencies
- Implementating risk reduction measures
- Promoting Best Value

# Objectives

## Community Safety

- Reduce accidental dwelling fires in station area
- Reduce fire injuries (fatal and non-fatal)
- Reduce the incidences of anti-social behaviour
- Reduce the number of R.T.C's within the station area
- Reduce the number of unwanted fire signals

## Personnel

- Ensure establishment on each watch is sufficient to maintain crewing levels
- Ensure the adequate supervision of support personnel
- Manage attendance levels

## Development

- Agree personal development with all staff undergoing development
- Arrange realistic training events
- Arrange training for risks in Community Risk Register Operations

## Operations

- Compile Community Risk Register
- Agree Risk Register and determine priorities
- Ensure appropriate operational response to each risk

## Technical Services

- Review Station vehicle requirements
- Complete annual property audit

## Finance

- Agree areas of priority in terms of spending for fiscal year
- Investigate areas of overspend in past year and redress situation
- Monitor stock levels and efficiency measures to identify improvements
- Investigate use of petty cash account and integrity of system of reimbursement
- Monitor and control incidences of pre arranged overtime

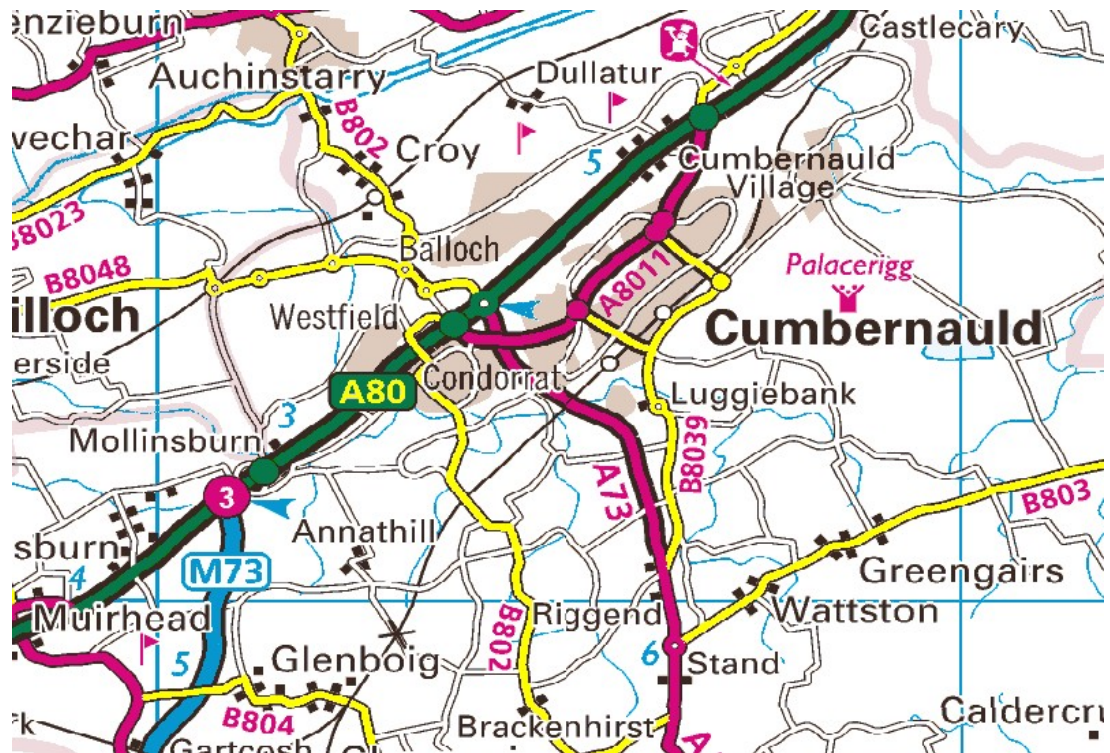
## Strategic Planning

- Arrange and chair annual Health & Safety meeting
- Ensure performance management methodology is being implemented
- Carry out Best Value audit of station staffing

## Station area Profile

Cumbernauld is located to the northerly boundary of North Lanarkshire Council area and covers 45 Square kilometres. The station provides fire cover to Cumbernauld's three council wards, as well as the areas of Mollinsburn, Moodiesburn and Croy.

The station area also covers the busy M73 motorway and the north corridor of the A80, as well as the complex series of local roadways.



Housing is a mix of private/public sector, pre/post war houses and flats up to seven storeys in height, with large areas of two storey housing throughout. There are 12 blocks of residential flats, up to 12 storeys in height.

The total amount of households served by Cumbernauld Fire Station is 21,324.

Industry is predominantly located on the many modern model industrial estates. Outwith the urban areas, industry is predominantly agriculture and forestry.

## Risk Portfolio

Cumbernauld is home to a wide and varied array of premises (290 commercial premises in the area are require a Fire Certificate).

Below is a snapshot of some premises that are categorised as Risk Premises:

**Broadwood Stadium**

Football Stadium & Function Rooms  
Seating Capacity 8000

**Cumbernauld Airport**

Catering for Light Aircraft and Helicopters.  
The Airport contains its own fuel supplies and deals with incoming and outgoing Air Traffic via the Control Tower.

**Cumbernauld Theatre**

Seating Capacity 400.

**Co-op Distribution Centre**

Wardpark Industrial Estate.  
This site houses a LPG fuelling site for LPG driven Heavy Goods Vehicles.

**Cumbernauld Town Centre** is a major daytime risk along with the adjacent **Fleming House**, which is home to North Lanarkshire Council Offices.

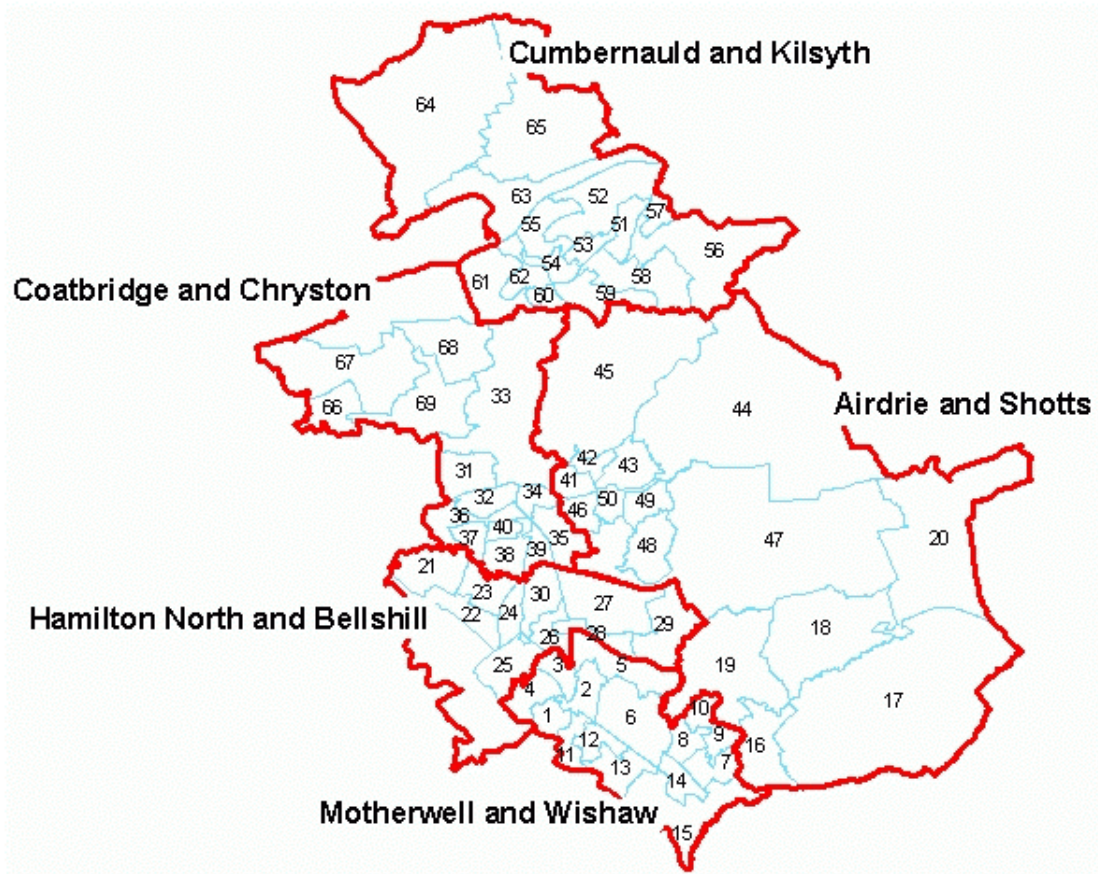
The town centre area is also home to **Cumbernauld College**. Other educational risks are **5 Secondary Schools, 17 Primary Schools** and **1 Special Needs School**.

The Station Area currently has 290 commercial premises that require a Fire Certificate, a statutory requirement under the Fire Precautions Act.

## Political Profile

The station area population in 2001 was 56,301.

Table 1 below demonstrates the distribution of population among the council wards of the area.



WARD	POPULATION
Abronhill Central and North	4,939
Abronhill South	4,352
Balloch East and Ravenswood	4,844
Balloch West, Blackwood East and Craigmarloch	4,935
Carbrain East	4,618
Carbrain West and Greenfaulds	4,501
Condorrat Central	4,607
Condorrat North and Westfield	4,644
Kildrum and Park	4,318
Moodiesburn East and Blackwood West	4,923
Seafar and The Village	4,361
Westerwood, Carrickstone and Dullater	5,259
<b>TOTAL POPULATION</b>	<b>56,301</b>

## **AGE**

The areas population is within plus 1% and minus 2% of the Scottish profile in each age group banding. (Based on information which can be found on NLC website).

## **ETHNICITY**

The area has a lower than Scottish average proportion of minority ethnic groups within its population.

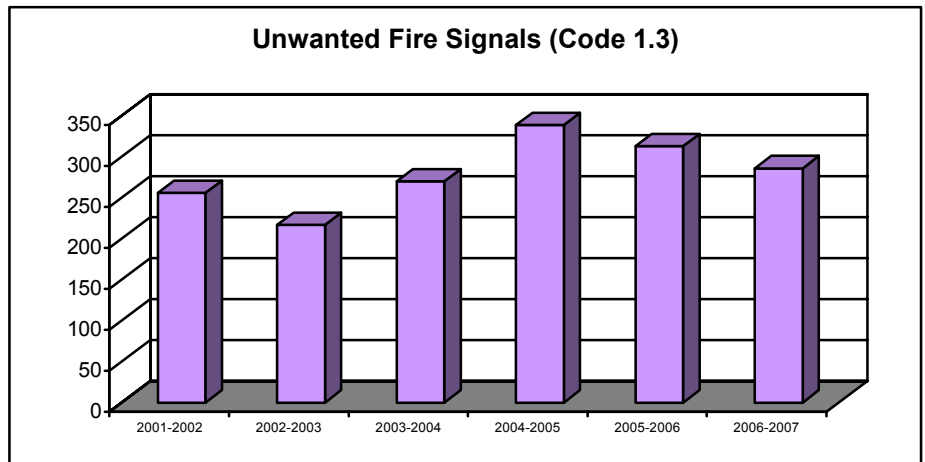
## **EMPLOYMENT**

Employment within the Cumbernauld area is provided by employers in light engineering, computer, paint, electronics, clothing and chemical manufacturing, printing and storage/distribution, aircraft repair/storage (Cumbernauld Airfield).

## Operational Activity

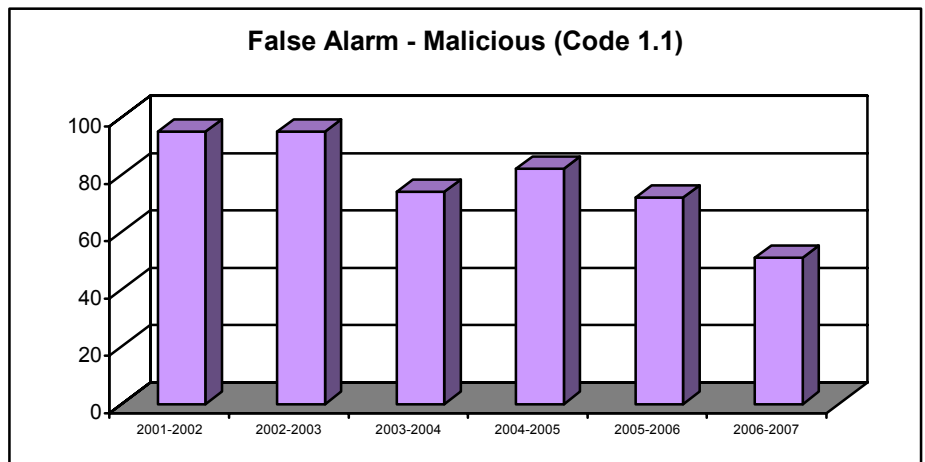
### Unwanted Fire Signals (Code 1.3)

Year	Total
2001 - 2002	256
2002 - 2003	217
2003 - 2004	270
2004 - 2005	339
2005 - 2006	313
2006 - 2007	286



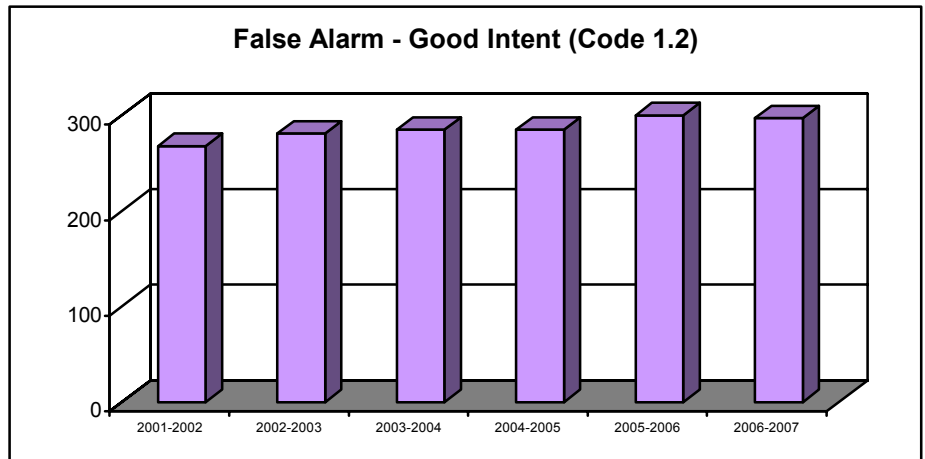
### False Alarm - Malicious (Code 1.1)

Year	Total
2001 - 2002	95
2002 - 2003	95
2003 - 2004	74
2004 - 2005	82
2005 - 2006	72
2006 - 2007	51



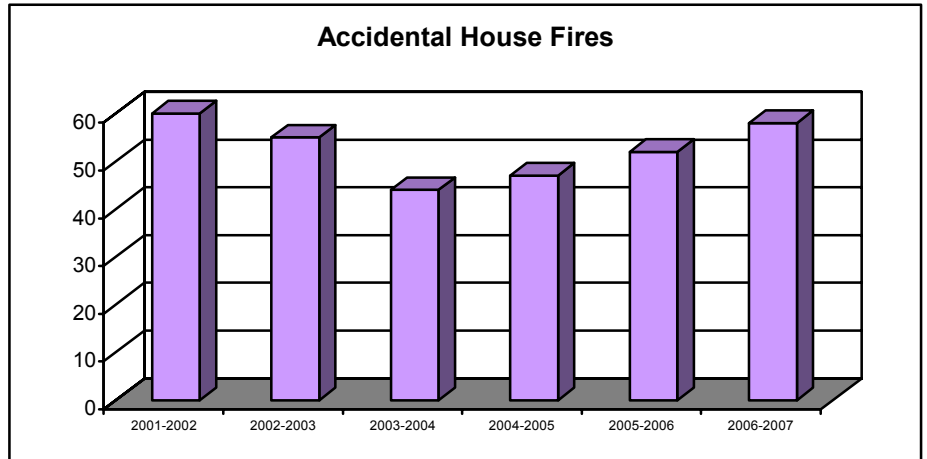
### False Alarm - Good Intent (Code 1.2)

Year	Total
2001 - 2002	268
2002 - 2003	281
2003 - 2004	285
2004 - 2005	285
2005 - 2006	302
2006 - 2007	297



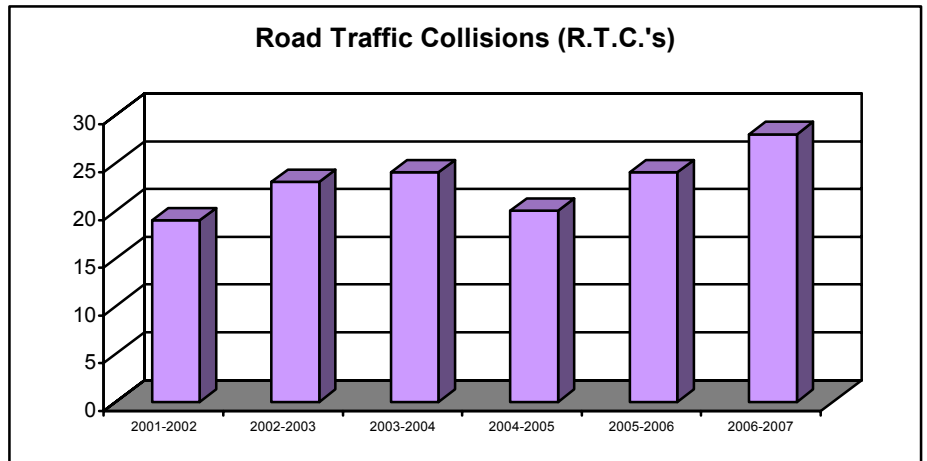
### Accidental House Fires

Year	Total
2001 - 2002	60
2002 - 2003	55
2003 - 2004	44
2004 - 2005	47
2005 - 2006	52
2006 - 2007	58



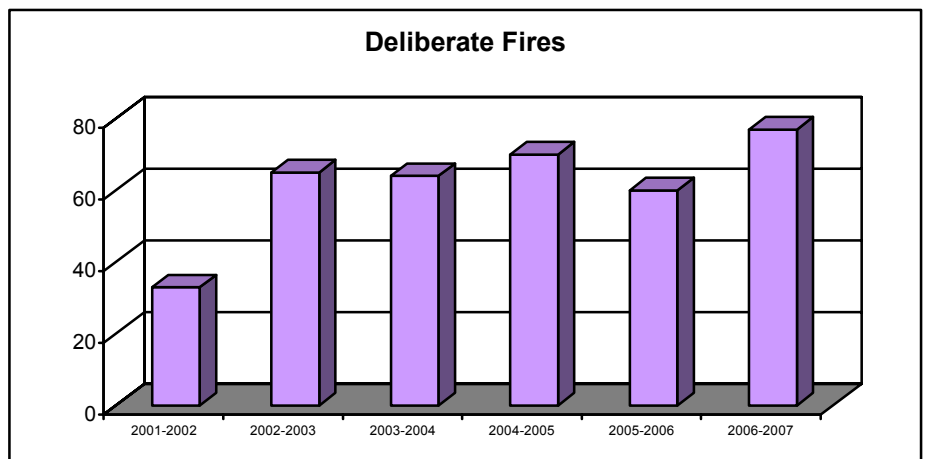
### Road Traffic Collisions (R.T.C.'s)

Year	Total
2001 - 2002	19
2002 - 2003	23
2003 - 2004	24
2004 - 2005	20
2005 - 2006	24
2006 - 2007	28



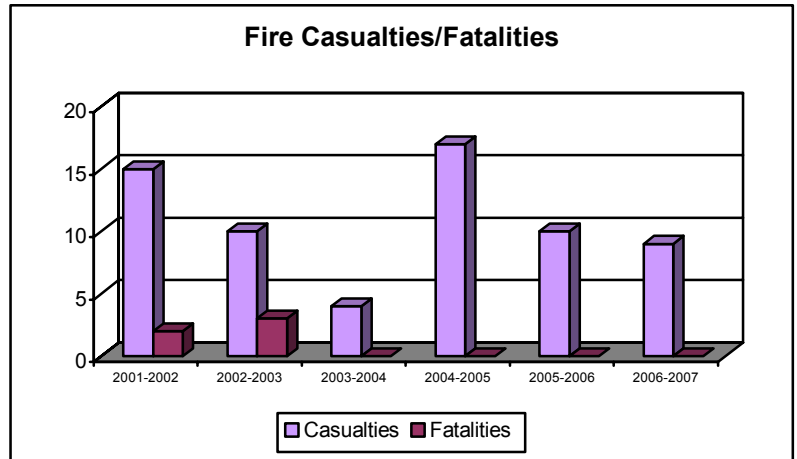
### Deliberate Fires

Year	Total
2001 - 2002	33
2002 - 2003	65
2003 - 2004	64
2004 - 2005	70
2005 - 2006	60
2006 - 2007	77



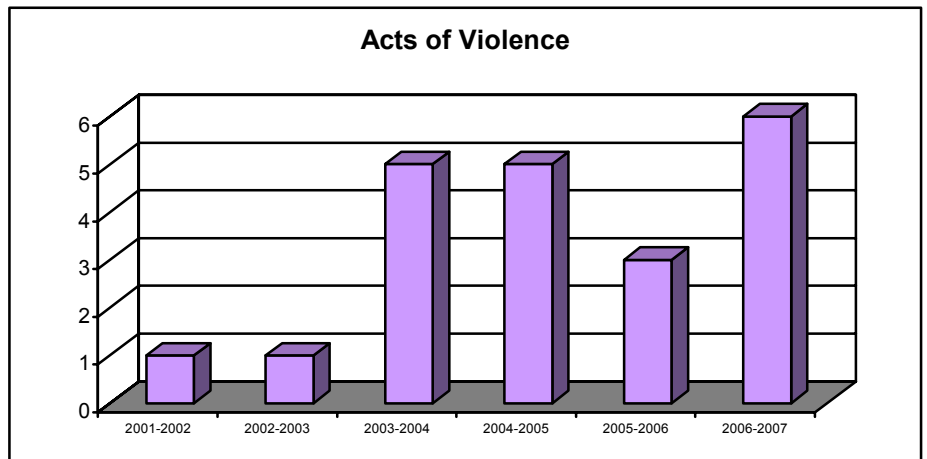
### Fire Casualties

Year	Casualties	Fatalities	Total
2001 - 2002	15	2	17
2002 - 2003	10	3	13
2003 - 2004	4	0	4
2004 - 2005	17	0	17
2005 - 2006	10	0	10
2006 - 2007	9	0	9



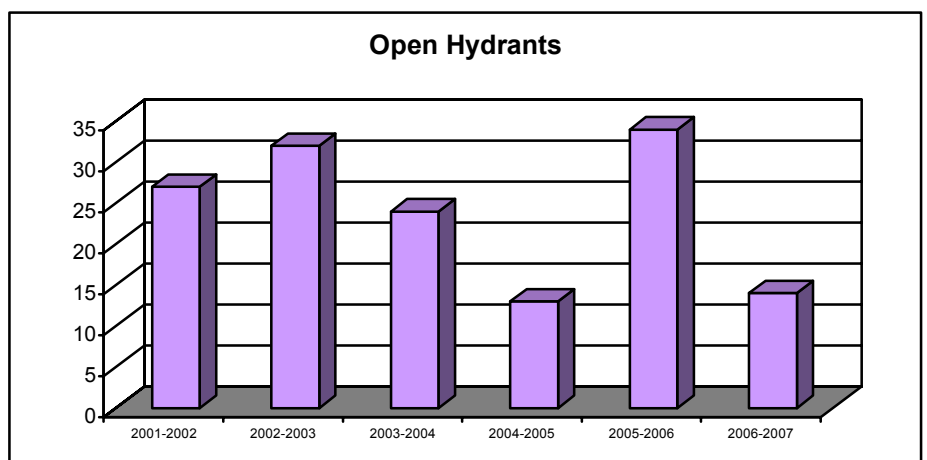
### Acts of Violence

Year	Total
2001 - 2002	1
2002 - 2003	1
2003 - 2004	5
2004 - 2005	5
2005 - 2006	3
2006 - 2007	6



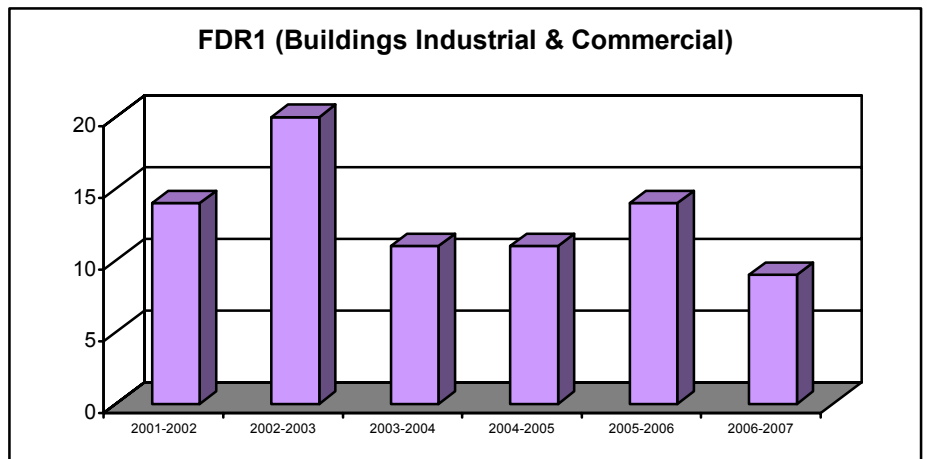
### Open Hydrants

Year	Total
2001 - 2002	27
2002 - 2003	32
2003 - 2004	24
2004 - 2005	13
2005 - 2006	34
2006 - 2007	14



**FDR1  
(Buildings Industrial &  
Commercial)**

Year	Total
2001 - 2002	14
2002 - 2003	20
2003 - 2004	11
2004 - 2005	11
2005 - 2006	14
2006 - 2007	9



## **OTHER SUPPORTING DOCUMENTATION**

- Community Safety Partnership - Scottish Executive website
- Local Area Partnership documents
- Age Concerns Development Plan 2001 -2005
- National Community Fire Safety Centre – Toolkit
- North Lanarkshire website

**ACTION PLAN: COMMUNITY SAFETY (includes anti-social behaviour reduction & regeneration issues)**

<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Reduction in fire injuries	<b>NL1</b> Reduce fire injuries by 7% (includes fatal and non fatal injuries as one statistic)	Oversee, develop and manage SFR Policies, including Home Fire Safety Visits and Vulnerable persons policy	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR and the NLP, this action will achieve safer communities	1,2,3,7	31 <sup>st</sup> March, 2008
Reduction in fire damage to natural and built environment	<b>NL2</b> Reduce accidental house fires by 3%	Deliver services in line with SFR policies and NLP target	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR and the NLP, this action will achieve safer communities	1,2,4,5,7	31 <sup>st</sup> March, 2008
Reduction in fire injuries. Reduction in fire damage to built environment	<b>NL3</b> Increase the number of HFSVs by 10%	Work in partnership to target activity at high risk/vulnerable persons	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR and the NLP, this action will achieve safer communities	1,2,5,7	31 <sup>st</sup> March, 2008
Reduction of fires in non-domestic premises	<b>NL4</b> Reduce fires in non-domestic premises by 2.5%	Strengthen communication links between community safety and operational staff to ensure identification of trends and take appropriate action	Group Manager Station Manager Watch Manager	Effectively administering Fire Safety legislation	1,2,3,5,7	31 <sup>st</sup> March, 2008
Reduction of fires in non-domestic premises	<b>NL5</b> Reduce the number of deliberate primary fires by 4%	Deliver services in line with SFR policies and NLP target	Group Manager Station Manager Watch Manager	Effectively administering Fire Safety legislation	1,2,3,5,7	31 <sup>st</sup> March, 2008

**ACTION PLAN: COMMUNITY SAFETY (includes anti-social behaviour reduction & regeneration issues)**

<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Reduce anti-social behaviour	<b>NL6</b> Reduce the number of secondary fires by 4%	Develop SFR participation in regeneration and anti-social behaviour reduction agenda	Group Manager Station Manager Watch Manager	Reduce anti-social behaviour, make communities safer	1,2,5,7	31 <sup>st</sup> March, 2008
Reduce anti-social behaviour	<b>NL7</b> Reduce malicious fire/emergency calls by 5%	Develop SFR participation in anti-social behaviour reduction agenda	Group Manager Station Manager Watch Manager	Reduce anti-social behaviour, make communities safer	1,2,3,5,7	31 <sup>st</sup> March, 2008
Reduce the number of false alarms good intent	<b>NL 8</b> Reduce the number of false alarms good intent by 5%	Oversee the management and delivery of SFR policies and actively monitor area incident rates	Group Manager Station Manager Watch Manager	Increase in appropriate actions by building occupiers, less blue light journeys	1,2,3,5,7	31 <sup>st</sup> March, 2008
Reduction in number of unwanted fire signals	<b>NL9</b> Reduce number of unwanted fire alarm signals by 5%	Oversee the management and delivery of SFR policies and actively monitor area incident rates	Group Manager Station Manager Watch Manager	Increase in appropriate actions by building occupiers, less blue light journeys	1,2,3,5,7	31 <sup>st</sup> March, 2008
Reduction in number of road traffic collisions	<b>NL10</b> Reduce the number of road traffic collisions where SFR services are used by 2%	Oversee the management and delivery of SFR policy and NLP aims. Actively monitor area incident rates/trends	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR and the NLP, this action will achieve safer communities	1,2,4,5,7	31 <sup>st</sup> March, 2008

**ACTION PLAN: COMMUNITY SAFETY (includes anti-social behaviour reduction & regeneration issues)**

<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Reduction in number of road traffic collisions	<b>NL11</b> Reduce the number of RTC fatalities by 3%	Oversee the management and delivery of SFR policy and NLP aims. Actively monitor area incident rates/trends	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR and the NLP, this action will achieve safer communities	1,2,4,5,7	31 <sup>st</sup> March, 2008
Reduction in number of road traffic collisions	<b>NL12</b> Reduce the number of RTC non-fatal injuries by 3%	Oversee the management and delivery of SFR policy and NLP aims. Actively monitor area incident rates/trends	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR and the NLP, this action will achieve safer communities	1,2,4,5,7	31 <sup>st</sup> March, 2008
Reduce anti-social behaviour	<b>NL13</b> Reduce the number of attacks on fire crews (acts of violence) by 5%	Participate fully in problem solving and anti-social behaviour units	Group Manager Station Manager Watch Manager	Reduce anti-social behaviour, make communities safer	1,2,5,7	31 <sup>st</sup> March, 2008
Reduce anti-social behaviour	<b>NL14</b> Reduce hydrant misuse/damage by 5%	Continue to be an active partner in the North Lanarkshire Partnership	Group Manager Station Manager Watch Manager	Reduce anti-social behaviour, make communities safer	1,2,5,7	31 <sup>st</sup> March, 2008
Reduce anti-social behaviour	<b>NL15</b> Establish a second CS youth engagement project in a wholtime station	Oversee the management and delivery of SFR policy and NLP aims.	Group Manager Station Manager Watch Manager	Reduce anti-social behaviour, make communities safer	1,2,3,5,7	31 <sup>st</sup> March, 2008
Reduce anti-social behaviour	<b>NL16</b> Manage 100% of juvenile firesetters referrals	Oversee the management and delivery of SFR policy and NLP aims.	Group Manager Station Manager Watch Manager	Reduce anti-social behaviour, make communities safer	1,2,3,5,7	31 <sup>st</sup> March, 2008

**ACTION PLAN: COMMUNITY SAFETY (includes anti-social behaviour reduction & regeneration issues)**

<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Reduction in fire damage to natural and built environment	<b>NL17</b> Contact 100% of non-domestic premises where a fire occurs	Effective administration of fire safety legislation	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR	1,2,3,5,7	31 <sup>st</sup> March, 2008
Reduction in fire damage to natural and built environment	<b>NL18</b> Complete one fire safety audit per week per inspecting officer, in other premises	Effective administration of fire safety legislation	Group Manager Station Manager Watch Manager	In line with corporate aims of SFR	1,2,3,5,7	31 <sup>st</sup> March, 2008
Effective service delivery	<b>NIL19</b> Review community safety management and provision of resources	Initial scoping exercise followed by appropriate action	Group Manager Station Manager	In line with corporate aims of SFR	3,7	31 <sup>st</sup> March, 2008

<b>ACTION PLAN: PERSONNEL</b>						
<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Increase confidence levels. Reduce the personal and financial impact of short-term cover arrangements	<b>NL20</b> Reduce rider shifts lost due to sickness and light duties by 5%	<p>Set up a benchmarking system using recorded data from Wholetime Station/Watch/Department over the preceding three years</p> <p>Raise the profile of this issue and support SFRs Managing Attendance Policy</p> <p>Positively monitor quarterly, Watch, Station and Area returns</p> <p>Identify deficiencies in the crewing of appliances</p> <p>Highlight external influences on watch resources such as training and/or other specific work exceptions</p> <p>Record the number of</p>	<p>Group Manager</p> <p>Station Manager</p> <p>Watch Manager</p>	Effective and safe delivery of services.	1,4,5,7	31 <sup>st</sup> March, 2008

<b>ACTION PLAN: PERSONNEL</b>						
<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
		occasions that detached duties are required by a watch and take appropriate action  Record % of occasions when minimum crewing levels are achieved and seek continuous improvement				
Reduce the personal and financial impact of short-term cover arrangements	<b>NL21</b> Reduce working time lost due to sickness for all other staff by 5%	Effective HR management in line with SFR policy	Group Manager Station Manager	Effective delivery of services	4,5,7	31 <sup>st</sup> March, 2008

<b>ACTION PLAN: DEVELOPMENT</b>						
<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
<p>To review the operational preparedness and suitability of the service and area resources to meet local needs</p> <p>To promote and foster joint working with other agencies</p> <p>To exercise local area plans</p> <p>To ensure appropriate staff development</p>	<p><b>NL22</b> To programme, plan and carry out one station off site exercise, for each wholetime and RDS station</p>	<p>Effective communication at community planning and emergency planning levels. Creation of risk assessments.</p> <p>To monitor staff development requirements and fulfil these as appropriate</p>	<p>Group Manager Station Manager Watch Manager</p> <p>Group manager Station manager Watch Manager</p>	<p>Develop operational resilience. Facilitate personal development</p>	<p>1,2,4,5,7</p>	<p>31<sup>st</sup> March, 2008</p>

<b>ACTION PLAN: OPERATIONS</b>						
<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
To assist in the finalisation of fire data research reporting procedures	<b>NL23</b> Continuously monitor the percentage of occasions that FDR final pages are completed within two weeks – achieve 100% compliance	Monitor on an ongoing basis and take appropriate action	Group Manager Station Manager Watch Manager	Effective management and administration	7	31 <sup>st</sup> March, 2008

<b>ACTION PLAN: RISK MANAGEMENT</b>						
<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Risk Management.	<b>NL24</b> Develop an area risk management plan	Effective H&S management in line with SFR policy	Area Manager Group Manager Station Manager	Provision of business continuity.	5,7	31 <sup>st</sup> March, 2008
Health, safety and welfare	<b>NL25</b> Reduce accidents by 7%	Manage and deliver services in line with SFR policy	Area Manager Group Manager Station Manager	Provision of safe person concept. Health, safety and welfare of all personnel and service users	5,7	31 <sup>st</sup> March, 2008
Health, safety and welfare	<b>NL26</b> Reduce injuries by 7%	Manage and deliver services in line with SFR policy	Area Manager Group Manager Station Manager	Provision of safe person concept. Health, safety and welfare of all personnel and service users	5,7	31 <sup>st</sup> March, 2008
Health, safety and welfare	<b>NL27</b> Reduce RIDDOR injuries by 10%	Manage and deliver services in line with SFR policy	Area Manager Group Manager Station Manager	Provision of safe person concept. Health, safety and welfare of all personnel and service users	5,7	31 <sup>st</sup> March, 2008
Health, safety and welfare	<b>NL28</b> Reduce near misses by 10%	Manage and deliver services in line with SFR policy	Area Manager Group Manager Station Manager	Provision of safe person concept. Health, safety and welfare of all personnel and service users	5,7	31 <sup>st</sup> March, 2008

<b>ACTION PLAN: COMMUNITY ENGAGEMENT</b>						
<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Community engagement and community planning	<b>NL29</b> Consult 100% of people who participate in “fire reach” project	Manage Fire Reach programmes in line with SFR policy	Area Manager Group Manager Station Manager	Communicate with stakeholders to inform and seek opinion	6,7	31 <sup>st</sup> March, 2008
Community engagement and community planning	<b>NL30</b> Consult with partners by attending the following meetings: NLP, CSP, LAPs and LATs	Participate fully in the Community Planning process	Area Manager Group Manager Station Manager	Communicate with stakeholders to inform and seek opinion	6,7	31 <sup>st</sup> March, 2008

**ACTION PLAN: ADMINISTRATION**

<b>Development Area</b>	<b>Details</b>	<b>Specific Actions</b>	<b>Responsible Person</b>	<b>Anticipated Outcomes</b>	<b>Corporate Priorities</b>	<b>Target Date</b>
Effective administration	<b>NL31</b> 100% of invoices to be certified correct by relevant departments and passed for payment within 5 working days	Develop and manage robust administration systems in line with SFR policy	Area Administrative Officer Area Support Staff Station Support Assistants	Fair treatment of service users (suppliers). Effective administration	4,7	31 <sup>st</sup> March, 2008