



Review of Data Quality and Accidental Dwelling Fires

Tyne and Wear Fire and Rescue Authority

Audit 2006-2007

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Summary report

Introduction

- 1 The accuracy of best value performance indicators (BVPIs) has taken on added importance for fire and rescue authorities (FRAs) in recent years. Comparative performance is now used to make judgements in respect of:
 - CPA;
 - Direction of Travel;
 - service assessments; and
 - value for money.
- 2 Currently, mandatory audit work on data quality concentrates on reviewing overall arrangements rather than detailed testing of specific BVPIs and source data. The Audit Commission is consulting on a new approach to data quality but this will not apply to fire BVPIs until 2008/09 at the earliest. However, 2006/07 data indicates such significant variations in BVPI performance between the three north east FRAs that as part of this year's work we agreed to undertake additional testing in this area.

Background

- 3 We agreed to focus on those key fire BVPIs used in the Audit Commission's service assessment that varied significantly between the three north east FRAs. We were able to explain most of these variances but Table 1 illustrates that there were two exceptions, which merited more detailed scrutiny.

Table 1 BVPIs requiring more detailed scrutiny

BVPI	Tyne and Wear	Durham and Darlington	Cleveland	National average
Accidental dwelling fires per 10,000 population (adjusted for deprivation).	22.3	8.6	0.1	8.7
The percentage of dwelling fires attended where no smoke alarm was activated.	31.1	58.8	46.8	43.3

- 4 The Authority already performs strongly on the ownership of effective smoke alarms but accidental dwelling fires are 60 per cent above the national average. Accordingly, our report focuses on the reported level of accidental dwelling fires in Tyne and Wear.

Audit approach

- 5 The review was undertaken in two stages:
 - we tested the accuracy of six key BVPIs listed in Appendix 1 by agreeing the calculation to computer records and tracing a sample of the records back to prime data (usually FDR1s). We also interviewed ten station managers, watch managers or crew managers responsible for completing FDR1s to assess if they were completed in accordance with CLG guidance; and
 - we reviewed the Authority's strategy for reducing accidental dwelling fires and assessed if there were ways to increase the impact of preventative measures such as home fire risk assessments (HFRAs).
- 6 Appendix 1 provides more detail on the testing carried out at the three FRAs.

Main conclusions

- 7 We concluded that arrangements for data quality are adequate, but CLG guidance allows legitimate differences of interpretation and these differences do partly explain some of the variations in reported BVPIs. We have calculated that the Authority could reduce its reported level of accidental dwelling fires by 17 per cent and still stay within CLG guidance. Data on numbers and types of incidence could (and should) still be collected and analysed for performance management purposes, but many organisations now make a clear distinction between:
 - information used internally; and
 - BVPIs reported to external bodies for comparative purposes.
- 8 The Authority is correctly adopting a strategy of targeted HFRAs to reduce accidental dwelling fires but evidence at other FRAs confirms that such a strategy needs time to embed. After staying stable for three years the number of accidental dwelling fires in Tyne and Wear has fallen by 10 per cent in the first half of 2007/08. Accordingly, the Authority appears to be on the right track and we have identified scope to enhance its strategy for reducing accidental dwelling fires rather than propose a significant change in direction.

Key recommendations
<i>R1 Distinguish between data collected for internal management information and data used to calculate BVPIs.</i>
<i>R2 Ensure that fire returns are only completed where they are necessary to comply with CLG guidance.</i>
<i>R3 Ensure that station managers review fire returns for all accidental dwelling fires and visit the property if necessary to determine if fire returns have been correctly completed.</i>
<i>R5 Prepare a strategy for home fire risk assessments including SMART targets for reducing accidental dwelling fires by a fixed percentage within a stated timescale.</i>
<i>R7 Increase targets for proactive home fire risk assessments in areas where accidental dwelling fires are high.</i>
<i>R8 Increase the proportion of home fire risk assessments with set appointment times and review current procedures for delivering HFRAs to improve value for money.</i>
<i>R11 Summarise actions agreed at the end of each home fire risk assessment and leave a copy with the householder for future reference.</i>
<i>R13 Extend the service level agreement agreed with 'Your Homes Newcastle' to all major providers of sheltered accommodation so that wardens or housing managers check out all fire alarms before dialling 999 and conduct their own home fire risk assessments for all their properties.</i>

Detailed report

Data quality

- 9 The FRA has adequate arrangements in place for collecting BVPI data. Appendix 2 shows that similar arrangements are in place at the three FRAs. The officer in charge at the incident completes the FRD1 fire return which is used as the basis for the BVPI, and there is a copy of CLGs '*FDR1 Guidance Notes (94)*' at all stations.
- 10 The managers that we spoke to all felt that they had been adequately trained and in most cases the guidance notes were self-explanatory. However in specific instances there are difficulties in interpreting DCLG guidance on completing fire returns and the treatment of burnt foodstuffs is a particular case in point.
- 11 Almost 50 per cent of accidental fires relate to burnt foodstuffs and it can be difficult to decide if small incidents such as burnt toast merit classification as an accidental fire or are best recorded as a false alarm. Table 2 illustrates three very different approaches to recording burnt foodstuffs which would all comply with the DCLG guidance set out at Appendix 3.

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Table 2 Differences in Recording Burnt Foodstuffs

Approach 1 (Tyne and Wear)	Approach 2	Approach 3
Recorded as a fire unless it is clear that the foodstuff was never alight and the room was undamaged. The mere smell of smoke will be considered to be smoke damage to the room.	As Tyne and Wear except smoke damage will need to be visible (eg discoloured walls). If smoke from a burnt foodstuff triggers an alarm and there is no other damage it will be a false alarm.	Recorded as a false alarm unless it is clear that the foodstuff was alight or lasting damage was done to the room. If simple cleaning and ventilation restores the room to its original condition without redecorating smoke damage will not be recorded.
Consistent with CLG Guidance? ✓	Consistent with CLG Guidance? ✓	Consistent with CLG Guidance? ✓
Impact – 90 per cent of accidental dwelling fires (ADFs) have smoke damage so it is rare for damage to be confined to the foodstuff and the incident to be treated as a false alarm.	Impact – 50 per cent of ADFs have smoke damage.	Impact – 35 per cent of ADFs have smoke damage and thus there are more cases of good intent false alarms. Our sample suggests 11 per cent of Tyne and Wear's ADFs would be false alarms applying this definition.

- 12 In order to obtain management information on all incidents the Authority currently advises managers to complete an FDR1 in any cases of doubt. Whilst we agree that data on numbers and types of incident should still be collected and analysed for performance management purposes, many FRAs use other mechanisms for doing this and adopt policies to ensure FDR1s are only completed when CLG guidance necessitates them. One way to reinforce this culture would be to introduce procedures whereby the station manager would review daily reports of fires, check them to FDR1s and revisit the scene of the incident within two days if necessary to confirm the damage caused.

- 13 Although the guidance is complicated and open to different interpretations in 2006/07 we estimate that the FRA recorded 6 per cent more accidental dwelling fires than even its own interpretation of the guidance required. We tested 120 fire returns and found seven errors:
- four fires were in residential homes rather than dwellings;
 - one was a gas explosion and thus outside the definition of fire;
 - one was a rubbish fire in an external stairway and should have been recorded as a secondary fire; and
 - one was a burnt toast incident with no other damage and thus should have been recorded as a false alarm (good intent).
- Spot checks by station managers, as outlined above, might also help to eradicate instances of over-reporting.
- 14 Our testing also indicates that the property gazetteer needs to be brought up to date. About 30 per cent of accidental dwelling fires occur within sheltered accommodation but sheltered accommodation is frequently misclassified as residential homes on the gazetteer. Residential homes do not fall within the CLG definition of dwellings, however sheltered accommodation does. We inspected Commission for Social Care and Inspection (CSCI) records for all 19 accidental dwelling fires that the gazetteer suggested had occurred within residential homes and found that in 15 cases the property was actually sheltered accommodation.
- 15 Each FDR1 completed has a detrimental impact on performance indicators and we have calculated that the Authority could reduce its reported level of accidental dwelling fires by 17 per cent and still stay within CLG guidance. This is based on the 11 per cent difference in interpretation of guidance on burnt foodstuffs (Table 2) and the 6 per cent overstatement apparent from our sample testing.

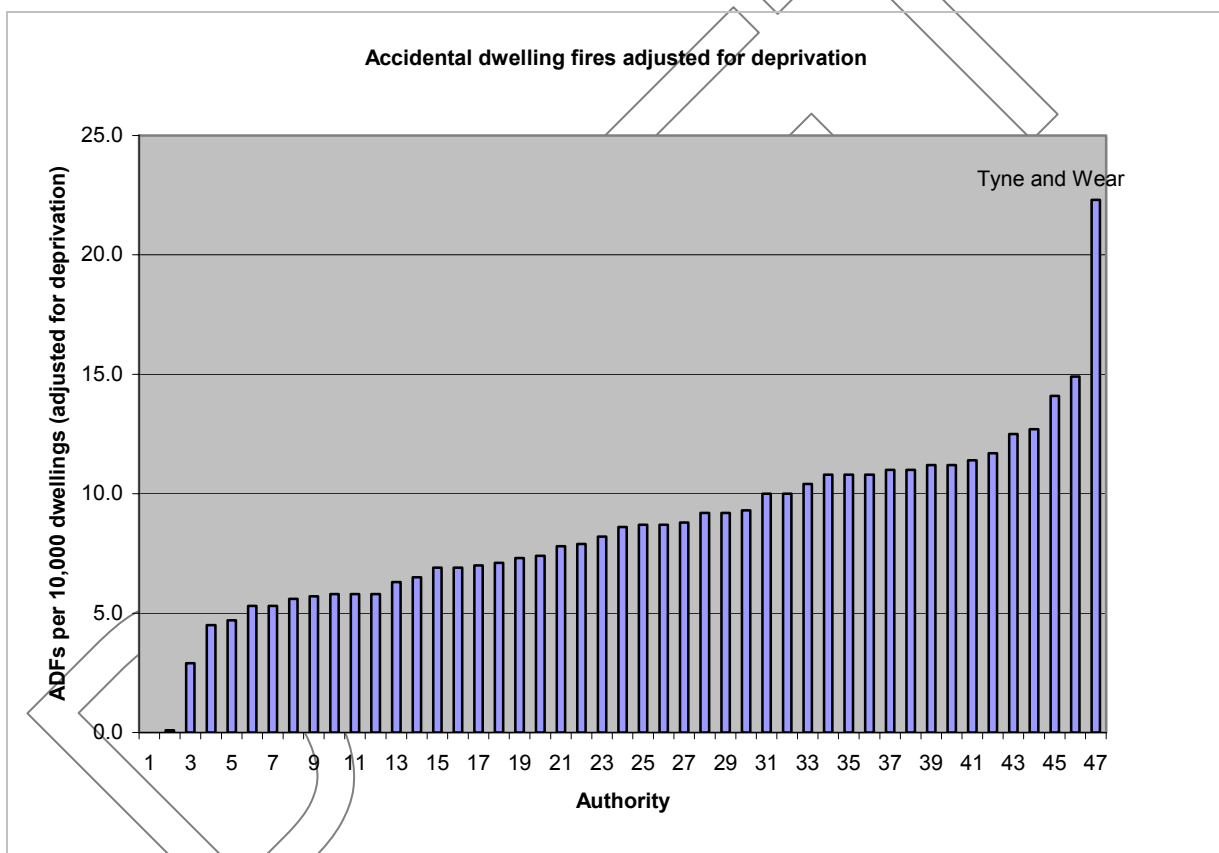
Recommendations	
R1	<i>Distinguish between data collected for internal management information and used to calculate BVPIs.</i>
R2	<i>Ensure that fire returns are only completed where they are necessary to comply with CLG guidance.</i>
R3	<i>Ensure that station managers review fire returns for all accidental dwelling fires and visit the property wherever necessary to determine if fire returns have been correctly completed.</i>
R4	<i>Verify the status of properties described as residential homes on the gazetteer.</i>

Reducing accidental dwelling fires

Overall strategy

- 16 Even if the Authority changed its approach to data collection and recording it would still have the highest number of accidental dwelling fires per 10,000 population in the country, after adjusting for deprivation. Figure 1 illustrates that the level of such fires is about 30 per cent higher than the second highest FRA.

Figure 1



However, adjustments for deprivation do not fully reflect the difficult local context in which the Authority operates and its' unusually high number of 'at risk' groups:

- the highest number of pensioners living alone among metropolitan FRAs;
- the lowest levels of home ownership among metropolitan FRAs;
- the second highest number of students outside London; and
- as a region the north-east has the highest rates of smoking and alcohol abuse in the country.

- 17 The difficult local context might be a long-term barrier to achieving top quartile performance but an ambitious medium term strategy supported by clear output targets can nevertheless provide strong motivation for improvement. The Authority correctly views HFRAs as the major tool for reducing accidental dwelling fires and Operation Early Warning, a targeted approach to HFRAs was launched in December 2006. This strategy has successfully contributed to the FRA's strong performance on smoke alarm ownership, but to date has not delivered similarly strong performance on reducing accidental dwelling fires.
- 18 However, it can take between three and five years for HFRAs to have a significant impact on fire prevention. This is because:
- behavioural change does not happen overnight;
 - a HFRA will have a greater influence as each year goes by and people pass on fire safety advice; and
 - fire-fighters become more proficient in HFRAs with experience, improve targeting and begin to access hard to reach groups.
- 19 Table 3 shows that the FRA with the greatest reduction in accidental dwelling fires achieved most of its success between three and five years into the HFRA programme and the pattern in Tyne and Wear of no change in the volume of accidental dwelling fires in the first two years of HFRAs followed by a 10 per cent fall in the first half of 2007/08 is quite similar.

Table 3 HFRA Coverage - Impact on accidental dwelling fires

	2003/04	2004/05	2005/06	2006/07	2007/08 (to 31 October 2008)
Tyne and Wear					
Cumulative HFRAs as percentage of dwellings.	0	0	3	10	14
Cumulative Reduction in accidental dwelling fires (ADFs).	N/A	N/A	N/A	0	10
Comparator FRA					
Cumulative HFRAs as percentage of dwellings.	4	11	21	30	35
Cumulative Reduction in ADFs.	N/A	3	30	47	53

- 20 A successful HFRA programme depends on effective targeting as much as overall numbers and coverage. Operation Early Warning is targeted at vulnerable groups and is delivered outside the watch system by paying overtime but it is based on similar targets for each local authority district despite the fact that 40 per cent of all accidental dwelling fires occur in Newcastle. Every watch also has a target of 25 risk-based HFRA's per month, although some stations cover a much higher number of red-risk properties than others.
- 21 We found examples in other FRAs of more sophisticated targeting with higher watch targets being achieved at the highest risk stations. Software that calculates risk at the lowest possible level (super-output areas) and arrangements with partners to track especially vulnerable people as they move home are used to assist this approach.
- 22 Our work has also helped to identify a number of ways in which HFRA's could be carried out more effectively and these are set out below.
- In Tyne and Wear targeted HFRA's are normally carried out without prior notice. Some FRAs make telephone appointments whenever possible because householders tend to be more attentive when they have planned for the visit.
 - When a HFRA is delivered, information could be gathered from the residents at home about the best time to catch other residents in the street, and the timing of visits planned accordingly.
 - Proactive HFRA's are normally delivered by teams of four or five, whereas teams of two could cover more properties in the allocated time.
 - About 10 per cent of Newcastle's residents are now from BME groups and/or asylum seekers and the accidental dwelling fire risk is disproportionately high among these groups. Fire-fighters frequently encounter difficulties obtaining access to these groups. For cultural reasons they may be reluctant to answer the door to unexpected callers, and many speak little English. Tyne and Wear have just appointed multi-lingual advocates to break down these barriers and advocates in other FRAs have played a major role in reducing accidental dwelling fires among hard to reach groups.
 - A written summary that records the issues discussed and the action agreed by each party including the provision of appropriate equipment could be used to reinforce fire safety messages and remind the householder of any behavioural change required long after the HFRA.
 - There is scope to improve the impact of HFRA's by making the images of the damage caused by fire and the link to high-risk behaviour more graphic. FRAs frequently use fire safety DVDs to educate children of the dangers of fire but the approach to HFRA's is entirely verbal. Part of the HFRA kit could be a DVD with a selection of short films showing the consequences of behaviour.

Other initiatives to prevent accidental fires

- 23 The Authority has a significant problem with small fires and false alarms in sheltered accommodation, which in 2006/07 accounted for 30 per cent of accidental dwelling fires. In September 2007, Tyne and Wear agreed a service level agreement with *'Your Homes Newcastle'* for wardens or housing managers to verify fire alarms before dialling 999 and hopes to roll this out to the other four districts. They have also trained the wardens to perform their own HFRA's for all their residents.
- 24 Over half the accidental dwelling fires in Tyne and Wear are cooking related with the majority of these involving cooking fat igniting. Incidents appear to be linked particularly to the high and growing student population and the Authority has delivered fire safety talks to all of the main halls of residences. However, a growing number of students are in privately rented accommodation and the FRA is finding it difficult to get across fire safety messages to this group.
- 25 Some FRAs ensure that all fires are followed by a Post Fire Investigation (PFI). This is not a full HFRA but involves many of the same messages focusing especially on the behaviour that caused the fire and this has proved successful at reducing small fires recurring at the same properties.
- 26 Another successful approach has been to adopt a multi-agency approach in deprived areas, often as part of a local area agreement. Local authorities, health bodies and the FRA can work together to improve the quality of life and achieve a variety of targets, one of which is to reduce accidental dwelling fires. Each time the FRA goes into houses in the area they take a variety of packs prepared by different agencies that they give out on a risk basis and in return the partners give out fire safety advice packs prepared by the FRA and make HFRA referrals, where appropriate. The FRA has recently agreed with *'Your Homes Newcastle'* that in future a HFRA will become a condition of tenancy for council houses in the City and they will be undertaken simultaneously to servicing boilers and there may be scope to extend this to other registered social landlords.
- 27 Partnerships with local Primary Care Trusts to encourage sign-up to smoking cessation courses, and provision of spin-top ash trays are other ways of reducing the fire risk associated with smoking.

Recommendations
<i>R5 Prepare a strategy for home fire risk assessments including SMART targets for reducing accidental dwelling fires by a fixed percentage within a stated timescale.</i>
<i>R6 Evaluate the strategy for reducing accidental dwelling fires regularly by comparing the level of such fires between years split over causes of fires and wards where they were located with the level of preventative activity in the wards. The impact analysis should be communicated to stations to inform future community safety work.</i>
<i>R7 Increase targets for home fire risk assessments in areas where accidental dwelling fires are high.</i>
<i>R8 Increase the proportion of home fire risk assessments with set appointment times and review current procedures for delivering HFRA's to improve value for money.</i>
<i>R9 Target proactive home fire risk assessments using information on risk at super-output level including the lifestyle of vulnerable people.</i>
<i>R10 Ensure that multi-lingual advocates work with community safety staff to visit locations frequented by asylum seekers and BME groups and liaise with community and faith groups to promote fire safety and arrange home fire risk assessments.</i>
<i>R11 Summarise actions agreed at the end of each home fire risk assessment and leave a copy with the householder for future reference.</i>
<i>R12 Produce a DVD portraying graphically the dangers of common behaviour that causes accidental dwelling fires and play the appropriate track at the conclusion of a home fire risk assessment when they encounter high-risk behaviour.</i>
<i>R13 Extend the service level agreement agreed with 'Your Homes Newcastle' to all major providers of sheltered accommodation so that wardens or housing managers check out all fire alarms before dialling 999 and conduct their own home fire risk assessments for all their properties.</i>

Recommendations
<i>R14 Work with student housing offices and student unions to target student areas for its chip pan initiatives.</i>
<i>R15 Supplement home fire risk assessments with post fire investigations for all fires through which targeted fire safety advice is given to victims.</i>
<i>R16 Develop a multi-agency partnership scheme in the ward with the highest incidence of accidental dwelling fires whereby partners co-ordinate with the FRA to deliver fire safety information when they have access to householders homes for other purposes and in return the FRA delivers their key messages when they carry out home fire risk assessments.</i>
<i>R17 Produce a report considering the costs and benefits of extending the partnership in Newcastle for home fire risk assessments being a condition of council house tenancy to the other registered social landlords.</i>
<i>R18 Develop partnerships with Primary Care Trusts to reduce the risk of accidental dwelling fires among smokers through referrals to smoking cessation schemes and the provision of spin-top ash trays as appropriate.</i>

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Appendix 1 – Testing of BVPIs

- 1 At all three FRAs (Tyne and Wear, County Durham and Darlington and Cleveland) we checked the following BVPIs were calculated correctly from information held on incidents and populations and sample tested the classification of incidents on the computer system back to fire reports completed at the scene of the fire (FRDR1s):
 - primary fires per 10,000 population;
 - accidental dwelling fires per 10,000 population;
 - deaths from accidental fires per 100,000 population;
 - injuries from accidental dwelling fires per 10,000 population;
 - deliberate primary fires including vehicles per 10,000 population; and
 - the percentage of dwelling fires attended where no smoke alarm was fitted.
- 2 Sample testing across the three FRAs covered:
 - all accidental fire deaths and injuries;
 - 150 accidental dwelling fires;
 - 150 deliberate primary fires; and
 - 70 smoke alarm activations.
- 3 Further testing was undertaken on good intent and apparatus false alarms as these are not measured by BVPIs and thus could be used to record incidents that should be accidental dwelling fires. Firstly, we compared the level of false alarms not covered by BVPIs at the three FRAs using the latest available data (2005) and found that Tyne and Wear had more incidents in dwellings both measured by BVPIs (accidental fires, deliberate fires and malicious false alarms) and not measured (good intent false alarms and false alarms due to apparatus).

Table 4 Incidents in dwellings

Authority	Incidents covered by BVPIs per 10,000 dwellings.	Incidents not covered by BVPIs per 10,000 dwellings.	Total incidents in dwellings per 10,000 dwellings.
TWFRA	54	161	215
CD&DFRA	36	122	158
CFA	33	156	189

- 4 We reviewed data at Cleveland indicating the extent to which the 30 per cent reduction in accidental dwelling fires in 2005/06 was down to a change in guidance for burnt foodstuff. We found that there was a move of 60 incidents from accidental dwelling fires to false alarms (good intent), which equated to a 13 per cent reduction in accidental dwelling fires. We then tested all 180 false alarm (good intent) cases at Cleveland in January 2007 by reviewing the closure screen. There was only one case where CLG guidance suggested a fire had occurred and thus a FDR1 should have been completed.

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Appendix 2 – Arrangements for data quality

- 1 The table below illustrates that all three FRAs have adequate arrangements for data quality.

Table 5 Compliance with Audit Commission good practice for data quality

Good practice	TWFRA	CD&DFRA	CFA
Regular, independent validation of all fire BVPIs by QA officers.	√	√	√
Regular training of staff responsible for incident recording.	√	√	√
Approving an appropriate data quality policy.	√	√	√
Feeding back performance information to those responsible for incident recording.	√	√	√
Restricting completion of FDR1s to Crew Manager and above.	√	√	√
Providing CLG's FDR1 Guidance Notes (94) to all stations.	√	√	√
Issuing supplementary guidance via email, presentations or procedure notes.	√	√	√

Appendix 3 – FDR1 guidance notes (94) App 17: Guide to recording of burnt food

- 1 Generally, a fire is reportable if there is ‘an event of uncontrolled burning involving flames heat or smoke’. However, there are some circumstances in which the definition is not quite as clear cut. This guide has been created in consultation with Her Majesty’s Fire Inspectorate, following the apparent confusion amongst some brigades regarding whether incidents involving burnt food/toast should be recorded as an FDR1 fire or a false alarm (FDR3).

Note: references to ‘bread’ includes ‘food’ and ‘cooking oil’; references to ‘toasts’ includes ‘cooks’ and ‘heats’.

State	Condition	Fumes? (1)	Heat/ smoke/ flame?	Brigade Attends?	A ‘Fire’?	Reporting category
1	Bread toasts	No	No	No	No	Not applicable
2a	Bread toasts	Yes	No	Yes	No	FDR3 FALSE ALARM ‘Good intent’, eg person calls fire brigade thinking it was a fire after smelling toast or ‘Due to apparatus’. As appropriate - see FDR3 Guidance.

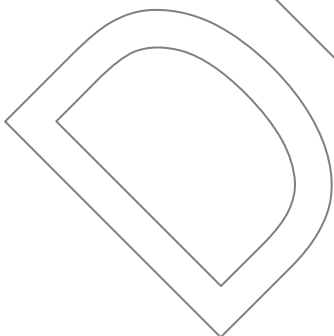
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State	Condition	Fumes? (1)	Heat/ smoke/ flame?	Brigade Attends?	A 'Fire'?	Reporting category
2b	Bread gives off heat/smoke - no damage beyond the bread/or cooking method requires burning (eg flambé cooking) or cooking at high temperatures (such as stir frying), or person prefers food 'blackened' - ie process is controlled	Yes	Yes	Yes	No	FDR3 FALSE ALARM 'Good intent', eg person calls fire brigade thinking it was a fire after smelling toast or 'Due to apparatus'. As appropriate - see FDR3 Guidance
3	Bread burns with flame - no spread but situation could be uncontrolled burning (unless cooking method requires burning or cooking at high temperatures then assume that process is controlled - see above and record as false alarm).	Yes	Yes	Yes	Yes	FDR1

State	Condition	Fumes? (1)	Heat/ smoke/ flame?	Brigade Attends?	A 'Fire'?	Reporting category
4	Bread gives off heat/smoke causing damage to item(s) beyond the bread - regardless of cooking process as incident has become uncontrolled.	Yes	Yes	Yes	Yes	FDR1
5	Bread burns with flame - fire spreads to other item(s); uncontrolled.	Yes	Yes	Yes	Yes	FDR1

(1) Fumes are defined as particle products of combustion; sufficient to set off alarm (or cause person to call brigade).

Source: T:\ER\GUIDE TO RECORDING OF BURNT FOOD.



Appendix 4 – Action plan

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
Data quality						
9	R1 Distinguish between data collected for internal management information and used to calculate BVPIs.	3			This will benefit the FRA by ensuring that efforts to capture information on incidents do not unfairly disadvantage the FRA in comparison based on BVPI 142 (iii).	
9	R2 Ensure that fire returns are only completed where they are necessary to comply with CLG guidance.	3			As above.	
9	R3 Ensure that station managers review fire returns for all accidental dwelling fires and visit the property wherever necessary to determine if fire returns have been correctly completed.	3			As above plus a further control against data recording errors.	
9	R4 Verify the status of properties described as residential homes on the gazetteer.	1			A control against the overstatement of dwelling fires due to misclassifications between sheltered accommodation and residential homes.	

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
Reducing accidental dwelling fires						
14	R5 Prepare a strategy for home fire risk assessments including SMART targets for reducing accidental dwelling fires by a fixed percentage within a stated timescale.	3			The benefit of this will be a strong motivation for improvement.	
14	R6 Evaluate the strategy for reducing accidental dwelling fires regularly by comparing the level of such fires between years split over causes of fires and wards where they were located with the level of preventative activity in the wards. The impact analysis should be communicated to stations to inform future community safety work.	2			This will benefit the FRA by ensuring that HFRAs are effectively targeted to achieve the most impact at reducing accidental dwelling fires.	
14	R7 Increase targets for home fire risk assessments in areas where accidental dwelling fires are high.	3			As above.	

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Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
14	R8 Increase the proportion of home fire risk assessments with set appointment times and review current procedures for delivering HFRA's to improve value for money.	3			This will benefit the FRA by ensuring that more HFRA's are delivered within current resources and they have more impact at changing householder's behaviour.	
14	R9 Target proactive home fire risk assessments using information on risk at super-output level including the lifestyle of vulnerable people..	2			This will benefit the FRA by ensuring that HFRA's are effectively targeted to achieve the most impact at reducing accidental dwelling fires.	
14	R10 Ensure that multi-lingual advocates work with community safety staff to visit locations frequented by asylum seekers and BME groups and liaise with community and faith groups to promote fire safety and arrange home fire risk assessments.	2			As above.	
14	R11 Summarise actions agreed at the end of each home fire risk assessment and leave a copy with the householder for future reference.	3			This will benefit the FRA by ensuring that HFRA's have more impact at reducing ADFs..	

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
14	R12 Produce a DVD portraying graphically the dangers of common behaviour that causes accidental dwelling fires and play the appropriate track at the conclusion of a home fire risk assessment when they encounter high-risk behaviour.	1			As above.	
14	R13 Extend the service level agreement agreed with 'Your Homes Newcastle' to all major providers of sheltered accommodation so that wardens or housing managers check out all fire alarms before dialling 999 and conduct their own home fire risk assessments for all their properties	3			This will benefit the FRA by reducing the number of false alarms and small fires attended in sheltered accommodation by allowing housing providers to manage the risk themselves.	
15	R14 Work with student housing offices and student unions to target student areas for its chip pan initiatives.	2			This will help the FRA get across fire safety messages to students living in privately rented accommodation.	

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Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
15	R15 Supplement home fire risk assessments with post fire investigations for all fires through which targeted fire safety advice is given to victims.	2			This will help reduce the likelihood of similar fires recurring at the same properties.	
15	R16 Develop a multi-agency partnership scheme in the ward with the highest incidence of accidental dwelling fires whereby partners co-ordinate with the FRA to deliver fire safety information when they have access to householders homes for other purposes and in return the FRA delivers their key messages when they carry out home fire risk assessments.	2			This will benefit the FRA and partners by ensuring that they do not compete to access the same vulnerable people and fire safety advice is co-ordinated with other services.	
15	R17 Produce a report considering the costs and benefits of extending the partnership in Newcastle for home fire risk assessments being a condition of council house tenancy to the other registered social landlords.	1			This will ensure that the arrangement for social housing in Newcastle is properly evaluated before a decision is taken on whether or not to extend it to the other districts.	
15	R18 Develop partnerships with Primary Care Trusts to reduce the risk of accidental dwelling fires among smokers through referrals to smoking cessation schemes and the provision of spin-top ash trays as appropriate.	1			The benefit of this to the FRA is a reduced risk of fire from smoking materials.	