

Scottish Resilience

Scottish Fire and Rescue Advisory Unit

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The Clerks to the Joint Fire and Rescue Boards
The Chief Executive, Dumfries and Galloway Council
The Chief Executive, Fife Council
The Chief Officer



16 July 2009

Dear Sir/Madam

SCOTTISH FIRE AND RESCUE SERVICE CIRCULAR 9/2009

THE PROVISION OF OPERATIONAL GUIDANCE FOR FIRE AND RESCUE SERVICES IN SCOTLAND

1. At the meeting of the Ministerial Advisory Group (MAG) on 16 June 2009, it was agreed to establish a Scottish Operational Guidance Programme Board. The Programme Board will be a consultative forum to manage current and future operational guidance for the Fire and Rescue Service in Scotland.
2. The responsibility of the Programme Board will be to:
 - ensure that operational guidance produced elsewhere in the UK is, when appropriate, developed for adoption in Scotland;
 - contribute to the development of UK operational guidance;
 - put forward issues for consideration by the CLG Operational Guidance Programme Board for the development of national (UK) guidance; and
 - develop Scottish guidance where this is considered as a priority for Scotland but where there is no proposal to develop guidance elsewhere in the UK.

3. The Head of the Scottish Fire and Rescue Advisory Unit will chair the Programme Board. The following organisations shall have membership:

- Association of Principal Fire Officers;
- Chief Fire Officers Association (Scotland);
- COSLA;
- Fire and Rescue Services Unit, Scottish Resilience;
- Fire Brigades Union;
- Fire Officers Association;
- Institution of Fire Engineers;
- Retained Firefighters Union;
- Scottish Fire Conveners Forum;
- Scottish Fire Services College; and
- Other relevant bodies as deemed appropriate by the Board.

4. The establishment of the Programme Board will give strategic direction to the issue of prioritised operational guidance to enhance service delivery and support firefighter safety in Scotland.

5. The chair of the Programme Board will produce a report to scheduled meetings of MAG seeking endorsement of the programme of development and issuing of operational guidance to Scottish Fire and Rescue Services.

Yours faithfully

A handwritten signature in black ink, appearing to read 'B Fraser', written in a cursive style.

BRIAN FRASER
Head of the Scottish Fire and Rescue Advisory Unit