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## Management Team

**Chief Officer  
Brian Sweeney**



**Deputy Chief Officer  
Eileen Baird**

**Assistant Chief Officer  
Neil Turnbull  
Community Safety**



**Assistant Chief Officer  
Graham Haugh  
Human Resources**

**Assistant Chief Officer  
Bill McDonagh  
Operations**



**Assistant Chief Officer  
Andrew Shuttleworth  
Strategic Planning**

**Assistant Chief Officer  
David Hutchison  
Training & Operational Review**



Effective and efficient management involves monitoring procedures and practices, and adjusting and adapting where necessary. SFR's management team and its Policy Advice Group meet regularly to review and discuss performance.

The management team is responsible for advising the Chief Officer on policy and includes the Deputy Chief Officer, the Commanders of Central and West Commands, and the Directors of each of SFR's principal departments.

Argyll and Bute Area Manager: J. Ironside  
Helensburgh Station Manager: D. Downie

**Area - Argyll & Bute**

**Area statistics**

Area:  
Approximately 6,942 square kilometres

Population:  
Approximately 92,000

Number of fire stations:  
2 wholetime, 13 retained and 27 volunteer units. Both of the wholetime stations also have retained units attached.

Number of emergency vehicles: 50

**Area Headquarters**

Kilbowie Road, Clydebank G81 6QT.  
Telephone 01389 385999  
Fax 01389 385110

**District Offices**

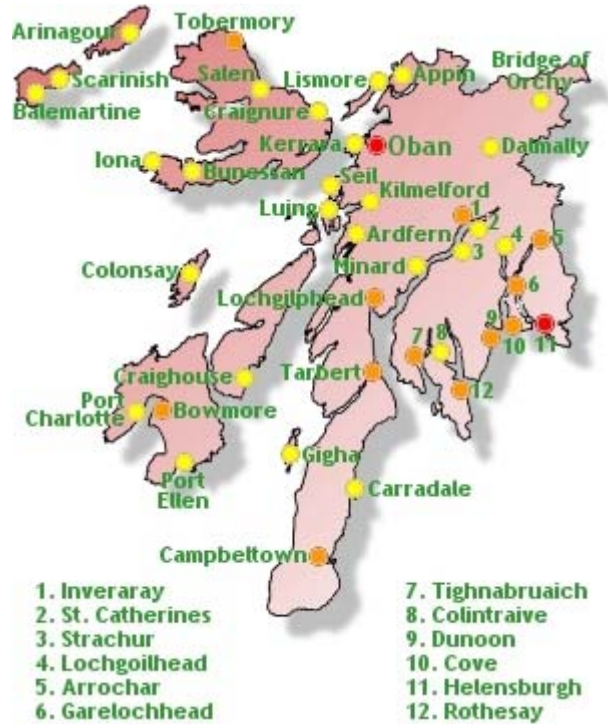
Oban:  
Soroba Road, Oban, PA34 4SB  
Telephone 01631 569997  
Fax 01631 563953

Lochgilphead:  
Campbell Street, Lochgilphead PA31 8JU  
Telephone 01546 606704  
Fax 01546 602849

Dunoon: Argyll Street, Dunoon PA23 7RN  
Telephone 01369 704222  
Fax 01369 706519

**Community Safety Freephone Helpline**

Tel: 0800 0731 999



**Wholetime Stations**

- Helensburgh
- Oban

**Retained Stations**

- Arrochar
- Balloch
- Bowmore
- Campbeltown
- Cove
- Dunoon
- Garelochhead
- Inveraray
- Lochgilphead
- Rothesay
- Tarbert
- Tighnabruaich
- Tobermory

**Volunteer Stations**

- Appin
- Ardfern
- Arinagour
- Balemartine
- Bridge of Orchy
- Bunessan
- Carradale
- Colintraive
- Colonsay
- Craighouse
- Craignure
- Dalmally
- Gigha
- Iona
- Kerrera
- Kilmelford
- Lismore
- Lochgoilhead
- Luing
- Minard
- Port Charlotte
- Port Ellen
- Salen
- Scarinish
- Seil
- St Catherines
- Strachur

## Introduction

The presentation of the first station plan for Helensburgh Fire Station is intended not only to meet the needs of the local community, but to also be an integral component of the Area Plan of the newly formed area of Argyll and Bute. The aim of the integrated plan is 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 the requirement to develop strategies and to 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 Community Plan of the Argyll and Bute Community Planning Partnership in its quest to make Argyll and Bute “.. 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.”**

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:-

Accidental dwelling house fires  
Accidental dwelling house fire deaths  
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

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

Contributing to the Area Plan  
Managing attendance  
Identifying personnel training needs  
Developing personnel  
Maintaining operational competencies  
Implementation of risk reduction measures  
Promote Best Value



## **Objectives**

### **Community Safety**

- Reduce accidental dwelling fires in station area
- Reduce fatalities in accidental dwelling fires
- Reduce casualties in accidental dwelling fires
- Reduce the incidences of anti-social behaviour
- Reduce the number of RTC's within the station area
- Reduce the number of unwanted fire signals

### **Operations**

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

### **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

### **Development**

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

### **Technical Services**

- Review Station vehicle requirements
- Complete annual property audit

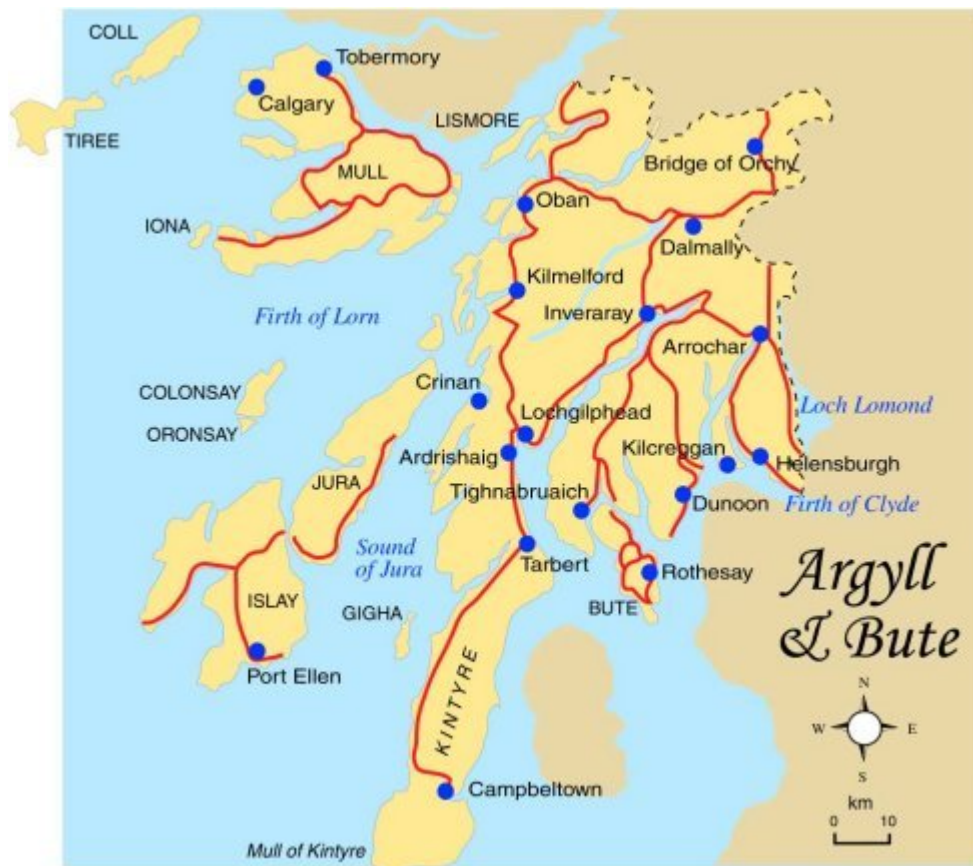
### **Personnel**

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

### **Strategic Planning**

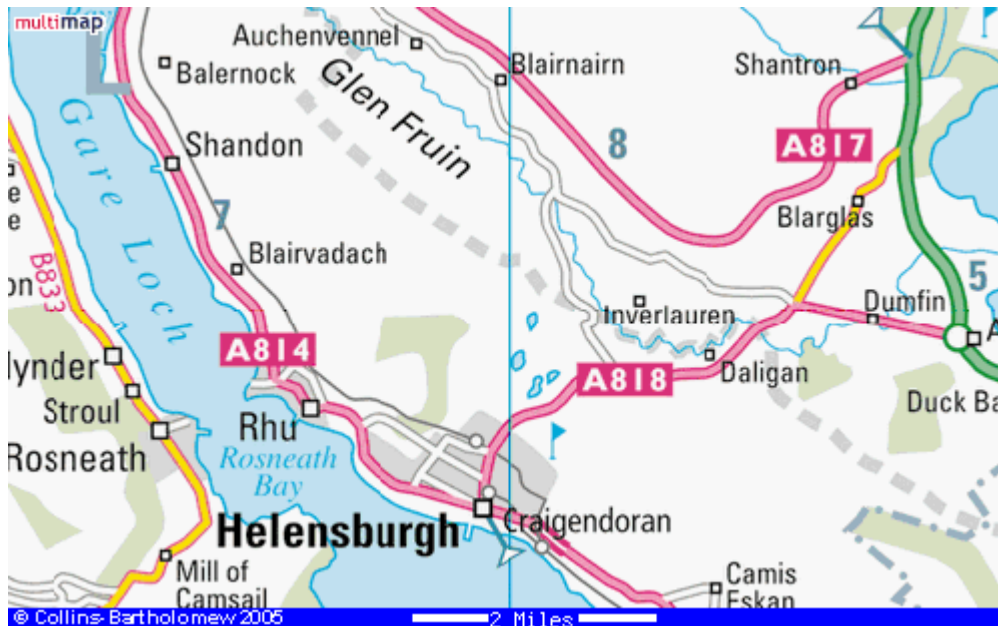
- Arrange and chair annual Health & Safety meeting
- Ensure performance management methodology is being implemented
- Carry out Best Value audit of station staffing

## Profile Of The Station Turnout Area



**Argyll and Bute** Council covers the second largest geographical area of any Scottish local authority, stretching for over 100 miles from Appin in the north to Campbeltown in the south and more than 80 miles across from the island of Tiree in the west to Helensburgh in the east. It has six towns, 26 inhabited islands and over 3,000 miles of coastline - more than the entire coastline of France.





**Helensburgh** is one of the largest towns in the Argyll and Bute area situated on the northwestern side of SFR area

Helensburgh owed its growth and popularity to its attractive seaside location on the Clyde, combined with historically good transport links and a large population within easy travelling distance.

According to latest statistics (Jan 2004) produced by HBOS, average house prices in Helensburgh have risen by 49% over the last year from £95k to £142k. This makes it the second most expensive location in Scotland, Edinburgh being top.

Its origins date back to about 1600, with the building of Ardencaple Castle on the west side of the town. Little trace of the castle now remains. In 1776 it was overbuilt with spa baths by Sir Ian Colquhoun of Luss, and he also built a planned town named after his wife, Helen.

Its early success was closely tied to the ferry service he also organised, linking Helensburgh to Greenock. This allowed those who could afford it to earn their living on the south side of the Clyde while living on the more attractive north bank.

One of the most striking features on Helensburgh's waterfront is an obelisk dedicated in 1872 to the second big name to feature in the town's history. This was Henry Bell, who built the world's first sea going steam ship, the Comet, to bring customers from Glasgow to his wife's hotel. And a pier to land them at.

Helensburgh's place as one of the premier west coast resorts was secured with the arrival of the Glasgow, Dumbarton and Helensburgh railway in 1858 with a station in the centre of the town.

Shortly afterwards a new pier was built to serve the demand for steamer services to many destinations on the Clyde, Loch Long and beyond. And in 1894 a second, upper, railways station came to Helensburgh, on the line from Glasgow to Fort William and Oban. In the summer months the Paddle Steamer Waverley attracts visitors when it docks at the pier.

Helensburgh today continues to offer excellent rail links to Glasgow, Fort William and Oban, and there are still ferries across the Clyde. It is also ideally placed for the motoring visitor, close to Loch Lomond and well placed for a large part of western Scotland.

The town offers a range of shopping to suit most tastes and needs, and some very nice architecture. The highlight is *The Hill House*. This was completed in 1904 for the Glasgow publisher Walter Blackie and designed by Charles Rennie Mackintosh. Today it is in the care of the National Trust for Scotland and open to the public from end March to end October 2002, 1.30-5.30pm daily.

The west end of Helensburgh almost merges into the settlement of Rhu, which is one of the main yachting centres on the Clyde estuary. Here you find the lifeboat and coastguard stations. It is also the location of an annual New Year's swim in the Clyde.

Helensburgh is an interesting place, attractive in its own right and an ideal touring base for much of west central Scotland. Yet it combines this with exceptionally good road and public transport links into Glasgow that make it equally good for those who prefer the city to the country.

**Cardross** lies roughly half way between Dumbarton and Helensburgh, on the banks of the River Clyde. It has a population of around 2000, with its own primary school, golf, bowling, tennis and football clubs, and numerous youth organisations. The A814 passes through the heart of the village, and the **Railway Station** has a half-hourly service in both directions.

**Rhu** lies about 3 miles to the east of Helensburgh. It is situated in a well defined bay with the marina to the east and Rhu Point to the west. At the heart of the village is Rhu Parish Church with the village green in front.

## Political Profile

On a local political level Argyll and Bute is divided into 34 electoral wards, 10 of which are within the station turnout area of Helensburgh and Lomond. The councillor for ward 34 is also the convenor of Argyll and Bute Council, Mr William Petrie.

## Councillors

**Councillor Frederic Gladwyn (Eric) Thompson, Commodore RN, MBE, JP, MSc., CEng, DipEE, FIEE, MINucE, DL**

**Ward 27 - Helensburgh East**

North Lodge, Camis Eskan, Colgrain, Helensburgh, G84 7JZ.



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### **Chairmanships Held**

Kirkmichael & Craigendoran Area Development Group

### **Political Affiliation**

Scottish Liberal Democrat

### **Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee

### **Membership of Outside Bodies**

Strathclyde Joint Police Board

Ex-Officio Justice of the Peace

Chair of Kirkmichael & Craigendoran Area Development Group

Argyll & Bute SIP Strategic Board

Vale of Leven Hospital 'Save Our Services' Campaign

Ex-Officio – Kirkmichael Tenants & Residents Assoc.

Colgrain Primary School Board

St. Joseph's Primary School Board

Helensburgh & Lomond Sports Council

Kirkmichael Sports and Recreation Association

Trustee Ardlui Respite Care Trust (Disabled Children)

**Councillor Moyra Stewart**

**Ward 28 - East Helensburgh Central**

Old Pump House, 140 Sinclair Street, Helensburgh, G84 9AT.



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**Chairmanships Held**

None

**Political Affiliation**

Scottish Liberal Democrat

**Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee  
Standards Committee

**Membership of Outside Bodies**

COSLA Environment, Sustainability and Community Safety Executive Group  
Strathclyde Joint Fire Board

**Cllr John Tacchi**

**Ward 29 - Helensburgh Central**

27 Havelock Street, Helensburgh, G84 7HQ



TEL : 01436 674549

[john.tacchi@argyll-bute.gov.uk](mailto:john.tacchi@argyll-bute.gov.uk)

**Chairmanships Held**

**Political Affiliation**

**Membership of Committees/Sub Committees**

Audit Committee

Helensburgh and Lomond Area Committee

**Membership of Outside Bodies**

Clydebank CCTC Trust

Glasgow Airport Consultative Committee (sub)

Helensburgh & Lomond Community Safety Forum

West of Scotland European Consortium Agreement

**Interests - both political and personal**

Sailing, bridge and rugby.

**Councillor Ellen Morton**

**Ward 30 - Helensburgh North**

18 Adelaide Street, Helensburgh, G84 7DL.



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**Chairmanships Held**

None

**Political Affiliation**

Scottish Liberal Democrat

**Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee

**Membership of Outside Bodies**

Bute, Cowal and Lomond Licensing Board

Dunbartonshire and Argyll and Bute Valuation Joint Board (Sub)

Immigration Appeal Tribunal

Scottish Legal Aid Board

Social Work Criminal Justice Services Joint Committee

**Cllr Al Reay**

**Ward 31 - Helensburgh West**

10 Macleod Drive, Helensburgh, G84 9QS



TEL : 01436 675920

[al.reay@argyll-bute.gov.uk](mailto:al.reay@argyll-bute.gov.uk)

**Chairmanships Held**

**Political Affiliation**

Scottish Liberal Democrat

**Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee

Public Service and Licensing Committee

**Membership of Outside Bodies**

Dunbartonshire & Argyll & Bute Valuation Joint Board

Energy Management Agency

Helensburgh Crime Prevention Panel

Helensburgh and District Access Forum

Hermitage Academy School Board

Lower Clyde River Valley Project

Strathclyde Joint Police Board (sub)

West of Scotland European Consortium Agreement (sub)

**Surgery Details**

2nd Saturday of every month in the Jubilee Room, Victoria Halls, Helensburgh at 10.00 – 12 noon.

**Interests - both political and personal**

Scottish Mountain Rescue (Member of Lomond MRT)

Mountaineering Sailing

Choral Singing

Amateur Dramatics

Conservation

**Cllr Gary Mulvaney**

**Ward 32 - West Helensburgh and Rhu**

Rowanbrae (upper), Hall Road, Rhu, G84 8RR



TEL : 01436 820391

[gary.mulvaney@argyll-bute.gov.uk](mailto:gary.mulvaney@argyll-bute.gov.uk)

**Chairmanships Held**

Chair Audit Committee

**Political Affiliation**

Conservative

**Membership of Committees/Sub Committees**

Audit Committee

Helensburgh and Lomond Area Committee

**Membership of Outside Bodies**

Dunbritton Housing Association Ltd Management Committee

Hermitage Academy School Board (Sub)

Strathclyde Joint Police Board (sub)

**Councillor George Freeman**

**Ward 33 - Garelochhead and Cove**

8 Upland Wynd, Garelochhead, Helensburgh, G84 0BL.



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FAX : 01436 810521

[george.freeman@argyll-bute.gov.uk](mailto:george.freeman@argyll-bute.gov.uk)

**Chairmanships Held**

Vice Chair of Helensburgh and Lomond Area Committee  
Spokesperson for Housing Issues  
Chair of Housing Stock Transfer Steering Group  
Chair of Housing Stock Transfer Ad Hoc Committee  
Chair of Argyll and Bute Strategic Housing Forum

**Political Affiliation**

The Independent Councillors' Group

**Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee  
Strategic Policy Committee  
Strategic Policy Committee (Education)  
Housing Stock Transfer Steering Group  
Housing Stock Transfer Ad Hoc Committee  
Argyll and Bute Strategic Housing Forum  
Education Joint Negotiating Committee  
NPDO Project Board

**Membership of Outside Bodies**

Argyll & Bute Care and Repair Agency  
Ex-Officio Justice of the Peace  
Loch Lomond and the Trossachs National Park Authority Board  
Shipping Services Advisory Committee (South)  
Strathclyde Passenger Transport Authority (SPTA)  
SPTA Operations Committee and Consultative Committee  
HM Naval Base Clyde Local Liaison Committee  
Community Development Programme Steering Group

**William Petrie OBE, JP - Convener**  
**Ward 34 - Arrochar, Luss, Arden and Ardenconnel**  
68 John Street, Helensburgh, G84 8XJ.



TEL : 01436 672333

FAX : 01436 678416

[william.petrie@argyll-bute.gov.uk](mailto:william.petrie@argyll-bute.gov.uk)

### **Chairmanships Held**

Convener of Council  
Chairman of Argyll, the Isles, Loch Lomond, Stirling and Trossachs Tourist Board  
Vice Chair of West of Scotland Archaeological Society

### **Political Affiliation**

The Independent Councillors' Group

### **Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee

### **Membership of Outside Bodies**

Argyll and Clyde NHS Board  
Argyll, the Isles, Loch Lomond, Stirling and Trossachs Tourist Board  
Depute Lord Lieutenant Dunbartonshire Hon.  
President of Helensburgh Horticulture Society  
Hon. President of Helensburgh Bowling Club  
Hon. President of Helensburgh and District Pipe Band  
Hon. Member of the Royal Northern Yachting Club  
Hon. Member of Helensburgh Sailing Club  
Justice of the Peace (Appointed by Sec. of State)  
Member of Luss Rescue Boat Committee  
Member of the Royal British Legion  
Member of Lennox Partnership  
Member of the Convention of the Highlands and Islands (Secretary of State appointment)  
Trustee of Lomond Shores  
Member of Scottish Enterprise, Dunbartonshire

**Cllr Daniel Kelly**

**Ward 35 - Rosneath, Clynder and Kilcreggan**

Woodlands East, Shore Road, Kilcreggan, G84 0HQ



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**Chairmanships Held**

Chair of Bute, Cowal and Lomond Licensing Board

**Political Affiliation**

The Independent Councillors' Group

**Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee

Strategic Policy Committee

**Membership of Outside Bodies**

Bute, Cowal and Lomond Licensing Board

Dunbartonshire & Argyll & Bute Valuation Joint Board

Dunbartonshire & Argyll & Bute Valuation Joint Board Sub Committee (Appeals)

Ex-Officio Justice of the Peace

Helensburgh and Lomond Substance Misuse Group

**Interests - both political and personal**

**Councillor Ronald Kinloch**

**Ward 36 - Cardross**

The Stables, Barrs Road, Cardross, G82 5EY.



TEL : 01389 841518

FAX : 01389 841568

[ronald.kinloch@argyll-bute.gov.uk](mailto:ronald.kinloch@argyll-bute.gov.uk)

**Chairmanships Held**

Chair of Helensburgh and Lomond Area Committee

**Political Affiliation**

The Independent Councillors' Group

**Membership of Committees/Sub Committees**

Helensburgh and Lomond Area Committee

Public Service and Licensing Committee

**Membership of Outside Bodies**

Bute, Cowal and Lomond Licensing Board

Careers Scotland Local Advisory Board – Dunbartonshire & Lomond

Glasgow Airport Consultative Committee

Lower Clyde River Valley Project

### ***Population of Helensburgh and Lomond***

The 2001 census put the area population at 27,809. Representing an increase of 2.8% since 1991. More than 75% of the population live in settlements with more than 1000 people. Population density is 0.78 people per hectare.

There are six main settlements in Helensburgh and Lomond accounting for nearly 80% of the population. The area makes up 30% of the total population of Argyll and Bute and covers 36,642 hectares or (142 square mile) 5% of the total council area.

The administrative centre for Helensburgh and Lomond is Helensburgh with a population of nearly 15,000. Helensburgh has experienced a population decline of 7% in ten years since 1991. Cardross has a population of just under 2000 people.

The area has one inhabited island Immchtavannich which is situated in Loch Lomond and has a population of 3.

During the summer season the population increases significantly due to the influx of holidaymakers and day trippers enjoying the benefits Helensburgh and Lomond has to offer.

### ***Age***

The area is balanced between young and old with 20% being under 15 and the same % being over 60. The average age is male, 37 and female, 40. Over 2000 children attend school with Hermitage Academy catering for nearly all the High School pupils. The school is located at the east side of town and has 800 pupils.

There are 1500 registered in care most of which are cared for at home and 20% residing in Nursing Homes.

In relation to Scotland the Helensburgh area has a higher percentage of people aged 50 or more, with this increasing to 4% above the national average at retirement age.

### ***Ethnicity***

97% of the population residing within the station area are white, 70% of them Scottish in origin, the remainder of English origin, a fall back from the influx of naval personnel employed at Faslane. The largest representation of minority ethnic groups is Chinese and the least represented group are Bangladeshi & Caribbean. These trends are indicative with both Argyll and Bute as a whole and within Scotland in general.

### ***Employment***

The main employer is the Naval Base at Faslane closely followed by the town centre shops and local council. The area is 65% economic active in one form or another with 9% of the remaining population unemployed or on benefit, 800 people, this is an increase of 2% over the last 5 years.

In the 16 to 25 age group there is high unemployment of 25% but this is depleted during the summer months with the influx of tourists.

### ***Health***

The average age of a person considered to be in good health is 34, which is one year below that of Argyll and Bute and one above Scottish average. 17% of the resident population are deemed to have a limiting long-term illness and 72% of the total population are in good health.

Helensburgh has over 1300 carers with an average age of 50.

### ***Households***

The majority of households within the area are owned at a rate of 71%, which is 7% higher than Argyll and Bute's average figure, this is higher than the Scottish average

Of the remainder only 10% are rented from the council with the remainder rented from private or social landlords..

Lone parent households occupy 5.41% of the total numbers of the households with dependant children and 29% of all households have only one resident.

## **Scottish Index of Multiple Deprivation**

### **Deprivation**

Deprivation is often overlooked in rural areas and difficult to assess when it is investigated. Access and housing deprivation are areas of high concern and need to be addressed. Income deprivation can also be an issue and is difficult to spot in areas like this where seasonal employment often fills gaps, but still does not provide adequate income. The access issues lead to a reliance on private transport and this in turn impacts on household budgets, reducing disposable income.

The Scottish Index of Multiple Deprivation highlights three areas in Helensburgh; Kirkmichael, which has a high percentage, Churchill and Ardencaple which are slightly lower.

## Risk Portfolio

### *Life Risks*

In addition to the 6046 domestic households within the turnout area, Helensburgh Fire Station provides pre-determined attendances at a variety of risks within the surrounding area.

### **Risks:**

#### **Faslane and Rhu**

To the north of Helensburgh, Rhu features a yacht marina, and further north the eastern shore is dominated by the Faslane Naval Base, the home of the United Kingdom's fleet of Trident nuclear submarines. The loch was the site of a major naval base during World War II and was used to store decommissioned naval vessels in the 1950s. A shipbreakers yard ceased trading around the 1980s and has been absorbed into the expansion of the naval base

#### **The Hill House**



The Hill House is situated in Helensburgh and is owned by The National Trust. It is one of Charles Rennie Macintoshes finest works and is a famous local visitor attraction with worldwide acclaim.

***Other Life Risks***

Other significant life risks within the station turnout area include the numerous hotels and bed and breakfast establishments which thrive during the summer months. The town has 3 railway stations and a populous shopping area which is busy at peak times.



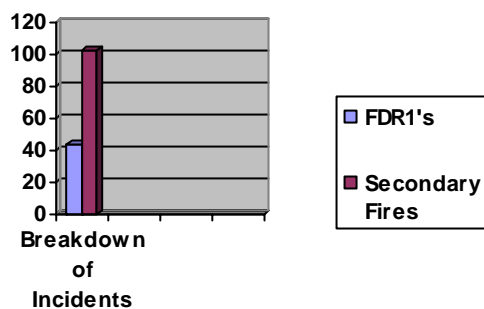
## Operational Activity

### Total Incidents

For the period 1<sup>st</sup> January 2005 to 31<sup>st</sup> December 2005, over 600 incidents were attended within the station area. Analysis of these incidents revealed that there were 147 fires, 44 of these resulted in an FDR1 being required (30%). The remainder 147 are classed as secondary fires with more than a third involving refuse of some sort.

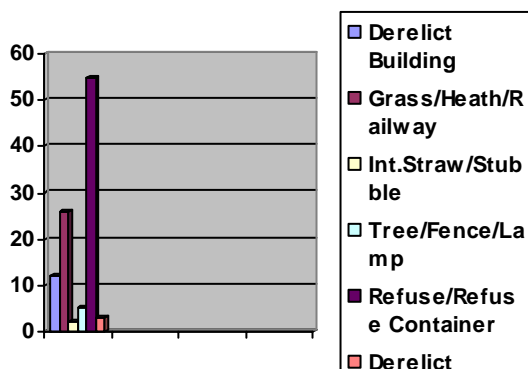
Helensburgh attended 51 special services of which 51 were classed as emergency. The A814 road which runs through the town shows a higher than average incidents of Road Traffic collisions

The biggest drain of Fire & Rescue resources was caused by unwanted fire signals. Of the total number of incidents attended in the year, unwanted fire signals accounted for 40% of all mobilisations.



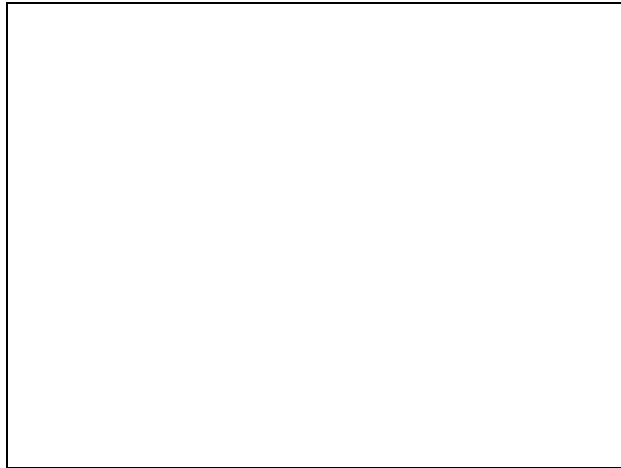
### Secondary Fires

Secondary fire activity accounted for 35.49% of the total activity for the station area. Of the total number of secondary fires, refuse fires accounted for 74% all of fires within this category.



***Anti Social Behaviour***

Anti social behaviour accounts for 50% of all activity within the station area and the estimated costs such activity is estimated at £1.6 million. The biggest cost attributed to this activity is refuse fires, which is currently estimated at £993,300. Close co-operation with our Partners in the community shall highlight the areas involved and with sustained effort reduce the levels of Anti social Behaviour to the benefit of all.



## Helensburgh Fire Station Profile

### ***Property & Fleet***

At the present time the emergency fleet providing emergency response consists of one rescue pump and one retained appliance. The station also has the use of a van for station duties.

The Station Manager has the use of a staff car which can be utilised to carry out SFR business.

### ***Operational Personnel Profile***

The full station complement of 38 operational firefighters is broken down as follows:

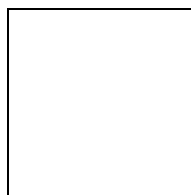
#### WHOLE TIME

4 WATCH MANAGERS  
4 CREW MANAGERS  
20 FIREFIGHTERS

#### RETAINED

ONE WATCH MANAGER  
ONE CREW MANAGER  
8 FIREFIGHTERS

The experience of the current operational establishment varies from trainees recently completed basic training at Gullane to more experienced Officers and Firefighters of varying lengths of service.

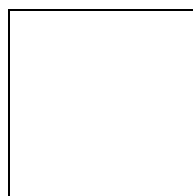


### **Community Safety Personnel Profile**

At the present time, Community Safety officers based at Helensburgh and Oban provide legislative, advice and educational services to the whole of Argyll and Bute. Due to rank to role implementation and the outcome of the awaited Fire Safety legislation being brought in under the Fire (Scotland) Act 2005, no further information is available at this time concerning the departmental structure. It is anticipated that a Fire Safety Department will be formed and established at Helensburgh when the forthcoming refurbishment work is complete.

#### **Community Fire Safety**

Strathclyde Fire & Rescue is committed to providing the public with a value for money, high quality CFS advice and education service. General [home fire safety](#) advice can be imparted to the public by all firefighters. Additionally SFR has a dedicated team of community firefighters and community fire safety advisors who embark on a number of ongoing campaigns and initiatives. These can be divided into two main types:-



#### **Brigade Campaigns**

A wide range of initiatives are undertaken each year, with the aim being to reduce the number of accidental dwelling house fires and non-fatal casualties. Examples of such campaigns include:-

- Provision and maintenance of [smoke alarms](#).
- Advice on making a [fire action plan](#).
- [Oil and fat pan fires](#) and general cooking safety advice.
- Fireworks safety.
- Fire Safety during the festive season.

#### **The Multi-Agency Approach**

Brigade personnel work closely with representatives from other agencies such as local authorities and the Police, to promote safer communities. One such example of this is the Safety CD for Kids. It is now incumbent on each local authority to produce a community safety strategy and to plan for safe communities. Fire safety is an integral part of community safety and as such the community firefighter plays a key role in helping make communities safer.

### ***Support Staff Personnel Profile***

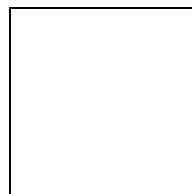
Currently support staff services within the Station consists of one General Assistant and one Cook, both are full time posts. Due to support staff restructures taking place within the organisation, one part-time administrative position based within the station has been created which will become full-time following station refurbishment.

### ***Managing Attendance***

On the 1<sup>st</sup> of September 2005, Strathclyde Fire & Rescue implemented a new managing attendance policy, which encompassed all staff within the organisation. At the present time the rate of absence within Helensburgh is below SFR average.

### ***Finance***

A total of £134,892,000 was the allocated revenue budget for the whole of Strathclyde Fire & Rescue. A total of £838,647 of the Revenue budget has been allocated to service provision at Helensburgh Fire Station. The introduction of devolved budgets at station level has placed responsibilities on Station Managers to ensure financial management is an integral element to the station plan. The Devolved budget caters for the daily running expenses of the fire station and includes items such as overtime clothing and fuel. The income devolved in 2005/2006 is £91,987. These figures are outwith the forthcoming station refurbishments costs which lie within the capital budget of SFR.

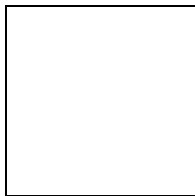


*BENEVOLENT FUND*



The FSNBF was born as bombs rained down across the country during the dark days of WWII, when brave members of the Auxiliary and National Fire Service fought daily to save lives, businesses and homes. Unfortunately, many paid the ultimate price, leaving behind widows and orphans with no means of support.

Since the charity's early days, it has continuously evolved to meet the changing needs of the UK Fire and Rescue services. Today, the FSNBF is a modern, dynamic, awarding-winning charity which provides assistance to serving and retired personnel, their widow/ers and young dependants through the provision of sheltered accommodation, recuperative facilities, rehabilitation and therapy, in addition to financial support for those who need it. The charity has three UK centres which provide these range of support services, in addition to an HQ facility in Basingstoke, Hampshire.



The charity now assist approximately 10,000 beneficiaries every single year, and have recently introduced new initiatives such as Child and Family Therapy programmes, which aim to enhance the quality of life for Fire Service personnel families who have a child with an illness or disability. The charity's services cost upwards of £7m per annum to maintain, and these services are financed almost exclusively by the fundraising efforts of the charity

STATION REP.....David Beggs

## Useful Contacts

Argyll and Bute Elected Members

Argyll and Bute Community Safety Partnership / Forums / Committees

Argyll and Bute Council Community Safety Department

Argyll and Bute Council Housing Department

Argyll and Bute Council Social Services

Argyll and Bute Council Anti Social Behaviour Team

Argyll and Bute Council Community Wardens

Argyll and Bute Council Education Department

Strathclyde Police

Scottish Ambulance Service

Community Safety Co-ordinator (Geoff Calvert)

Community Firefighters

Helensburgh Fire Station Community Fire Safety Legislative Offices

SFR Strategic Youth Development Officer

Groups of interest i.e. Tenants and Residents Associations

Strathclyde Police CCTV Control Room

Helensburgh Advertiser

SFR Training Dept . Cowcaddens

## Supporting Documentation

Inside Policy – A guide to Scottish Executive Policy for people working in Community Learning and Development

Scottish Fire & Rescue Services – A Guide To Community Planning

National Community Fire safety Centre Toolkit

Comparative Profile: Population, Health, Household, Education

Scottish Fire & Rescue Services –Community Fire Safety Strategy & Objectives

ODPM – A guide to reducing the number of false alarms from fire detection and fire alarm systems

ODPM – Economic Costs of Fires; Estimates for 2003

Scottish Index for Multiple Deprivation 2005-12-05

General Register for Scotland (Census 2001), 2003

Strathclyde Fire & Rescue Integrated Risk Management Plan

Community Safety Guidance Note 3 – Home Fire Safety Visits

Corporate Planning Framework of Strathclyde Fire & Rescue

Argyll and Bute Council Community Partnership

Argyll and Bute Public Performance report

Age Concern Development Plan 2001-2005

## Objectives For Helensburgh Fire Station 2006 - 2007

### Community Safety

Objective	Inputs	Responsibility	Target Date
Reduce accidental dwelling fires in station area Reduce fatalities in accidental dwelling fires Reduce casualties in accidental dwelling fires	<ul style="list-style-type: none"> <li>➤ Raise awareness of the availability of HFSV in target areas.</li> <li>➤ Conduct HFSVs in response to requests</li> <li>➤ Increase ownership of smoke alarms through HFSV campaign</li> </ul>	Station Manager Watch Managers  All station personnel	Monthly Review  Annual Audit
Reduce the incidences of anti-social behaviour.	<ul style="list-style-type: none"> <li>➤ Raise awareness through contact with general public, media, organised groups, schools and partnership organisations</li> </ul>	Station Manager Watch Managers  All station personnel	Monthly Review  Annual Audit
Prioritise Areas of anti-social behaviour	<ul style="list-style-type: none"> <li>➤ Identify Target areas through wizards.</li> <li>➤ Work with partner agencies</li> </ul>	Station Manager Watch Manager	Monthly Monitor / review
Reduce the number of RTC's within the station area Target A814 road	<ul style="list-style-type: none"> <li>➤ Identify areas of high incidences</li> <li>➤ Raise awareness through contact groups</li> <li>➤ Liaise with partnership organisations</li> </ul>	Station Manager Watch Managers  All station personnel	Monthly Review  Annual Audit
Reduce the number of unwanted fire signals	<ul style="list-style-type: none"> <li>➤ Identify premises of high occurrence</li> <li>➤ Enter into partnership with premises to reduce incidences through initiatives</li> </ul>	Station Manager Watch Managers  All station personnel	Monthly Review  Annual Audit

## **Operations**

<b>Objective</b>	<b>Inputs</b>	<b>Responsibility</b>	<b>Target Date</b>
Compile Community Risk Register	➤ Identify through data analysis premises for inclusion into register	Station Manager Watch Managers	Start Apr. 2006 Complete by Apr. 2007
Agree Risk Register and determine priorities	➤ Use data analysis to prioritise risks	Station Manager Area Manager	Quarterly Review  Annual Audit
Ensure appropriate operational response to each risk	➤ Monitor operational responses to risks	Station Manager	Annual Audit Quarterly Review
Plan and action two level 2 response training exercises (multi agency where possible)	➤ Use data from the Risk register to prioritise training	Station Manager Watch Manager	Start Apr.2006 Bi-annual.

## Finance

Objective	Inputs	Responsibility	Target Date
Agree areas of priority in terms of spending for fiscal year	<ul style="list-style-type: none"> <li>➤ Utilise budgetary reports to determine priorities</li> </ul>	Station Manager Watch Managers	Start Apr. 2006 Complete by Apr. 2006
Investigate areas of overspend in past year and redress situation	<ul style="list-style-type: none"> <li>➤ Utilise budgetary reports to determine areas of overspend and to determine possible course of action</li> </ul>	Station Manager	Start Apr. 2006 Complete by July 2006
Monitor stock levels and efficiency measures to identify improvements	<ul style="list-style-type: none"> <li>➤ Examine current practices and seek alternative solutions where inefficiency has been identified</li> </ul>	Station Managers Watch Officers	Quarterly Review Annual Audit
Investigate use of petty cash account and integrity of system of reimbursement	<ul style="list-style-type: none"> <li>➤ Carry out regular audit of petty cash records</li> <li>➤ Monitor through budgetary reports</li> </ul>	Station Manager	Monthly Review Annual Audit
Monitor and control incidences of pre arranged overtime	<ul style="list-style-type: none"> <li>➤ Ensure accurate recording of Pre Arranged Overtime</li> <li>➤ Investigate all occurrences of Pre Arranged Overtime</li> <li>➤ Monitor watch establishment levels</li> </ul>	Station Manager Watch Managers Watch Officers	Weekly Review Monthly Review

## ***Development***

<b>Objective</b>	<b>Inputs</b>	<b>Responsibility</b>	<b>Target Date</b>
Agree personal development with all staff .as per IPDS	➤ Conduct training and development analysis	Station Manager Watch Managers	Review Monthly Annual Audit
Arrange realistic training events Involve surrounding retained stations	➤ Identify suitable opportunities for realistic training events	Station Manager Watch Managers	Review Quarterly Annual Audit
Arrange training for risks in Community Risk register	➤ Determine individual training needs	Station Manager	Start Apr. 2006 Complete by Apr. 2007

**Technical Services**

Objective	Inputs	Responsibility	Target Date
Review Station vehicle requirements	➤ Utilise Flot Portal Information Site	Station Manager Watch Officers	Start Apr. 2006 Complete by Apr. 2007
Complete annual property audit	➤ Utilise property log book	Station Manager Watch Officers	Review Monthly Annual Audit

**Personnel**

Objective	Inputs	Responsibility	Target Date
Ensure establishment on each watch is sufficient to maintain crewing levels	<ul style="list-style-type: none"> <li>➤ Monitor Pre Arranged Overtime records</li> <li>➤ Monitor availability information</li> <li>➤ Manage all requests for leave</li> <li>➤ Monitor station personnel profile</li> </ul>	Station Manager  Watch Managers	Review Monthly  Annual Audit
Ensure the adequate supervision of support personnel	<ul style="list-style-type: none"> <li>➤ Maintain current monitoring mechanisms</li> </ul>	Station Manager  Watch Managers  Watch Officers	Review Monthly  Annual Audit
Manage attendance levels  Conduct welfare interviews	<ul style="list-style-type: none"> <li>➤ Utilise Strathclyde Fire &amp; Rescue's Managing Attendance Procedure</li> </ul>	Station Manager  Watch Managers	Review Monthly  Annual Audit

### **Strategic Planning**

<b>Objective</b>	<b>Inputs</b>	<b>Responsibility</b>	<b>Target Date</b>
Arrange and chair annual Health & Safety meeting	<ul style="list-style-type: none"> <li>➤ Review Accident/ Injury/ Near Miss data for year</li> <li>➤ Conduct review of all other relevant documentation</li> </ul>	Station Manager	Review Monthly  Annual Audit
Ensure performance management methodology is being implemented	<ul style="list-style-type: none"> <li>➤ Utilise existing good practices and develop and maintain other practices as and when required</li> </ul>	Station Manager	Review Monthly  Annual Audit
Carry out Best Value audit of station staffing	<ul style="list-style-type: none"> <li>➤ Conduct regular audits of all staffing information</li> </ul>	Station Manager	Review Quarterly  Annual Audit

***Future Developments***

Helensburgh Fire Station is about to undertake major refurbishments whereby the Argyll and Bute Headquarters shall be relocated into the station utilising Bay 3 to form offices for administrative purposes. Other parts of the station are also being redeveloped to provide office space for fire safety staff and community safety personnel. The estates project is scheduled for completion in Autumn of 2006.

***Conclusion***

All staff at Helensburgh Fire station are committed to the values and policies of SFR and shall continue to uphold the proud traditions of the service.

