



Local Government Act 1972

A Meeting of the Combined Fire Authority for County Durham and Darlington will be held remotely on Tuesday 16 March 2021 at 10.00 am to consider the following business:-

PART A

1. Declarations of interest, if any
If Members are aware of a private or personal conflict of interest in relation to any items on the Agenda, this should be disclosed at this stage or when the conflict of interest arises during consideration of an item in accordance with the Code of Conduct for Members.
2. Minutes of the meeting held on 19 February 2021 (Pages 3 - 8)
3. Current Correspondence - Report of Assistant Chief Fire Officer - Service Support (Pages 9 - 18)
4. Notes of the Audit and Risk Committee - Report of Chair (Pages 19 - 22)
5. Notes of the Performance Committee - Report of Chair (Pages 23 - 24)
6. Performance Report Quarter Three 2020/21 - Report of Area Manager Emergency Response (Pages 25 - 32)
7. Localism Act - Pay Policy Statement 2021/22 - Report of Treasurer and Clerk (Pages 33 - 38)
8. Local Government (LGA) Subscription - Report of the Chief Fire Officer (Pages 39 - 44)
9. COVID-19 Additional Activities Stats - Report of Area Manager Assets and Assurance (Pages 45 - 48)
10. Community Safety Update - Report of Member Champion for Community Safety (Pages 49 - 54)

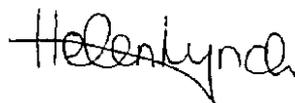
11. Community Risk Management Plan (CRMP) Consultation 2020-2021 Interim Results - Report of Policy Support Officer (Pages 55 - 58)
12. Equality, Diversity and Inclusion Group Update - Report of Equality, Diversity and Inclusion Member Champion (Pages 59 - 88)
13. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration
14. Any resolution relating to the exclusion of the public during the discussion of items containing exempt information

PART B

Items during which it is considered the meeting will not be open to the public (consideration of exempt or confidential information)

15. Long Service and Good Conduct Medal - Report of the Chief Fire Officer (Pages 89 - 90)
16. Fire Fatality - Presentation of Area Manager Community Risk Management (Pages 91 - 98)
17. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration

PURSUANT to the provisions of the above named Act, **I HEREBY SUMMON YOU** to attend the said meeting



H LYNCH

Clerk to the Combined Fire Authority
for County Durham and Darlington

TO: The Members of the Combined Fire Authority for County Durham and Darlington

Durham County Councillors:

Councillors B Avery, A Batey, D Bell, J Bell, R Bell, P Brookes, C Carr, D Freeman, D Hicks, A Laing, L Maddison, R Manchester, L Marshall, C Potts, G Richardson, J Robinson, E Scott, J Shuttleworth, D Stoker, F Tinsley and J Turnbull.

Darlington Borough Councillors:

Councillors H Crumbie, B Jones, G Lee and A J Scott.

At a **meeting** of the **Combined Fire Authority for County Durham and Darlington** held in **remotely**, on **Friday 19 February 2021** at 10.00 am.

Present:

Durham County Councillors:

Councillors B Avery, A Batey, D Bell, J Bell, R Bell, D Freeman, D Hicks, A Laing, L Maddison, J Maitland, R Manchester, L Marshall, C Potts, G Richardson, J Robinson, E Scott, J Shuttleworth, D Stoker, F Tinsley and J Turnbull.

Darlington Borough Councillors:

Councillor H Crumby, B Jones, G Lee and A Scott

Apologies for absence were received from Councillor C Carr.

Independent Person:

A Simpson

The Chair asked Cllr Batey to pass on the Authority's good wishes to Cllr Carr and passed thoughts and good wishes to all staff and their families who were suffering with COVID-19 at this time.

A1 Declarations of Interest

Cllr J Robinson declared an interest in item 11 Estates Update.

A2 Minutes of the Meeting held on 15 December 2020 and 19 January 2021

The minutes of the meeting held on 15 December 2020 and 19 January 2021 were confirmed as a correct record and signed by the Chair (for copy see file of minutes).

A3 Current Correspondence

The Authority received an update from the Assistant Chief Fire Officer in relation to current correspondence received from government and other bodies relevant to the Authority and the status of each (for copy see file of minutes).

A4 Notes of the Finance Committee

The Authority considered a report of the Chair of the Finance Committee which provided an update on the discussions at the meeting held on 3 February 2021 (for copy see file of minutes).

Resolved:

That the contents of the report be noted.

A5 Budget 2021/22 Report under Section 25 of Local Government Act 2003

The Authority considered a report of the Treasurer which provided information on the robustness of the estimates and adequacy of reserves, so that members have authoritative advice available when making their budget decisions (for copy see file of minutes).

Resolved:

- a) The Treasurer's assessment of the robustness of estimates and adequacy of reserves be noted.
- b) When approving the budget and the level of council tax for 2021/22 members have regard to this report.

A6 2021/22 Revenue Budget and Council Tax, Capital Programme and Medium-Term Financial Plan

The Authority considered a report of the Treasurer and Chief Fire Officer which set out the revised revenue budget for 2020/21 and proposals for the 2021/22 budget and medium-term financial plan, the capital budgets for 2021/22 to 2024/25 and the Authority's council tax requirement (for copy see file of minutes).

The Treasurer took the Authority through each section of the report providing an outline of the key information and proposals.

Councillor A Batey, as Chair of the Finance Committee confirmed support for the recommendations of the report and thanked Tony Hope and the team for the work that had gone into the financial planning.

Councillor Shuttleworth noted the rise in council tax and whilst this was not an easy decision agreed it had to be raised.

Resolved:

SECTION B – Consultation

That Members take into account the views of those consulted as they consider the budget and Medium-Term Financial Plan proposals.

SECTION C – Local Government Finance Settlement

That the Authority notes the 2021/22 settlement funding assessment and the uncertainty around the funding position from 2022/23 onwards.

SECTION D – Reserves Strategy

That the Authority agrees to the policy for reserves, that the Authority will:

- i. Set aside sufficient sums in earmarked reserves as it considers prudent to do so.
- ii. Aim to maintain a general reserve of 5% of the net expenditure, currently £1.45m.

SECTION E – Medium-Term Financial Plan

That the Authority:

- (a) Agrees the Medium-Term Financial Plan.
- (b) Notes the Treasurer's comments on the robustness of the estimates, the adequacy of reserves and the risks in the budget, as set out in the separate report under Section 25 of the Local Government Act 2003.

SECTION F – Revenue Budget

That the Authority adopts the following resolutions:

- (a) That the revised revenue budget for 2020/21, as set out in Appendix A be approved.
- (b) That the Treasurer be authorised to make any proper accounting transactions that would be in the interests of the Authority in relation to the accounts for 2020/21.
- (c) That the revenue budget for 2021/22, as set out in Appendix A be approved.

SECTION G – Capital Strategy 20120/21 to 2024/25

That the Authority approves the revised capital budget for 2020/21 and the capital budgets for 2021/22 to 2024/25.

SECTION H – Fire Authority Council Tax Requirement

- (a) That the Authority determine the level of Council Tax for 2021/22.
- (b) Based on the Net Expenditure of £29,337,855 and a Band D Council Tax of £107.55 the Authority adopts the following resolutions for the year ending 31 March 2022:
 - i. That the 'council tax base' for the whole of the Authority's area be £175,102.80.
 - ii. That there be no Authority expenses relating to a part only of the Authority's area.
 - iii. That the 'basic amount of council tax' be £18,832,306.14 and the amount of council tax for each category of dwelling be as set out in table 15.
 - iv. That the Net Expenditure be £29,337,885 and that, after taking into account revenue support grant of £3,499,067 business rates income of £1,431,840, top up grant of £5,691,126, and a surplus on the collection fund of £116,484, precepts totalling £18,832,306.14 be issued to Durham County Council and Darlington Borough Council.

SECTION I – Prudential Code

- (a) That the Authority notes the prudential indicators.
- (b) That the Authority approves the MRP Statement.
- (c) That the Authority approves the following limits for external debt in 2021/22:
 - i. Authorised Limit of £15.327m
 - ii. Operational Boundary of £13.934m

SECTION J – Treasury Management 2021/22

- (a) That the Authority continues to adopt the key recommendations of the CIPFA code.

- (b) That the Authority notes the Annual Treasury Management Strategy as set out in Annex K3.
- (c) That the Authority sets an upper limit on its fixed interest rate exposures for 2021/22, 2022/23 and 2023/24 of 100% of its net outstanding principal sum.
- (d) That the Authority sets an upper limit on its variable interest rate exposures for 2021/22, 2022/23 and 2023/24 of 30% of its net outstanding principal sums.

A7 Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services Update

The Authority considered a report of the Area Manager Assets and Assurance which provided members with an update on the COVID-19 thematic inspection of Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) (for copy see file of minutes).

Resolved:

That the contents of the report were noted, and further reports received as appropriate.

A8 Any Other Business

There was no other business.

A9 Exclusion of the public

That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12A to the said Act.

B 10 COVID-19: Issue between the Fire Brigades Union and the National Employers

The Authority considered a report of the Chief Fire Officer which provided an update on the issue that arose during January between the Fire Brigades Union (FBU) and the National Employers relating to the governance of additional activity undertaken to support COVID-19 pandemic.

The Chief Fire Office asked the Area Manager Assets and Assurance to provide an update on the numbers of staff volunteering at community testing sites, vaccination centres and local contact tracing.

Resolved:

That the contents of the report were noted, and a verbal update at the meeting was given in relation to the additional activities being undertaken.

B11 Estates Update

The Authority considered a report of the Head of Corporate Resources to provide members with an update on the latest position in relation to the Estates Improvement Programme (EIP).

Members passed on their thanks to those involved with the build.

Resolved:

The report was noted.

Any Other Business

There was no other business

CLOSE OF MEETING

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Current Correspondence: February 2021 – March 2021

No	Release Date	Subject	Summary	Action CFA Report	Action CFA Response	Action Info
1	17/2/2021	Letter from Lord Greenhalgh, Minister of State for Building Safety, Fire and Communities at MHCLG and Home Office.	“Responding to new risks” grant payment that contributes to maintenance of the specialist Marauding Terrorist Attack (MTA) capability. Appendix 1 and 2			√
2	26/2/2021	Letter from Sir Thomas Winsor WS, Her Majesty’s Chief Inspector of Fire and Rescue Services	New dates for implementation of HMICFRS national recommendations in respect of the fire and rescue sector. Appendix 3			√

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To:

Chief Fire Officers, and Chief Executives
as listed in attached Grant Determination
London Fire Commissioner

By Email only

Dear All,

**Specialist Marauding Terrorist Attack capability – ‘Responding to New Risks’ Grant -
Section 31 Grant Determination FY2020/21 No 31/5358**

I am writing to confirm the ‘Responding to New Risks’ grant payment for financial year 2020-21, that will contribute to the maintenance of the specialist Marauding Terrorist Attack (MTA) capability.

I would like to take this opportunity to express my thanks to you for the continued support the fire and rescue service has shown in delivering this key capability. The threat from terrorism to our communities remains, and the role firefighters play in responding is crucial to providing an effective multi-agency response.

A copy of the grant determination is attached, and the payments will be made in early March.

I am copying this letter to the Chair of your Fire and Rescue Authority and Finance Officers.

Lord Greenhalgh
Minister of State for Building Safety, Fire and Communities at
Ministry of Housing, Communities & Local Government and Home Office

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**Responding to New Risks - Revenue Grant Determination (2020/21):
No 31/5358.**

Stephen Greenhalgh, Minister of State for Building Safety, Fire and Communities at the Home Office (“the Minister”) in exercise of the powers conferred by section 31 of the Local Government Act 2003, makes the following determination:

Citation

1) This determination may be cited as the Responding to New Risks Revenue Grant Determination (2020/21) No 31/5358.

Definitions

2) In this determination “the Act” means the Local Government Act 2003.

Purpose of the grant

3) The purpose of the grant is to provide support to fire and rescue authorities in England towards expenditure lawfully incurred or to be incurred by them.

Determination

4) The Minister determines that the authorities to which grant is to be paid and the amount of grant to be paid are the authorities and the amounts set out in **Annex A**.

Conditions

5) Grant paid to the Greater London Authority under this grant determination must be transferred by the Mayor to the London Fire Commissioner.

Treasury consent

6) Before making this determination, the Minister obtained the consent of the Treasury.

Signed by the Minister.



**Lord Greenhalgh
Minister of State for Building Safety, Fire and Communities at
Ministry of Housing, Communities & Local Government and Home Office**

17 February 2021

Annex A

Responding to New Risks – Revenue Grant Determination (2020/21) No 31/5358 Grant no: 081_Responding to New Risks 20/21

Fire and Rescue Authority to which the grant is to be paid	Amount
Avon Fire Authority	£28,935.50
Bedfordshire and Luton Combined Fire Authority	£28,935.50
County Durham & Darlington Fire and Rescue Authority	£28,935.50
Devon and Somerset Fire and Rescue Authority	£9,645.16
East Sussex Fire Authority	£9,645.16
Essex Fire Authority	£28,935.50
Gloucestershire County Council	£28,935.50
Greater London Authority	£196,871.00
Hampshire Fire and Rescue Authority	£57,871.00
Hertfordshire County Council	£28,935.50
Humberside Fire Authority	£9,645.16
Kent and Medway Towns Fire Authority	£57,871.00
Lincolnshire County Council	£9,645.16
Merseyside Fire and Rescue Authority	£57,871.00
Norfolk County Council	£9,645.16
Nottinghamshire and City of Nottingham Fire Authority	£28,935.50
Royal Berkshire Fire Authority	£9,645.16
South Yorkshire Fire and Rescue Authority	£28,935.50
Stoke on Trent and Staffordshire Fire & Rescue Authority	£28,935.50
Tyne and Wear Fire and Rescue Authority	£28,935.50
West Midlands Fire and Rescue Authority	£28,935.50
West Sussex County Council	£28,935.50
West Yorkshire Fire and Rescue Authority	£28,935.50
Total	£804,516.46



Promoting improvements
in policing and fire & rescue
services to make everyone safer

6th Floor, Globe House,
89 Eccleston Square, London SW1V 1PN
Direct Line: 020 3513 0521
Email: tom.winsor@hmicfrs.gov.uk

Sir Thomas Winsor ws
Her Majesty's Chief Inspector of Fire and
Rescue Services

Chief fire officers
Chairs of fire authorities
Police, fire and crime commissioners
Police and crime commissioners
Lead fire authority members
Locally elected mayors
Other FRS interested parties

26 February 2021

Dear Colleagues,

FIRE AND RESCUE INSPECTIONS 2019 - NATIONAL RECOMMENDATIONS

This letter concerns the new dates for implementation of the inspectorate's national recommendations in respect of the fire and rescue sector, and the monitoring of progress against them.

2. To date, we have made six national recommendations which we believe are necessary to bring improvements to the fire and rescue sector. These recommendations are listed at Annex A.
3. While encouraging progress has been made in relation to some of these recommendations, in others, work is still in its infancy or hasn't begun. I know COVID-19 has had an effect on some of this work, diverting resources to other priorities.
4. In some cases, original completion dates have now passed. I've consulted with each of the organisations named in the recommendations to obtain their views on the new proposed completion dates. These new dates have now been established and are listed in the annex. These dates will also be included in State of Fire and Rescue 2020 which will be published next month.
5. While I would prefer to establish by agreement dates for the recommendations against which the Home Office has responsibility, I appreciate they are being included in a bigger reform programme. I hope an announcement on this programme – and its implementation plan – will be made as soon as possible.
6. The findings from our recent COVID-19 inspections reinforce my view that these recommendations are still necessary. National and local reform continues, but further direction and work is necessary. During the pandemic, we have seen the restrictions with which chief fire officers and services are faced.
7. I have asked the named organisations to keep the inspectorate informed of progress.

Yours sincerely,

Sir Thomas Winsor WS
Her Majesty's Chief Inspector of Fire and Rescue Services

Annex A – new completion dates for HMICFRS’ national recommendations

Recommendation	Original completion date	Proposed new completion date
<p>Recommendation 1:</p> <p>As soon as is practicable, the Home Office, the National Fire Chiefs Council and the Local Government Association, in consultation with the Fire Standards Board and the Association of Police and Crime Commissioners, should establish a programme of work that will result in consistency in the four priority areas: 1. identifying and determining risk as part of the IRMP process; 2. identifying and measuring emergency response standards and approaches; 3. defining what are high-risk premises for the purposes of fire protection; and 4. setting an expectation for how frequently high-risk premises, and parts of those premises, should be audited for compliance with fire safety legislation.</p> <p>There should be completion or significant progress in the priority areas specified above towards a common set of definitions and standards for fire and rescue services to adopt and apply as soon as reasonably practicable.</p>	December 2020	December 2021
<p>Recommendation 2:</p> <p>As part of the next Spending Review, the Home Office, in consultation with the fire and rescue sector, should address the deficit in the fire sector’s national capacity and capability to support change.</p>	Next spending review	Complete
<p>Recommendation 3:</p> <p>The Home Office, in consultation with the fire and rescue sector, should review and with precision determine the roles of: (a) fire and rescue services; and (b) those who work in them</p>	June 2020	Awaiting fire reform implementation plan from Home Office
<p>Recommendation 4:</p> <p>The Home Office, the Local Government Association, the National Fire Chiefs Council and trade unions should consider whether the current pay negotiation machinery requires fundamental reform. If so, this should include the need for an independent pay review body and the future of the ‘grey book’.</p>	June 2020	June 2021

Recommendation	Original completion date	Proposed new completion date
<p>Recommendation 5:</p> <p>The Home Office should consider the case for legislating to give chief fire officers operational independence. In the meantime, it should issue clear guidance, possibly through an amendment to the Fire and Rescue National Framework for England, on the demarcation between those responsible for governance and operational decision making by the chief fire officer.</p>	September 2020	Awaiting fire reform implementation plan from Home Office
<p>Recommendation 6:</p> <p>The National Fire Chiefs Council, with the Local Government Association, should produce a code of ethics for fire and rescue services. The code should be adopted by every service in England and considered as part of each employee's progression and annual performance appraisal.</p>	December 2020	March 2021

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County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

12 November 2020

Notes of the Audit and Risk Committee Meeting held on 25 February 2021

Report of the Chair of the Audit and Risk Committee

Members Present: Cllr J Turnbull in the Chair

Cllrs B Avery, D Bell, R Manchester, G Lee, E Scott

Purpose of the report

1. The purpose of this report is to provide members with an update on the discussions and recommendations of the Audit and Risk Committee held on 25 February 2021.

Corporate Governance Action Plan Update

2. Members received an update on the progress being made in relation to the actions arising from the development of the Authority's corporate governance arrangements.

The Committee **noted** the contents of the report and the ongoing work in relation to the corporate governance arrangements of the Authority.

Corporate Risk Register – Position at 31 January 2021

3. Members were presented with the details of the corporate risk register as at 31 January 2021. New risks and those which had increased in severity were discussed.

The committee **considered** the Corporate Risk Register.

Internal Audit Progress Report

4. Members received details of the work undertaken by Internal Audit between 1 April 2020 and 31 March 2021. It was noted that within the reporting period amendments had been made to the plan and no outstanding draft reports were due.

The committee **considered** the outturn position in delivering the internal audit plan for 2020/21 together with that made by managers responding to the work of internal audit to gain assurance on the adequacy and effectiveness of the internal control environment.

Head of Internal Audit Annual Opinions: Addressing the Risk of Limitation of Scope

5. Members were presented with information about some recently issued guidance published by the chartered Institute of Public Finance and Accountancy (CIPFA) in relation to Head of Internal Audit (HIA) Annual Opinions: Addressing the Risk of a Limitation of Scope.

The Committee **noted** the report.

Audit Plan

6. Members received an overview of the Internal Audit Plan for the period 1 April 2021 to 31 March 2022.

The Committee **agreed** the Internal Audit Plan for 2021/22.

Internal Audit Charter

7. Members received a report which sought approval of the Internal Audit Charter initially agreed in February 2020 to be applied to all reviews undertaken as part of the Internal Audit Plan for 2021/22. The charter had not significantly changed.

The Committee **agreed** that Internal Audit Charter.

External Audit Progress Report

8. Members received an update on the progress made in delivering responsibilities as the Authorities external auditors. No significant matters were identified.

The Committee **noted** the report.

Audit Fee Variation Letter

9. Members received an update on additional external audit fee for 2019/20 which had been previously highlighted.

The Committee **noted** the report.

Annual Audit Letter

10. Members received the Annual Audit Letter which summarised the work that the external auditors had undertaken for the year ended 31 March 2020.

The committee **noted** the report.

Consultation on the Amendments to the Accounts and Audit Regulations Letter from MHCLG

11. Members received a letter from MCHLG which gave notice of the extension to publishing local authority audited accounts to 30 September for two years and draft accounts to be published on 31 July.

The committee **noted** the report.

PART B

Internal Audit Outstanding Actions (appendix 3)

12. Members **noted** the outstanding actions.

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County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

1 March 2021

Notes of the Performance Committee 1 March 2021

Report of the Chair of the Performance Committee

Members Present: Cllr R Manchester in the Chair
J Bell, D Stoker, J Shuttleworth (substitute for B Avery),
and G Lee

Apologies: Cllr C Carr and B Avery

Purpose of the report

1. The purpose of this report is to provide members with an update on the discussions and recommendations of the Performance Committee held on 1 March 2021.

Retained Duty System Project Update

2. A presentation on the Retained Duty System Project was given by J Trowell and A Hobson. The committee noted the streamlined recruitment process and the work that was being undertaken on retention.

Overview and Outline of the Building Planning Process

3. A verbal update was received from C Hockaday on the building planning process (Building Regulations 2010) and the work the Business Fire Safety team undertake in the planning process. Discussion followed on the

engagement between the Fire Service and Building control and the risk-based inspection programme that the service was undertaking.

Performance Report Quarter Three 2020/21

4. The organisational performance for quarter three was presented to the committee. Overall, 67% of the strategic PIs met or exceeded their target level. The key areas of performance where performance was strong or where additional work is required to secure improvement were discussed with the members.

The committee **noted** the report.

Sickness Absence Performance Quarter Three

5. Members were given an update on sickness for the period 1 April 2020 – 31 December 2020. Sickness by staff group was discussed and in relation to Covid-19.

The Committee **noted** and **commented** on the report.

Letters of Appreciation

6. There had been 19 letters received. The Committee considered the various letters or appreciation that had been submitted to the service

The Committee **noted** the report.

Part B

Formal Complaints

7. The committee **noted** the report 2 letters had been received in the reporting period.



Safest People, Safest Places

Combined Fire Authority

16 March 2021

Performance Report – Quarter Three 2020/21

Report of Area Manager, Community Risk Management

Purpose of report

1. This report presents a summary of organisational performance at the end of the third quarter of the 2020/21 financial year.

Background

2. Both operational and corporate performance is monitored and managed internally via the monthly Performance and Programme Board (PPB) and Service Leadership Team (SLT) forums. Members of the Combined Fire Authority (CFA) consider performance on a quarterly basis at meetings of the Performance Committee and the full CFA.
3. A comprehensive suite of performance indicators (PIs) are employed to measure both operational and corporate performance. Targets are set on an annual basis against SMART criteria and take account of longer-term trends and the potential for spikes in performance.
4. This robust approach to performance management enables action to be taken at an early stage if performance is not meeting expectations and provides assurance that resources are being directed towards the areas of greatest risk.
5. In addition to setting a target level for relevant PIs, the Service also employs a system of tolerance limit triggers that allow under or over performance to be highlighted to the PPB when the PI goes beyond set tolerances, which vary depending on the indicator. Each PI has a total of four tolerance limit triggers, two each for both under and over performance.
6. Performance is presented from two perspectives, by comparison against the annual target levels, and by comparison with performance at the same point last year.

Overview of performance across all indicator categories

7. An overview across both operational and corporate key PIs at the end of quarter three for 2020/21 shows 65% of the strategic PIs met or exceeded their target level, while 70% of the strategic PIs either maintained or improved when compared to performance last year.

Performance reporting by exception

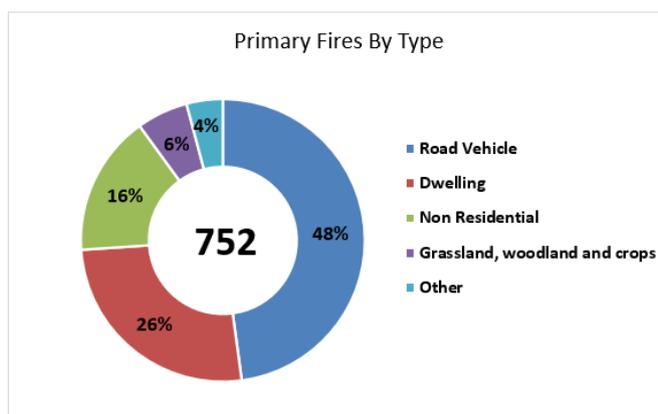
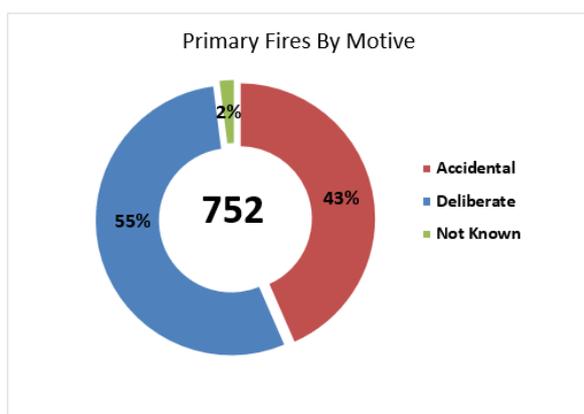
8. The following sections of the report present details of specific operational and corporate indicators where performance was notably strong or where additional work is required to secure improvement. An explanatory narrative is provided for each PI group along with information about how performance compares to the annual target and the previous year.

Prevention

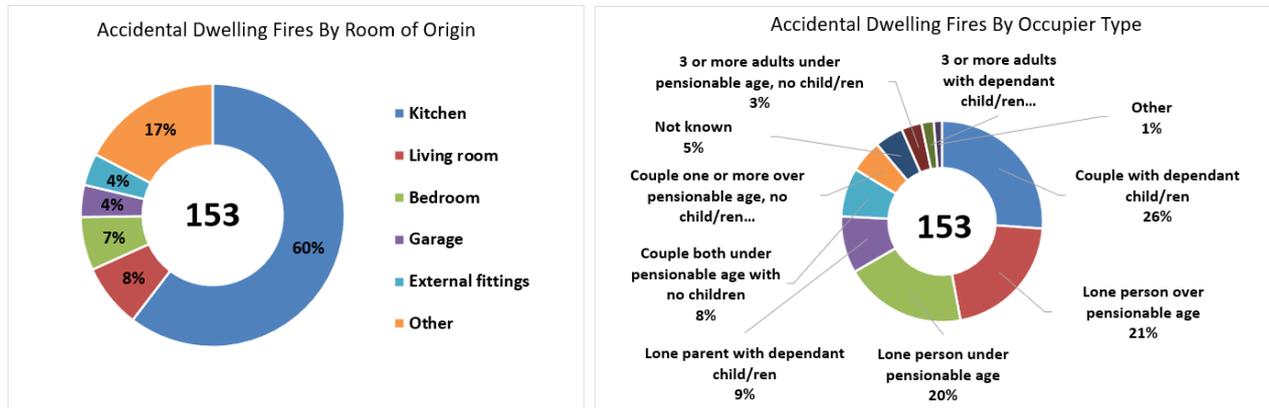
Performance Indicator	Objective	Q3 2020/21 Actual	Q3 Target	Actual vs Target	2019/20 Q3 Actual	Actual vs Previous Year
PI 01 - Deaths Arising from Accidental Fires in Dwellings	Down	0	0	0%	0	0%
PI 02 – Primary Fires	Down	752	758	0.8%	762	1.3%
PI 03 – Number of Accidental Dwelling Fires	Down	153	175	12.6%	182	15.9%
PI 04 - Injuries Arising from Accidental Dwelling Fires	Down	14	13	-7.7%	16	12.5%
PI 05 - Total Secondary Fires	Down	1875	1791	-4.7%	1832	-2.3%
PI 07 – Number of Safe & Wellbeing Visits	Up	3719	5015	-25.8%	15034	-75.3%
PI 42 - Proportion of Safe & Wellbeing Visits to High-Risk People/Properties	Up	52.6%	80%	-34.3%	81.7%	-35.7%

PI01 – No deaths to report to the end of Q3.

PI02 - Car fires still account for the majority of primary fires and work is underway with the multi-agency Arson Suppression Group (ASG) to try to understand and address the incidence of car fires. Intelligence suggests that many car fires are still connected to the activity of Organised Crime Groups (OCGs), predominantly in the East Coast area. In addition to arson attacks committed by OCGs, there is evidence that some fires are from copy-cat or learned behaviours, with arson used as a means of settling disputes between individuals known to each other.

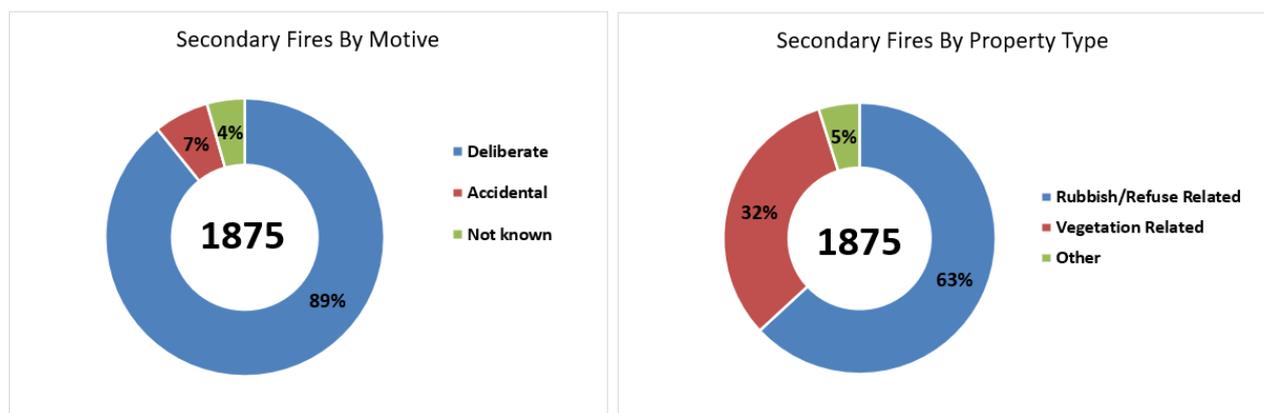


PI03 – Although accidental dwelling fires (ADFs) are performing better than the predicted target and compared to performance last year, kitchen fires in the home are a concern. This may be due to families at home during lockdown being distracted during the preparation of meals by children and young people whilst trying to also home school and work from home.



PI04 – Injuries from ADFs to the end of Q3 are slightly above the predicted target but below the performance at the same reporting period last year. 85% of the injuries caused by ADFs occurred from fires in kitchens, and only 15% of the injuries occurring from fires that occurred in living rooms. The human factors that influence injuries from ADFs include distraction, falling asleep and excessive and dangerous storage of materials. In response to the majority of injuries being received from fires that start in kitchens, the Service supported the NFCC campaign on cooking during July 2020 and home fire safety in September 2020. The support of these campaigns included the delivery of key messages through the Service social media channels and the focus on cooking fires during the delivery of telephone safe and wellbeing visits.

PI05 – This indicator is slightly over target, with loose refuse recognised as the common issue across the Service and particularly in the East Coast area and Darlington. The Service continues to work with partner agencies through the fly tipping task force other local schemes to report and remove waste.



PI07 – The number of safe and wellbeing visits (SWV) has been significantly impacted by the societal impact of the COVID-19 pandemic. Crews have replaced physical visits with telephone visits, but

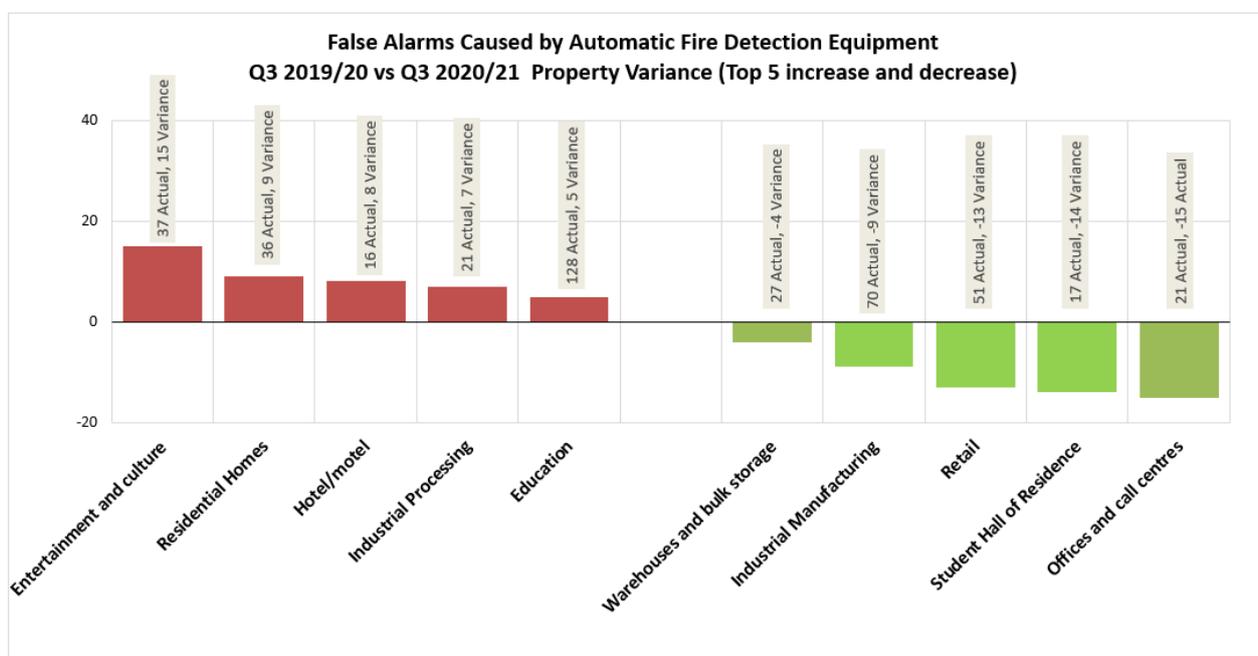
the availability of contact numbers and other factors has limited the delivery of SWV advice. Community Risk Officers have continued to deliver the visits to the highest risk individuals. Social media and other initiatives have been used to encourage individuals to contact the Service for telephone SWV advice.

Protection

Performance Indicator	Objective	Q3 2020/21 Actual	Q3 Target	Actual vs Target	2019/20 Q3 Actual	Actual vs Previous Year
PI 10a - Primary Fires in Non-Domestic Premises	Down	58	82	29.3%	85	31.8%
PI 14 - False Alarms Caused by Automatic Fire Detection Equipment	Down	526	511	-2.9%	547	3.8%
PI 17 – Number of Fire Safety Audits	Up	850	912	-6.8%	1543	-44.9%

PI10a – This indicator continues to perform well even though the number of audits delivered are reduced, this is partially due to some business not being open but this is also due to the Business Fire Safety team continuing to proactively engage with the business community to offer advice and deliver audits using a risk-based approach.

PI14 – The Service continues to engage with businesses to reduce Unwanted Fire Signals (UwFS). All UwFS are investigated and letters sent where they are chargeable under the policy, however there are some circumstances where they are not, for example due to power surges or from testing the system. There have been a number due to testing during Q3 where the system has not been disconnected from the alarm receiving centre which resulted in the Service being called. A new letter is to be prepared to send to premises which have an UwFS due to testing to try and minimise this happening in the future as the Localism Act does not allow us to charge for this type of actuation.

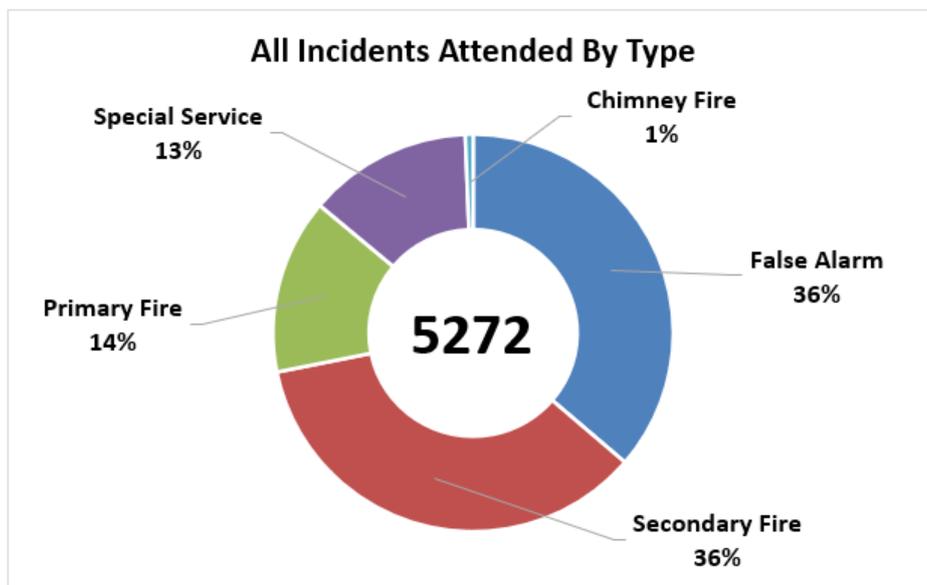


PI17 – The central team are continuing to carry out both physical and desk top audits and supporting local partners by conducting Covid compliance checks during the inspections where needed. At this time Emergency Response crews are not delivering fire safety audits.

Response

Performance Indicator	Objective	Q3 2020/21 Actual	Q3 Target	Actual vs Target	2019/20 Q3 Actual	Actual vs Previous Year
Total Emergency Calls Received (including EMR)	N/A	12007	N/A	N/A	11476	-4.6%
Total Incidents (excluding EMR)	N/A	5272	N/A	N/A	5295	0.4%
Total Fires	N/A	2660	N/A	N/A	2630	-1.1%
Total False Alarms	N/A	1914	N/A	N/A	1842	-3.9%
Total Special Services (excluding EMR)	N/A	698	N/A	N/A	821	15%
Total Road Traffic Collisions	N/A	157	N/A	N/A	230	31.7%
Total Emergency Medical Response (EMR)	N/A	2	N/A	N/A	23	91.3%
PI 06 – Number of Response Standards Met	Up	5	6	-16.7%	4	25%

Total incidents (excluding EMR)

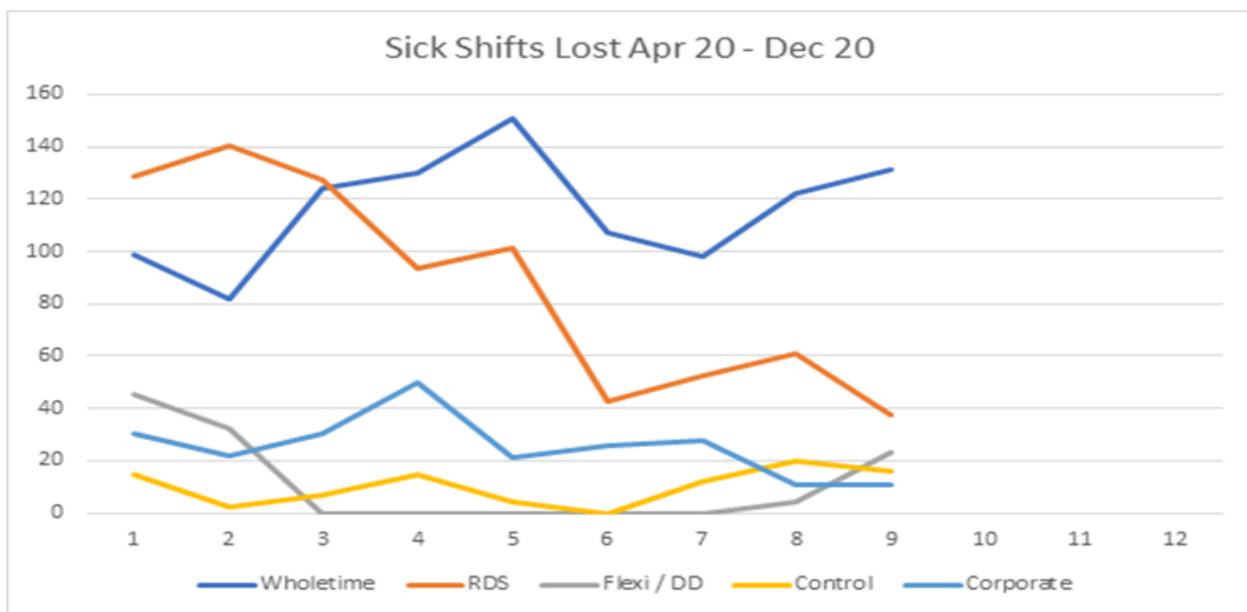


PI06 – Improved performance on same period from the previous year. Divisional managers continue to monitor and investigate response standards through monthly performance meetings with watch and crew managers. Emergency Response (ER) have an ongoing project to review Response Standards in line with the ER Strategy and reporting to PPB.

Workforce

Performance Indicator	Objective	Q3 2020/21 Actual	Q3 Target	Actual vs Target	2019/20 Q3 Actual	Actual vs Previous Year
PI 40 - All Staff Sickness	Down	4.49	4.5	0.2%	5.99	25.04%
PI 69 – Number of Accidents to Personnel	Down	5	11	54.5%	13	61.5%

PI40 – Overall there has been a 29% reduction in shifts lost compared to the same time last year. However, all staff areas have had an increase in COVID related absences in the third quarter primarily through self-isolation due to positive test results and test and trace. Short term absences unrelated to COVID remains low across all categories. People Business Partners will be in post early Q4 which will support the work already done to improve sickness recording and support the management of absences across the service. HR review all long-term absences ongoing and are in frequent discussions with relevant managers what support mechanisms are available including occupational health referrals, Employee Assistance Programme support etc. The Attendance Management Learn Pro module went live in the reporting period to assist with staff and line management awareness and understanding.



PI69 – There have been only two accidents to personnel this quarter keeping our year-to-date figure at five. This is an all-time low since reporting started and shows a good H&S culture.

Finance & Governance

Performance Indicator	Objective	Q3 2020/21 Actual	Q3 Target	Actual vs Target	2019/20 Q3 Actual	Actual vs Previous Year
PI 34 - % of Invoices paid within 30 days	Up	99.1%	95%	4.3%	98.6%	0.5%

Recommendations

9. Members are requested to:
- a. **note** the content of the report;
 - b. **comment** on the reported performance.

AM Keith Wanley, Ext. 5630

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County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

Tuesday 16 March 2021

Localism Act – Pay Policy Statement 2021/22

Report of the Treasurer and Clerk

Purpose of Report

1. The purpose of this report is to seek approval of the pay policy statement for 2021/22.

Background

2. Sections 38 to 43 of the Localism Act 2011 apply to the Fire and Rescue Authority as a relevant Authority. Section 38(1) requires relevant authorities to prepare pay policy statements.
3. Pay policy statements must be prepared for each financial year, be approved by a meeting of members and must also be published.

Guidance

4. The government has also issued guidance on the content of pay policy statements. The guidance “Openness and accountability in local pay” sets out the key areas that need to be included in a pay policy statement. Further supplementary guidance was set out in a letter from the Secretary of State for Communities and Local Government dated 20 February 2013.
5. The guidance has been considered in full when preparing the Authority’s pay policy statement for 2021/22.

2021/22 Pay Policy Statement

6. The 2021/22 pay policy statement is attached at Appendix A.

Recommendations

7. Members are requested to:
 - (a) **approve** the 2021/22 pay policy statement as set out at Appendix A.
 - (b) **note** that the statement will be published on the Authority's website.

County Durham and Darlington Fire and Rescue Authority

Pay Policy Statement 2021/22

1. Background

This document outlines the key principles of County Durham and Darlington Fire and Rescue Authority's (the Authority's) pay policy for 2021/22 aimed at supporting the recruitment and remuneration of the workforce in a fair and transparent way. The policy complies with the Government guidance issued under the Localism Act 2011 (the Act) and sets out:

- the approach towards the remuneration of the posts covered by the terms and conditions of the National Joint Council (NJC) for Brigade Managers of Fire and Rescue Services (Gold Book).
- the remuneration of the lowest paid employees.
- the relationship between the remuneration of Brigade Managers and the remuneration of employees who are not Brigade Managers.

County Durham and Darlington Fire and Rescue Authority is an equal opportunities employer and in setting the pay arrangements for the workforce seeks to pay salaries that are in accordance with the:

- National Joint Council (NJC) for Brigade Managers of Fire and Rescue Services, Constitution and scheme of conditions of service.
- national terms and conditions as set out in the National Joint Council for Local Authorities' Fire and Rescue Services, Scheme of conditions of service for other uniformed members of staff.
- national pay scales and the job evaluation procedure for non-uniformed employees.

2. Posts covered by the NJC Terms and Conditions of Employment for Fire and Rescue Service Brigade Managers (posts defined within the Act as Chief Officers)

The following four posts are covered by the NJC Terms and Conditions of Employment for Fire and Rescue Service Brigade Managers:

Chief Fire Officer
Deputy Chief Fire Officer
Assistant Chief Fire Officer
Deputy Chief Executive

The Authority has responsibility for:

- appointing Brigade Managers.
- setting the level of pay for Brigade Managers.

- reviewing the pay of Brigade Managers.

Appointment of Brigade Managers

Decisions on the recruitment of Brigade Managers are taken by the Fire Authority. An Appointments Panel is established for the purposes of undertaking a robust recruitment process. Decisions on appointing Brigade Managers are made by the Fire Authority taking account of recommendations from the Appointments Panel.

Principles of Brigade Managers Pay

The principles for setting Brigade Managers pay are set out in the NJC Terms and Conditions of Employment for Fire and Rescue Service Brigade Managers.

The Salary Review Group makes recommendations to the Authority on the pay arrangements for Brigade Managers.

In doing so the Salary Review Group takes account of NJC Terms and Conditions of Employment for Fire and Rescue Service Brigade Managers and other factors including:

- The market in which the Authority operates.
- The Authority's short and long-term objectives.
- The Authority's relative size.
- The size of the senior team and responsibilities of individual posts.
- Required on-call arrangements as determined by the Executive Rota.
- The cost of the policy over the short, medium and longer term.
- The total remuneration package.
- The expectations of the community and stakeholders.
- Links with how the wider workforce is remunerated and national negotiating frameworks.

The Salary Review Group also has access to external independent advice on Brigade Managers pay which can be used to consider the context of pay decisions taking account of wider public and private sector pay levels.

3. Key Principles of the Brigade Manager Pay Policy

- (i) The Brigade Manager pay policy is designed to be clear and transparent to those within the roles and key stakeholders. The structure and level of the pay arrangements enable the Authority to attract, motivate and retain key senior talent.
- (ii) The policy is based on spot salaries with clear differentials between levels of work/job size. This policy is reviewed on an on-going basis to ensure it remains fit for purpose and in line with the terms and conditions of Brigade Managers.
- (iii) The Authority's pay policy does not currently include provision for performance related pay, bonuses or other additions to basic salary based on individual or organisational performance.
- (iv) In setting the pay policy for Brigade Managers, a market position has been reached that aims to attract and retain the best talent available at a senior level. The qualifications, experience and calibre of the Brigade Managers employed are considered by the Authority to be amongst the best available in the country.

- (v) Roles at Brigade Manager level have been subject to an externally ratified job evaluation scheme that is transparent and auditable to ensure equality proofing of pay levels.
- (vi) Other terms and conditions for Brigade Managers are defined in the NJC Terms and Conditions of Employment for Fire and Rescue Service Brigade Managers. These terms and conditions set out the arrangements for national and local pay negotiations.
- (vii) On recruitment the Authority will consider and agree the conditions of employment and salary of the Chief Fire Officer, Deputy Chief Fire Officer, Assistant Chief Fire Officer and the Deputy Chief Executive. Consideration will be given to market forces, national government policy, local indicators and NJC guidance.
- (viii) The current individual salaries of Brigade Managers are as follows:

	Annual Salary
Chief Fire Officer	£146,985
Deputy Chief Fire Officer	£117,588
Assistant Chief Fire Officer	£110,239
Deputy Chief Executive	£104,899

- (ix) The statutory officer function of Treasurer to the Fire Authority is undertaken by the Deputy Chief Executive who reports to the Chief Fire Officer.
- (x) The statutory officer function of Clerk to the Fire Authority is provided by Durham County Council under a Service Level Agreement and the post is filled by the Head of Legal and Democratic Services. Details of the pay policy for this position are available in the Durham County Council pay policy.

4. The policy relationship between Brigade Managers pay, the lowest paid workers and the wider workforce

Employees that are conditioned to the “Grey Book” (National Joint Council for Local Authorities' Fire and Rescue Services, Scheme of conditions of service) are paid in accordance with national terms and conditions.

Other employee groups have their pay scales based on a nationally agreed job evaluation system that has been in place since 2008. This arrangement allows for incremental progression in pay for the wider workforce, based on national spinal column points and linked to service in post. This approach towards pay for the wider workforce, and the use of established job evaluation schemes, ensures a planned approach towards pay policy that is accountable, transparent and fair. Pay grades for staff are published as part of the Authority's pay and grading information and are available from the website.

In line with the policy for senior staff, no performance related pay arrangements or bonuses are currently in place for the wider workforce.

Pay multiples for staff based on the pay policy are set out in the table below:

Firefighter multiple	£
Chief Fire Officer salary	146,985
Basic Firefighter salary	31,767
Pay multiple	4.6

Non-Firefighter multiple	£
Chief Fire Officer Salary	146,985
Basic Non-operational salary	19,698
Pay multiple	7.5

The ratio between the pay of the Chief Fire Officer and the lowest paid firefighter is 4.6:1 and against the lowest paid workers that are employed is 7.5:1. Figures published by Government set out an expectation that the pay multiple should be below a ratio of 20:1 in local government.

5. The Approach towards Payment for those Officers Ceasing to Hold Office Under or be Employed by the Authority

Termination of Employment

The Authority has an agreed redundancy policy in relation to officers whose employment is terminated via either voluntary or compulsory redundancy. This policy provides a clear, fair and consistent approach towards handling early retirements and redundancy.

Decisions on early retirements and redundancy are made by the Finance Committee. Where the value of a severance payment exceeds £100,000 the decision is made by the Authority.

In setting this policy, the Authority does at this time retain its discretion to utilise the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales Regulations) 2006.

Policy towards the Re-employment of Principal Fire Officers (Brigade Managers) Previously Employed by the Authority.

In accordance with the requirements of the 2018 Fire and Rescue Framework for England the Authority has a policy of not re-appointing principal fire officers (Brigade Managers) after retirement to their previous, or a similar, post except for in exceptional circumstances when such a decision is necessary in the interests of public safety.

County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

16 March 2021

Local Government Association (LGA) Subscription

Report of the Chief Fire Officer

Purpose of the Report

1. The purpose of this report is to provide details of the LGA subscription for 2021/22 and to seek a decision about continued membership.

Background

2. A letter from Mark Lloyd, Chief Executive of the LGA, setting out the role provided by the LGA and associated subscription rate for 2021/22 was received in February 2021. A copy of the letter is attached at Appendix A.

LGA Services Provided

3. The LGA lobbies on behalf of local authorities on many issues that affect the sector as a whole and works with councils and fire authorities to develop new approaches to improvement and innovation. The attached letter sets out the recent work of the LGA.
4. A significant amount of work has been undertaken by the LGA and in particular the Fire Services Management Committee (FSMC) to make a case for sustainable funding for the sector. This role, alongside that of the National Fire Chiefs Council (NFCC), is extremely helpful in presenting a joined-up and consistent voice for the fire and rescue service to government. Increasingly the LGA and the NFCC are working more closely together.

5. The LGA have also taken the lead with providing legal support for fire and rescue authorities on issues that impact on the entire sector. This reduces duplication of effort and significantly reduces costs for the Authority. These examples show some of the value that the Authority receives from the membership fees.

Subscription Rate

8. Subscriptions are now made via Direct Debit and the LGA Board have agreed a 2% increase in subscriptions for 2021/22. There is a 2.5% Direct Debit discount, which replaces the previous early payment discount and a 2.5% loyalty discount for fire and rescue authorities not on notice to withdraw from LGA Membership.
9. The overall membership fee for 2021/22 is therefore £7,053.

Recommendation

10. Members are requested to **agree** the LGA subscription for 2021/22.

CFO Stuart Errington

Tel: 0191 375 5553



February 2021

Dear Stuart

LGA SUBSCRIPTIONS 2021/22

When I wrote 12 months ago with confirmation of your fire and rescue service's 2020/21 subscription, little did I know the huge challenges ahead for our sector.

This has been an extraordinary year but one which, more than any other, has demonstrated the critical importance of local government being able to come together and speak with one voice. With you, we have worked tirelessly to press the major issues facing our sector as you work with your communities and partners through this immensely challenging public health crisis.

At the start of the pandemic we pushed for fire and rescue authorities to be included within the Coronavirus Bill to ensure that they could continue their work during the pandemic. We continued to work with the sector to identify their needs and respond to issues. We were pleased we were able to host Lord Greenhalgh at our Fire Commission when he was newly appointed as Fire Minister. We have continued to represent the sector in a number of reviews and inspections, including the Government's Police and Crime Commissioner review and HMICFRS's COVID-19 inspection.

Finance has been, and will remain, at the top of everyone's agenda. Whilst COVID-19 has dominated the discussions, keeping all services running in the face of huge reductions in income and increases in cost pressures remains critical. Through the year, we secured £4.7 billion across four tranches of general COVID-19 funding as well as billions in other specific funds. We also continued our work with the NFCC, to ensure that fire had a strong voice within the Home Office and to inform their work on the Spending Review. Whilst the Spending Review was better than hoped and our work with the NFCC was well received, it was still not the long-term settlement that the sector needs to plan through these incredibly difficult financial times. We will continue to work with the NFCC looking to the next Spending Round in 2021.

In the past year the LGA has worked with the Home Office and the NFCC to establish and monitor the Building Risk Review that is being conducted under the Fire Protection Board, on which we sit. We have been very closely involved in work to amend the Fire Safety Bill to ensure it is deliverable. This work is ongoing, as we sit on the group drafting guidance to accompany the commencement of the Bill.

We have also responded to the Fire Safety Consultation arising from Phase One of the Grenfell Inquiry. We have lobbied for greater awareness of fire safety in relation to permitted development, with some success. We have participated in the Joint Regulators Group and

other discussions around the development of the new building safety regime and gave evidence to the HCLG select committee's pre-legislative scrutiny of the Building Safety Bill. We have worked with MHCLG on remediation of dangerous cladding, including through our joint sponsorship of the Joint Inspection Team and have made submissions to the HCLG and Public Accounts Select committees' inquiries into remediation.

Though we are not able to meet in person we have worked hard to ensure that we are still able to provide support to the sector through moving our improvement work online. We have produced a range of video resources for the sector that are freely available on our website covering a range of topics including governance, and, from our Inclusion and Diversity Champions Network, information on positive action and staff networks. We will be hosting our first virtual Fire Conference in March, which will be free for all members of the LGA.

We provide detailed support for authorities on industrial relations and pension issues. This year that has included collectively representing fire and rescue authorities' interests in relation to the various ongoing Sargeant related pension legal cases and re-emergence of the Part-Time Workers case. We also provide support and guidance in respect of issues arising from the Matzak legal case.

As the secretariat for the National Employers for both the fire and local government sectors, we secured agreements with the relevant trade unions on pay for grey and green book staff and Brigade Managers for 2020-1. Support on workforce issues relating to COVID has taken a number of forms including producing relevant guidance and achieving UK-wide agreements to extend the role of firefighters to support the COVID response throughout 2020.

These are just some of the examples of the strength of us all working together for the benefit of our residents. We will, of course, continue to work on your behalf and in the best interests of our communities as we engage with the new Government in the coming year.

We know the financial challenges facing fire and rescue authorities and we are committed to keeping costs as low as possible. To help us do this, we have been working hard to increase external income into the LGA and putting that money back into a range of new and existing member benefits.

I am very grateful for your continued support and membership of the LGA and we remain committed to keeping our costs as low as possible. We continue to work hard to increase external income into the LGA to keep subscriptions low. The LGA Board has agreed a modest 2 per cent increase in subscriptions for 2021/22. But once again, we will partly offset this with a 2.5 per cent discount for members not on notice and a further 2.5 per cent for those on the Direct Debit scheme.

Your subscription for 2021/22 will be **£7,053**, including discounts (plus vat).

As you have already joined the scheme there is nothing further to do

Finally, we have published our updated business plan, which sets out our priorities to 2022, based on the key issues our members have highlighted. You can find a copy of the plan at [LGA Business Plan 2019 - 2022 | Local Government Association](#).

I look forward to continuing to work with you and your colleagues over the coming year.

With very best wishes



Mark Lloyd

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County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

16 March 2021

COVID-19 Additional Activities

Report of the Area Manager Assets and Assurance

Purpose of the report

1. The purpose of this report is to provide Members with an update on the COVID-19 additional activities being completed by County Durham and Darlington Fire and Rescue Service (CDDFRS).

Background

2. During the first wave of the pandemic, CDDFRS was prepared to assist partner organisations in the fight against COVID-19, however there was limited need, with support only needed to support logistic arrangements for some of the Local Resilience Forum (LRF) cells.
3. Staff from the Service supported the Communities Cell to deliver essential items to vulnerable persons and the Personal Protective Equipment (PPE) Cell to deliver PPE to NHS and care facilities. In total there were 255 deliveries made by CDDFRS staff across these two activities between March and July 2020.
4. Additionally, six staff were trained to drive ambulances for NEAS as a resilience arrangement, although fortunately this support was never needed.

Current Position

5. During February 2021, the Service was asked by partners to support their activities in four areas:
 - Community Testing
 - Vaccination Centre Support
 - Vaccinators
 - Local Contact Tracing

6. To support this work, staff were asked to volunteer to provide assistance. As of 7 March 2021, 165 staff had volunteered to assist with additional activities to support partners and communities in the fight against COVID-19.

Community Testing Sites

7. The Service is supporting Durham County Council to run the Community Testing Sites. There are six testing sites in operation across County Durham operating 5 days per week. Three sites opened the week commencing 15 February (Meadowfield Leisure Centre, Spennymoor Leisure Centre, The Louisa Centre) and three the week commencing 22 February (Newton Aycliffe Leisure Centre, Teesdale Leisure Centre, East Durham College).
8. The Service is providing staff to fulfil the Team Leader role at all sites. The Team Leader is responsible for the overall on-site operations at the test site, including day-to-day workforce management.
9. Staff are also providing support at the sites as Site Operatives (Queue Coordinator, Registration Assistant and Test Assistant) and Testing Operatives (Prepare test sample for analysis and interpret results).
10. As of 7 March 2021, our staff have provided over 1,500 hours of leadership and support to the testing sites.

Vaccination Centres

11. The NHS asked for the Service's support in two activities at their Vaccination Centres. The Vaccination Centre in Durham opened on 22 February and the Centre in Darlington opened on 1 March. Both centres operate from 8 am to 8 pm, 7 days per week.
12. The first activity is logistical support which involves supporting Vaccination Centre staff and is mainly a marshalling role with some engagement, discussion and reassurance with members of the public who are progressing through the centre for their vaccination.
13. As of 7 March 2021 CDDFRS, staff have provided over 650 hours of support to the Vaccination Centres.
14. The second additional activity at the Vaccination Centres is the role of Vaccinator.
15. Due to the size of the vaccination task, the NHS are training others to undertake the role of a Vaccinator. To be able to undertake this role you need to have an appropriate level of first aid training, the trauma training our operational workforce receive meets this requirement.
16. As of 2 March 2021, 14 staff have been trained. A Memorandum of Understanding is in the final stages of being agreed between the NHS Newcastle Trust and the Fire and Rescue Services which make up the North East and Cumbria region. Once agreed CDDFRS staff will administer vaccinations at the local Vaccination Centres.

Local Contact Tracing

17. The fourth additional activity is to support Durham County Council with local contact tracing. This support is to provide additional capacity to the County Durham Together Community Hub with their local contact tracing.
18. The Hub call those positive cases who NHS Test and Trace have not been able to contact for the 36 hours following their positive test result. If the Hub is unable to contact the individual, a doorstep welfare visit will be conducted.
19. The Service have agreed to support the doorstep visits when the Hub do not have capacity, although to date due to low numbers, there has been no requirement yet for the Service's support.

Summary

20. The report highlights the commitment of the Service's staff who should be praised for the way they have stepped forward to support partners and assist the community in the response to the COVID-19 pandemic. The extent of these activities also highlights the strength of partnership working across the County Durham and Darlington area.

Recommendations

21. CFA Members are requested to:
 - a. **note** the contents of this report;
 - b. **receive** further reports as appropriate.

Keith Carruthers, Area Manager Assets and Assurance, ext: 5564

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County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

16 March 2021

Community Safety Update

**Report of the Cllr Richard Manchester, Member Champion
for Community Safety**

Purpose of Report

1. To provide members of the Combined Fire Authority (CFA) with an update on how Community Safety (CS) has been delivered or adapted in response to the Covid-19 pandemic and to encourage members to continue to promote and support prevention activities to keep our communities safe.

Background

2. County Durham and Darlington Fire and Rescue Service (CDDFRS) is grateful that a number of CFA Members perform the CFA Champion role supporting various areas of service delivery. These roles provide the opportunity for members and officers to work closely together to help improve the services provided by better engagement with local communities, staff and other stakeholders.
3. I have undertaken the role as Member Champion for Community Safety since July 2019 and I see at first hand the vital community safety activities which covers a range of prevention activity including home safety, school education and deliberate fire reduction.
4. In 2020, a worldwide pandemic involving the Coronavirus impacted on the delivery of services across the public, private and voluntary sectors. This required the Service to adapted quickly and make changes to the way we deliver our prevention activity to keep both the community and our staff safe and ensure we continued to deliver our statutory duties and obligations.

5. This report provides an update on how the Service has continued to deliver Community Safety activities to our communities during the pandemic.

Update on Community Safety activity

Home Safety

6. The Service uses referrals from partner agencies as well as a range of data and information to identify residents who are at the greatest risk from fire in the home to target resources for the delivery of Safe and Wellbeing Visits (SWVs). Until the beginning of the pandemic, this has involved Emergency Response (ER) crews delivering the majority of visits and the Community Risk Officers (CRO) focusing on the highest risk and most complex vulnerable residents.
7. Due to the risk of community transmission of Covid-19 and following guidance from the National Fire Chiefs Council (NFCC), a risk-based approach was introduced. This involved additional PPE and safe systems of work when entering properties for both the ER crews and CROs. It also involved the introduction of ER crews providing SWV advice over the phone and, where necessary, the fitting of smoke alarms and letterbox fire bags. Due to the increased vulnerability and complex needs of those that are in our higher risk groups, CROs have continued to deliver SWVs physically in their home.
8. During 2020 partner referrals reduced due to the impact of the pandemic on their services and the availability of telephone numbers was limited for ER crews to contact residents. Throughout the year every effort has been made to generate referrals and encourage residents to contact the Service for home safety advice. This has included advertising campaigns on our website, social media campaigns targeted into the community, the use of partner information such as those residents who have been prescribed medicated oxygen for use in the home and leaflet drops in community venues and physical deliveries by crews to homes.
9. Although the use of telephone SWVs has been necessary and the number of SWVs have reduced due to the impact of Covid-19, it has been identified as a method which could be used to broaden the range of services, we can offer. Telephone SWVs will be examined further to see if this would be a useful and viable option post pandemic as a means of offering SWV to lower risk residents who request advice, potentially allowing more resource time for physical in the home visits to those at the greatest risk from fire.

Arson and deliberate fire reduction

10. The National Fire Statistics for England show that in 2019/20 CDDFRS had the third highest rate of deliberate secondary fires and the highest rate of deliberate primary fires per 100,000 population. The Service recognise this as a priority, but it is clear this is also a wider regional problem, as similar rates are also seen in Tyne and Wear Fire and Rescue Service and Cleveland Fire Brigade. To address this, the Service has taken a number of actions which are outlined below.

11. The Arson Reduction (AR) Manager has worked through the Safe Durham Partnership (SDP) to create the multi-agency Arson Suppression Group (ASG). This group is working on a range of areas to reduce arson and deliberate fires, such as:
 - a. Building a picture of activities that partner agencies are involved in, gathering data sets to understand trends and analysis of the various forms of arson experienced in the Easington Area.
 - b. The ASG requested a peer review from another FRS that has experienced arson at a similar level, this is currently being conducted with Merseyside FRS.
 - c. CDDFRS Information Services now provide relevant data daily direct to Durham Police for analysis.
 - d. The AR Team are collaborating with the Durham County Council Derelict Properties Group and Regeneration Team to develop a register of 'at risk' premises.
 - e. A project is being developed with the Communications Team based on 'Talk - Teach - Time to Act' which will support Fire stoppers.
 - f. ER crews have been allocated 'blue routes' which they drive through on return to station to conduct regular environmental audits and report fly-tipping and waste.
 - g. The ASG are developing a multi-agency deliberate fire and arson reduction strategy and will report progress through the SDP and the Safer Stronger Overview and Scrutiny Committee.

12. Project FLAME (Flexible Learning, Arson Messages and Education) has also been developed and is a new intervention that will be ready to open for referrals after the school Easter break or when Covid-19 restrictions permit. The FLAME programme will deliver a range of interventions and interactions to challenge anti-social behaviours and fire setting of children and young people within the community. This will be based on a referral scheme from secondary schools, Youth Offending Service, ASB / Police and Social Services. Flame is offered in three phases at a school, or at a local fire station, (depending on Covid-19 restrictions):
 - a. Phase 1 - One full day education, school based. School referral aimed at a group of young people who, as a year group or friendship group have demonstrated through their reported behaviours a potential towards ASB and where there is local intelligence around fire setting in the locality. These Young People will learn about the threats to their personal safety, safety of others and to the community.
 - b. Phase 2 - Two full days educational AR intervention, school / other venue based. School or Social Services or Police, (ASB referral only),

referrals where the young people are susceptible or vulnerable to further escalation on fire setting behaviours and may find themselves liable to more formal, punitive measures by the school or police. Some young people may also be vulnerable to involvement in crime or vulnerable to exploitation through criminal cohesive peer pressure. These young people will learn about the threats to their personal safety, safety of others and to the community, consequences of criminal behaviours and reckless deliberate fire setting.

- c. Phase 3 - Three full days of robust AR intervention, school / other venue based. Police, Social services, YOS or school referrals. These young people are on the cusp of criminal involvement, under Youth Offender Service or Social Services management or may be within a Pupil Referral Unit scheme (Young People who have had multiple exclusions, are difficult in class and truants get referred into PRUs). These young people are or have been involved in significant fire related behaviours to the detriment of the community and their personal safety. These individuals will learn about managing their impulsiveness and vulnerability to involvement in crime or vulnerable to exploitation through criminal relationships and peer pressure.

School education

13. For over 15 years CDDFRS have organised and delivered multi-agency community safety workshops for year 6 school children across County Durham and Darlington. This was previously referred to as the Safety Carousel and in recent years was re-branded to 'Safer Futures Live' (SFL) and has been run in 'The Work Place' venue in Newton Aycliffe. This intervention has been extremely successful and had annual attendance of 7,000 – 7,500 school children each academic year and has received very positive feedback from teacher evaluations.
14. As this activity involves larger numbers of children being grouped together in the various education 'pods', the physical delivery of this was stopped during 2020-21 due to Covid-19 precautions. The Service has used this time and the funding allocated to SFL to develop an online version in collaboration with the schools and a company called Three Motion Ltd. 'Safer Futures Online' (SFO) will have the benefits of interactive delivery directly into schools right across the school year rather than only in March and November. It is aimed to commence delivery of this in April 2021.
15. In conversation with educational strategic leaders, due to the flexibility and accessibility of the online platform, it is envisaged it may double the number of children receiving this safety education to around 14,000 to 15,000 pupils, this project has evaluation built-in from both the children and the class teacher leading the interactive online session.

Other activity

16. During the pandemic the Service has delivered many other activities to support partner agencies and the community through the use of staff volunteers. Some examples of the activities undertaken include the delivery of food, PPE and other essential supplies.

Staff have also been trained to support vaccinations centres, test centres and the local tracing partnership.

Conclusion

17. As Member Champion for Community Safety, I am extremely proud of the way the Service and its staff have adapted during the pandemic and maintained delivery of its prevention activities to ensure the safety of our communities and meet our statutory obligations.
18. I would like to encourage Members of the CFA to join me in thanking the Service and its staff for their response to the pandemic and the flexible, innovative delivery of community safety activities. I would also ask members to help promote the work of the Service by encouraging our constituents to contact the Service for SWV advice.

Recommendations

19. CFA members are requested to:
 - a. **Note** the content of the report.

Cllr Richard Manchester – Member Champion for Community Safety

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County Durham and Darlington
Fire and Rescue Service



Safest People, Safest Places

Combined Fire Authority

16 March 2021

**Community Risk Management Plan Consultation 2021
Interim Results**

Report of the Policy Support Officer

Purpose of Report

1. To provide Members with information regarding the results of the Community Risk Management Plan (CRMP) Consultation which ends on 23 March 2021.

Background

2. The Fire and Rescue Service National Framework document places a responsibility on all fire and rescue authorities to produce and consult on their CRMP. These documents direct fire and rescue authorities to:
 - be accountable to communities for the service they provide;
 - identify and assess the full range of foreseeable fire and rescue related risks their areas face;
 - make appropriate provision for fire prevention and protection activities and the response to fire and rescue related incidents;
 - develop and maintain a workforce that is professional, resilient, skilled, flexible and diverse;
 - collaborate with emergency services and other local and national partners to increase the efficiency and effectiveness of the service they provide.
3. The Service's three-year CRMP has been out to consultation since 8 February 2021.

Promotion

4. The CRMP document and an explanatory booklet have been published on our website together with the Community Risk Profile (CRP). Accessible versions of these documents have also been published.
5. In order to ensure that a wide range of views can be gathered links to an online survey has been made available via the website and is being promoted throughout the Service and beyond.
6. The information regarding the Consultation and survey was sent to a range of partner organisations in sectors including Councils, Police, Health, Voluntary and Community, Education, Business, Faith and Housing. Colleagues shared the information to encourage participation.
7. Covid restrictions have meant we cannot distribute leaflets in the usual way, engage at community venues due to their closure, or hold face to face events. Instead we have sent posters to be displayed in GP practices which also contain information about how to access the survey if you are unable to get online.
8. The Consultation is being presented at various online community meetings including at Area Action Partnerships (AAPs), and AAP Co-ordinators promoted the survey link to their contacts and on their Facebook pages where possible. We have also presented to the Durham Youth Council.
9. The consultation is being promoted extensively on social media. Since 8th February we have posted about the CRMP Consultation five times on Facebook with an average reach of almost 4000 people per post. On Twitter our tweets over the period averaged over 13000 impressions per tweet. There have been three LinkedIn with 353 impressions.

Interim Results (to 07.03.2021)

Number of responses to date: 169

10. Question 1

Do you have any overall comments about our CRMP and approach to allocating our resources?

Most respondents did not comment but where the free text box was completed in detail the following issues were raised:

- Fully crewed fire engines should be used rather than Targeted Response Vehicles.
- The plan is comprehensive and there should be an emphasis placed on communities being at the forefront of policy.

- Consideration should be given to the expansion of towns when deciding where resources are located.
- Rural communities should be taken into account in any plans.

11. **Question 2**

Protection: Should we continue to invest and prioritise Business Fire Safety activities to ensure the built environment within County Durham and Darlington remains safe for occupants and visitors?

Yes 90%
No 10%

12. **Question 3**

Emergency Response: Should we continue to trial the use and various crewing arrangements of Targeted Response Vehicles (TRVs)?

Yes 58%
No 42%

13. **Question 4**

Collaboration: Should we identify opportunities for collaboration with local Fire and Rescue Services and key partners?

Yes 96%
No 4%

Final Results

14. A report containing the final consultation results, together with feedback from meetings and stakeholder organisations, will be presented to Members at the next meeting for their consideration so they will have the full opportunity to approve the CRMP before its publication.

Recommendations

15. Members are requested to:
a) **note** the contents of the report.

Alison Baxter, Policy Support Officer

Tel: 0191 3755571

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County Durham and Darlington
Fire and Rescue Authority



Safest People, Safest Places

Combined Fire Authority

16 March 2021

Equality, Diversity and Inclusion Group Update

Report of the Equality, Diversity and Inclusion Member Champion

Purpose of Report

1. To provide members with an overview of the work carried out by the Service's Equality Diversity and Inclusion Group (EDIG).

Background

2. As part of the approach to developing services and improving engagement with stakeholders, the Authority has sought to 'champion' particular areas of work through the Combined Fire Authority (CFA) Member Champion roles.
3. The Member Champion roles provide the Service with an opportunity to work closely with individual members to help develop the services provided and to engage with local communities, staff, councillors and other stakeholders through a closely aligned officer and member relationship.
4. Since appointment to the Equality, Diversity and Inclusion (EDI) Member Champion role, Councillor Batey has been supported by the Assistant Chief Fire Officer (ACFO) in her capacity as strategic lead for the development of EDI across the organisation.

Equality, Diversity and Inclusion Group Update

5. County Durham and Darlington Fire and Rescue Service (CDDFRS) has an EDI Strategy and action plan. The EDIG monitors progress against the action plan.
6. At the Authority meeting in September, it was reported that in collaboration with Durham University Business School (DUBS), the launch of our third culture survey had been delayed due to COVID-19 and the impact this had on resources within DUBS. Planning

meetings have since taken place and the third survey will be launched in April 2021 with the results expected in the Summer. The survey gathers responses from staff on the impact of workplace factors on employees, in particular perceptions of fairness and how this affects service delivery to the public. The aim of the survey is to ascertain how key measures used have changed since the last survey in 2018 and to investigate factors that are having an impact on our staff and which were identified in Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) report to identify priorities for action.

7. As reported to Members at the Authority meeting in February, the Service was inspected by HMICFRS in November 2020 on its response to the COVID-19 pandemic with its findings reported to the Service in January 2021. The report identified one area specific to the diversity and wellbeing of our staff from which the Service could learn lessons. The report stated that 'more could have been done to identify and address the specific needs of staff members most at risk from COVID-19, including those from a black, Asian and minority ethnic (BAME) background and those with underlying health problems'. To enable the Service to address individual needs, the Service Race Champion personally contacted our BAME employees to ascertain if they required additional support. All staff have been asked to complete a COVID-19 risk assessment tool to assist in the risk identification process. All staff identified as being at an increased risk from COVID-19 will be contacted to discuss any additional support interventions needed and where required an appropriate individual risk assessment put in place.
8. Members of the EDIG responded to the consultation published by the National Fire Chiefs Council (NFCC) seeking views on the draft Code of Ethics Fire Standard and Core Code of Ethics for Fire and Rescue Services (England). The production of this new core code is in response to the recommendation made by HMICFRS that "By December 2020, the NFCC, with the Local Government Association, should produce a code of ethics for fire and rescue services." Publication is now expected in March 2021.
9. The EDIG provided responses to consultations on:
 - Equality of Access to Services and Employment for the LGBT Communities;
 - Equality of Access to Services and actions to see us an employer of choice for Black Communities;
 - Equality of Access to Services and Employment for Neurodiversity.

As a public service focused on excellent service to our customers, we need to ensure equality of access to our services for every person and those in temporary residence or transit through County Durham and Darlington. Equality of access means actively seeking to engage these groups who may be unaware or choosing not to access services from us and other public sector providers. Publication of these documents is expected in the Spring.

10. The Fire Standards and Equal Access documents will be applicable to all FRS in England. It is anticipated that as the documents are produced, HMICFRS will integrate them into its inspection framework and judgement criteria and the Service will need to assess its position to ensure alignment.
11. The Public-Sector Equality Duty (PSED) is a legal duty under the Equality Act 2010 and requires public authorities to have due regard to the need to eliminate discrimination, to advance equality of opportunities and foster good relations. To demonstrate compliance with the PSED, public authorities are required to publish an annual report, attached as Appendix A. The report details both Service and employee data to show how as a fire and

rescue service we take protected characteristics into account in all we do, including decision making, employment and the services we provide to the public. Data and information has been collated for the period 1 January 2020 to 31 December 2020 and enables customers, staff, and our regulators to assess our equality performance.

12. Eight firefighter (FF) apprentices commenced their journey on our award-winning FF Apprenticeship Programme on 11 January 2021. This was the fourth cohort of FF apprentices welcomed to the Service, consisting of 5 male and 3 female apprentices. The programme continues to assist the Service in its drive to increase the diversity of the operational workforce. In 2020, 5.7% of our operational workforce was female which was an increase from 4.8% in 2019.
13. National Apprenticeship Week commenced on 8 February 2021. The Service celebrated the diversity of opportunity and development the apprenticeships have afforded our staff and the Service and utilised the opportunity to further promote the FF Apprenticeship Programme via our social media platforms.
14. The Service through its Gender Network achieved White Ribbon UK accreditation in November 2020. White Ribbon's aim is to end male violence against women by engaging with men and boys to make a stand against violence. The Service's campaign to raise awareness, educate and bring about change was officially launched on 25 November 2020 with 16 days of action against domestic violence.
15. Members of the EDIG undertook the #15 Mile Challenge in November 2020 to support the SANDS charity. SANDS is the leading stillbirth and neonatal death charity in the UK, it exists to reduce the number of babies dying and to ensure that anyone affected by the death of a baby receives the best possible care and support. The challenge was organised by the Pregnancy and Maternity Champion with £465 raised for the charity.
16. The Service continues to proactively promote awareness and campaigns across all strands of equality via its internal and external communication channels. The aim of the communication is to increase staff awareness of the diversity of our communities and to highlight the Service as an inclusive public service and employer of choice. Awareness and campaigns have included Black History Month, Dyslexia Week, Diwali, Chinese New Year and Transgender Awareness Week to name a few. The Chief Fire Officer as Lesbian, Gay, Bisexual and Transgender (LGBT) Champion recorded a very personal video discussing his own and family's experience with his transgender son. The Communications Team in conjunction with our Technical Services Centre have designed our 'Pride appliance' which will be used at public events in support of our LGBT community, this was launched in February 2021 in recognition of LGBT History month.

Recommendation

17. Members are requested to:
 - a. **note** the contents of the report.

Sarah Natrass, Assistant Chief Fire Officer, 0191 375 5587

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Equality Data Report

2021



1. Introduction

The Public-Sector Equality Duty (PSED) requires public authorities like us, to publish information to demonstrate we comply with the general equality duty. This requires authorities to have due regard in the need to:

- Eliminate discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who have a protected characteristic and those who do not; and
- Foster good relations between people who have a protected characteristic and those who do not.

County Durham and Darlington Fire and Rescue Service (CDDFRS) is required to produce an annual report to demonstrate our compliance with the general equality duty. This report must include information about our employees and the people who we provide a service to, in County Durham and Darlington. This report will be accessible to the public and will enable customers, staff, and our regulators to assess our equality performance. Findings also enable us to identify equality priorities and development areas which inform our equality objectives. We also publish these objectives every four years to show how we meet the general equality duty.

Data and information has been collated for the period 1 January 2020 to 31 December 2020 and some comparisons have been made to previous years. This report details both Service and employee data to show how as a fire and rescue service (FRS) we take protected characteristics into account in all we do, including decision making, employment and the services we provide to the public.

The protected characteristics covered by the Equality Act are:

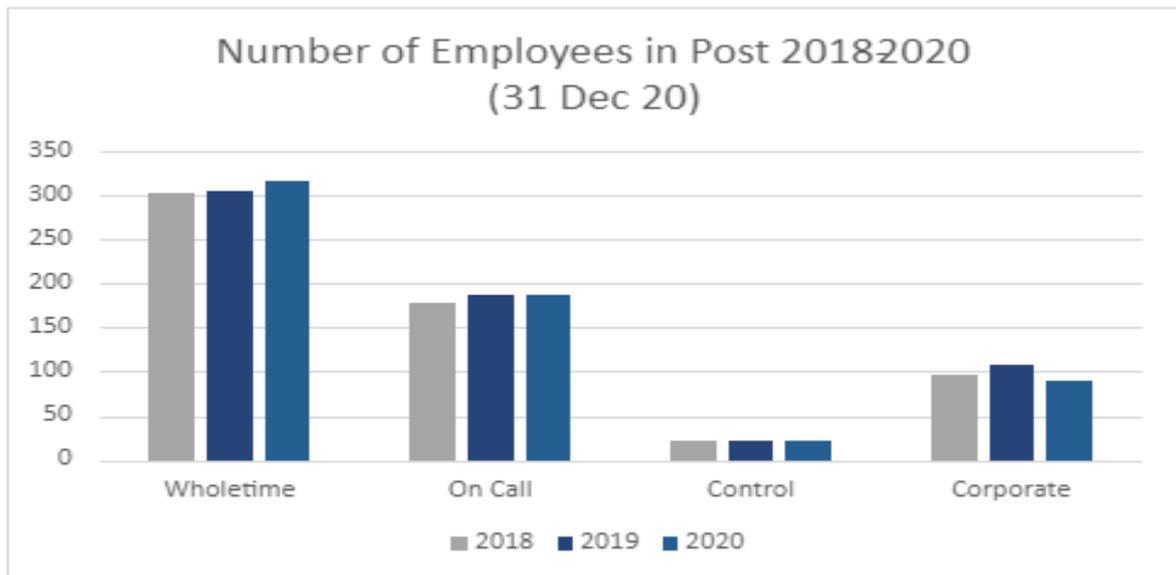
- Age;
- Disability;
- Gender reassignment;
- Marriage and civil partnership;
- Pregnancy and maternity;
- Race (including colour, nationality, ethnic and national origin);
- Religion or belief.

- Sex.
- Sexual orientation.

2. Workforce data

Number of employees in post 2017 – 2020 (31 December 2020)

Year	Wholetime	On Call	Control	Corporate	Total
2017	303	194	22	90	609
2018	303	178	21	97	599
2019	306	188	22	109	625
2020	316	187	22	89	614
Change 19/20	10	-1	0	-20	-11
% Change 19/20	3.16%	- 0.53%	0	-22.47%	-1.79%



Staffing strength (FTE) by role (31 December 2020)

Role	Wholetime	On-Call	Control	Corporate	Total
Principal officers	3	0	0	1	4
Area manager/Grade 15	3	0	0	2	5
Group manager/Grade 14	4	0	0	1	5
Station manager/Grade 10/13	18	0	1	14	33
Watch manager/Grade 8-9	50	15	6	17	88
Crew manager/Grade 7	54	36	4	16	110
Firefighter/Grade 6 & below	176	136	11	37	360
Apprentices	8	0	0	1	9
Total	316	187	22	89	614

What does this tell us?

CDDFRS has undertaken a number of changes to our organisational structure to ensure the Service is well placed to address the challenges faced over the medium term such as the uncertainty surrounding future funding for the sector, ensuring internal skills and capacity to address areas of improvement identified by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) (Effectiveness, Efficiency and People report, 2018/2019) and delivering considered responses to feedback received throughout our internal cultural surveys.

Structural changes have enabled the opportunity to align service delivery, changing from a five district model to two divisions thus enabling reinvestment into key support functions primarily (but not restricted too) within People and Organisational Development.

In addition, due to the impact of Covid-19 planning assumptions provided from government enabled our Service to implement some early decisions to ensure staffing levels remained high within our key operational functions. Implementing additional recruitment processes to ensure operational availability.

On-call staff availability improved, this is believed to be attributed to many of our On-call staff working from home in their primary roles or sadly furloughed as a direct result of Covid-19. Recruitment within this area has been successful and work remains ongoing to enhance our ability to attract and retain the very best talent we can in this area. In addition to the structural changes above, the Service has introduced two new roles which are

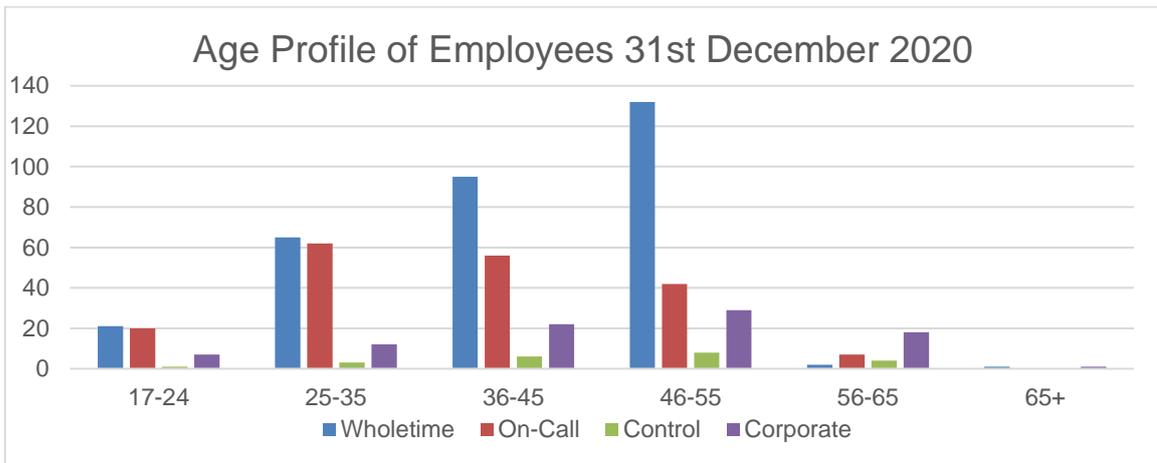
dedicated to our On-call workforce, it is hoped that with a dedicated resource we can further increase and retain our On-call workforce.

Whilst the organisational restructure has had an impact on our corporate workforce. The large reduction documented is mainly attributed to the success of our Cohort 3 apprentices who have completed their first year and have moved into their second year where they are captured within our Wholetime figures.

Age profile

Age of employees (31 December 2020)

	17-24	25-35	36-45	46-55	56-65	65+
Wholetime	21	65	95	132	2	1
On-Call	20	62	56	42	7	0
Control	1	3	6	8	4	0
Corporate	7	12	22	29	18	1
Total	49	142	179	211	31	2



What does this tell us?

Our organisation continues to both attract and retain employees across a diverse age range which is generally representative of our communities (ONS Mid-Year population estimates mid-year 2019). Across our Service marginal increases can be seen across all age groups with the exception of the 36-45 and 46-55 age brackets where our numbers have decreased slightly (these age brackets continue to hold the largest majority of our employees). The decrease within these age brackets is likely to be linked with the terms and conditions attributed to FRS pensions. The majority of the reduction within these age ranges are within our Wholetime operational employee groups. There has been a slight decrease in employees aged between 25-35 in our On-call employee group and an

increase in the same group aged between 36-45 and 56-65. In comparison to the leaver data (provided later in this report) it could be suggested that the change in age demographics can be attributed to our workforce aging in this area.

It remains imperative that we continue to work with our communities to attract a representative demographic. We are committed to continue to raise the profile of our award-winning apprentice firefighter recruitment campaign throughout our communities to help encourage an age diverse workforce (there is no upper age limit to our apprenticeship schemes).

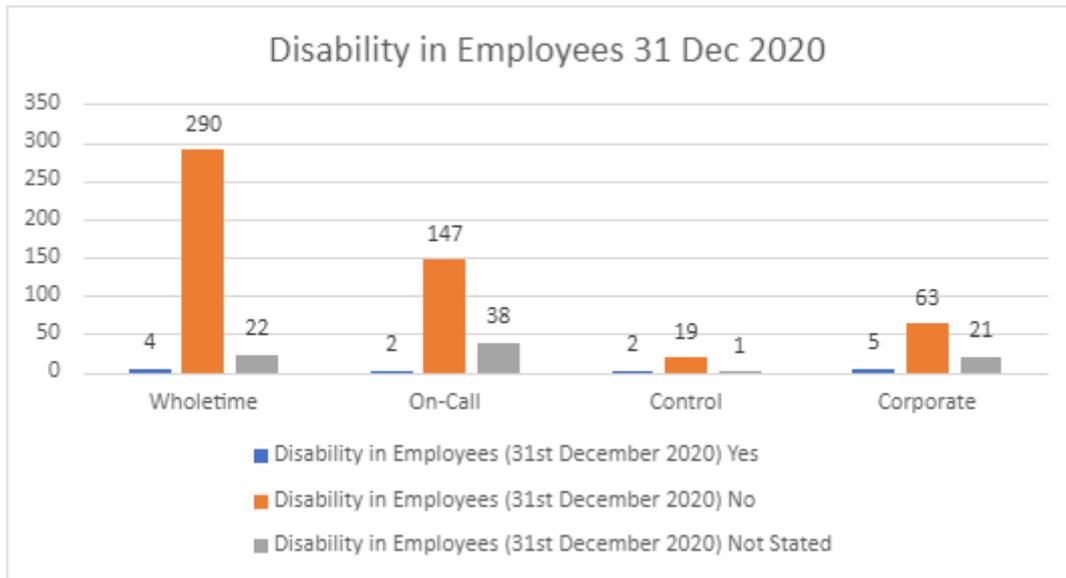
The Service continues to operate cadet schemes across most of our fire stations encouraging individuals from our diverse communities to participate either as a cadet or to help us support the delivery of our schemes. It is encouraging that some of our cadets have decided to join our firefighter apprenticeship scheme and On-call workforce. In addition, the Service remains committed to engage with all underrepresented groups through internal and external communication channels, achieving this through focused engagement, targeted communication and community interaction.

We are also committed to ensuring (when it is safe to do so) that our community fire stations host community events inclusive of open days where we can further demonstrate the vast variety of employment opportunities available.

Disability

Disability in Employees (31 December 2020)

	Yes	No	Not stated
Wholetime	4	290	22
On Call	2	147	38
Control	2	19	1
Corporate	5	63	21
Total	13	519	82



What does this tell us?

Of our workforce, 2.1% have declared to us that they have a disability. We strive to continue to understand and improve our support mechanisms and accessibility for our disabled employees. We hold the 'Disability Confident Employer' certificate which also demonstrates our commitment to disability.

Our health and fitness advisor, mental health at work committee and human resources team also continue to be proactive in raising the awareness of mental health issues, we have mental health first aiders who are able to identify the signs of mental health and how to signpost employees to the correct treatment and support. We also continue to provide the Employee Assistance Programme (EAP) which is a free confidential helpline for all employees, providing advice and guidance on a wide range of issues. Our Trauma Support Team has been further embedded into our employee welfare provision, the availability and support of which has been well received within the last 12 months.

We have a dedicated Occupational Health, Physiotherapy and Health and Safety provision to help us ensure we can support our employees health and wellbeing needs at all times. Ensuring their safety and comfort at work and at home. Throughout the reporting period we have, due to the Covid-19 pandemic, adapted how and where our employees work with consideration to their safety being of the highest priority. Additional measures have been implemented in respect of our colleagues working from home. All employees who are home working are asked to complete an online training package regarding their health and safety at home in addition to undertaking a DSE assessment. Following all assessments, where employees require additional equipment to ensure their safety and

health is maintained arrangements are made to deliver necessary items to their home address (inline with Covid-19 restrictions).

All new buildings across our estate are fully accessible and undergo an Equality Impact Analysis at various stages of planning and build. We aim to ensure adequate support and reasonable adjustments are supported whenever possible.

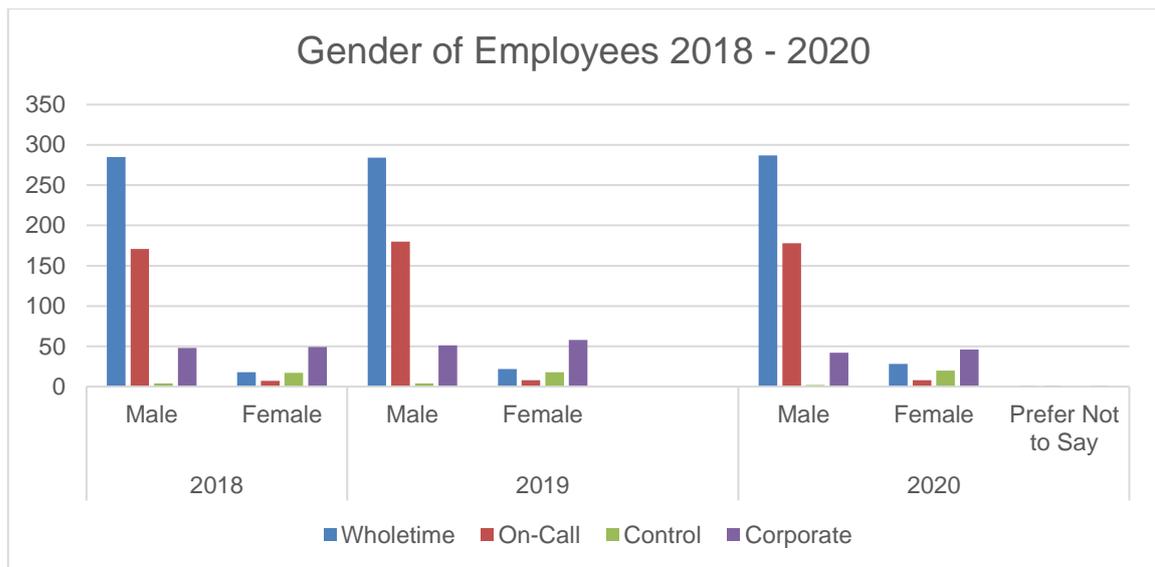
We continue to work with the Fire Brigades Union (FBU) to raise awareness of dyslexia and to implement changes to support employees who are affected by dyslexia. FBU lifelong learning has provided training which has resulted in the introduction of dyslexia awareness assessors within the Service who employees can access for advice and initial screening if they think they may be affected.

Following an extensive review of our internal attendance management procedures we have implemented additional supporting procedures which will ensure that tailored, supportive and rehabilitative help is provided to our employees who require adjustments or modifications to their working environment, time available to work or role (wherever reasonably possible).

Gender

Gender of employees 2018 – 31 December 2020

	2018		2019		2020		
	Male	Female	Male	Female	Male	Female	Prefer not to say
Wholetime	285	18	284	22	287	28	1
On-Call	171	7	180	8	178	8	1
Control	4	17	4	18	2	20	0
Corporate	48	49	51	58	42	46	1
Total	508	91	519	106	509	102	3



What does this tell us?

83% of employees within our organisation are male and 17% are female. This figure is slightly lower than the national average per Service as stated by the home office.

Within the operational roles a number of females occupy roles which attract a higher rate of pay. Further details on the impact of Gender Pay Gap can be located within our Gender Pay Gap report.

As a Service we are aware that our gender split is primarily male dominated. We are committed to working with our local communities to help us understand any barriers which may be perceived with the view to helping to remove these. We have taken some positive steps to modernise how, what and where we advertise our recruitment opportunities providing more information to our communities on the different varied career opportunities the FRS can offer.

Throughout our recruitment programme, a number of “taster “sessions were advertised encouraging all potential candidates to find out a little more information about our recruitment processes and what could be expected in relation to physical fitness.

Gender reassignment

We currently do not collect gender reassignment data from employees and would be unable to publish any data to ensure anonymity for our employees.

Pregnancy and maternity

Pregnancy and maternity in employees 2018 – 2020 (31 December 2020)

	2018	2019	2020
Number expected to return	1	4	4
Total number returned	1	1	4

What does this tell us?

Women who have taken maternity leave in the last three years have all returned to their original roles. This is a positive statistic which can be attributed to the work we have done on our work life balance policies and flexible working options available to employees. We are committed to offering flexible employment practices which recognise that staff want to find a sensible balance between their home and work life. We offer flexible working, job share, career breaks, childcare vouchers as well as various types of leave to employees to be as family friendly as possible.

We reviewed our maternity policy and maternity benefits to improve our current terms and conditions and incorporated the Shared Parental Leave Regulations. This will enable us to gain credibility through women and family organisations, increase recruitment and retention of our workforce and improve staff morale and engagement. Employees will be able to share parental leave with their partner if they are also eligible, offering greater flexibility in meeting the childcare issues of our employees.

Race

Race of employees 2018 – 2020 (31 December 20)

	2018	2019	2020
White British/Irish	520	512	540
White other	3	3	3
Mixed	1	1	1
Asian/Asian British	3	3	3
Black/Black British	6	2	6
Chinese	0	0	0
Other ethnic minority	0	0	0
Not stated/blank	66	104	61
Total % ethnic minority employees	2.2%	1.4%	2.1%

What does this tell us?

The percentage of our staff who have stated their ethnicity is 2.1% which is reflective of the communities which we serve according to the Office of National Statistics mid-year population statistics which suggest that less than 3% of the population of County Durham identify as Black / ethnic minority.

However, in comparison to Fire and Rescue National statistics as published within the Fire Data statistics:

<https://www.ethnicity-facts-figures.service.gov.uk/workforce-and-business/workforce-diversity/fire-and-rescue-services-workforce/latest>

CDDFRS remain lower than the national average. According to the Fire Data statistics 5% of the FRS (nationally) have declared as being of ethnic minority.

We will continue to work with ethnic minority groups within the community to build relationships, understand challenges and opportunities and continue with further positive action events throughout 2021 in an attempt to encourage more members of under-represented communities to come in to our organisation and understand what career opportunities are available.

Religion and belief

Religion of employees 2018– 2020 (31 December 2020)

	2018	2019	2020
Christian	124	130	173
Buddhist	2	2	3
Humanist	0	0	0
Sikh	1	1	0
No religion	69	84	131
Other	6	304	230
Not stated/blank	397	104	77
Total	599	625	614



What does this tell us?

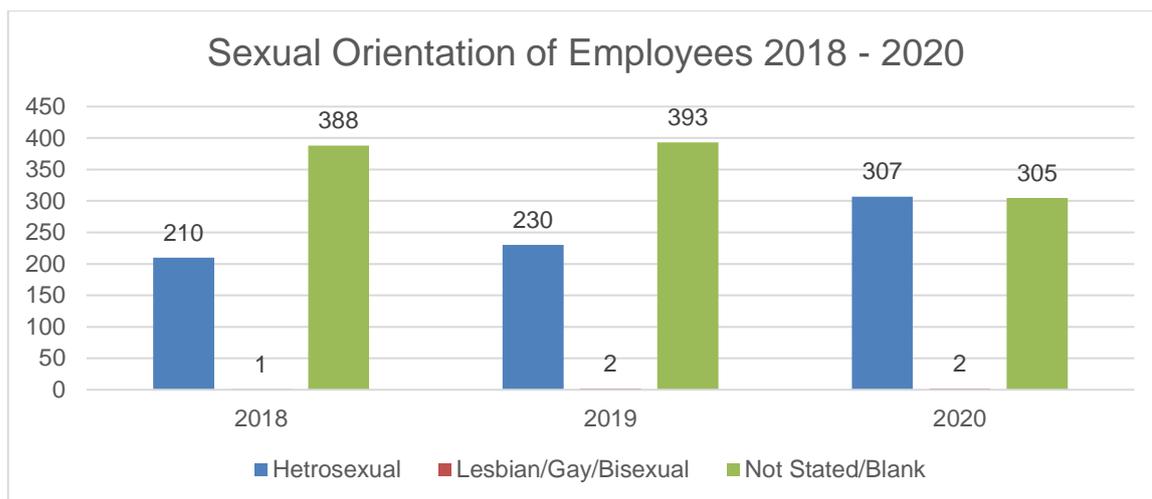
We will continue to encourage all personnel to complete all aspects of equality data within the database provided. We need to continue to improve this data to enhance our understanding of the religion and beliefs of our employees. Recording the religious preferences and beliefs of our employees will enable us to take account of the individual requirements of our employees when developing our policies and procedures. We will continue to work on communicating this to employees to enable them to understand why we collect the data and hopefully encourage them to choose to state their religion.

We will continue to engage with our communities through a range of activities and raise awareness of religion and belief amongst our employees via regular staff equality and diversity training which will assist mutual understanding and respect for our diverse communities.

Sexual orientation

Sexual orientation of employees 2018 – 2020 (31 December 2020)

	2018	2019	2020
Heterosexual	210	230	307
Lesbian, gay, bisexual	1	2	2
Not stated/blank	388	393	305
Total	599	625	614



What does this tell us?

Our back-office database enables the Service to collect data on the sexual orientation of our employees. A large proportion of staff prefer not to say what sexual orientation they are. Although the information is stored securely individuals recording themselves as LGBT remains low. We believe this may be due to individuals believing the information is more visible than it is or simply not wishing to disclose this information.

Our aim is to ensure we create a work environment where people can be themselves in the workplace allowing them to perform at their very best. We recognise however that sexual orientation can be a sensitive subject which may prevent some individuals from coming out at work and we fully respect that this is a personal choice. We will work to try to increase the number of employees happy to state their sexual orientation by communicating the reasons why we need to collect the data, reassuring staff this will remain confidential and demonstrating our commitment to lesbian, gay, bisexual and transgender (LGBT) employees and community members.

We continue to value our Stonewall membership and welcome the advice and support that this membership provides to our organisation with the view to enriching the diversity within our workforce. We are working on further initiatives to ensure we provide an environment for staff which is free from discrimination.

Internal disputes and concerns

There were six grievances recorded in 2020. Two grievances were partially upheld, one was upheld, two were considered as no case to answer and one is ongoing. A small number of disciplinary cases were investigated and managed during 2020 resulting in various outcomes. In order to ensure that CDDFRS protects the privacy of both employees and former employees no further information will be provided in respect of those cases.

Applications for flexible working

In 2020, three requests for unpaid leave were received and three requests were approved. As a result of the Covid-19 pandemic there is no current requirement for our employees to submit flexible working requests to support their need to work from home (under government guidance) or to adjust their working hours where required to provide support to their families. Such requirements are routinely discussed between the employee and line manager. Throughout the Covid-19 pandemic our organisation adapted (where possible) processes, technology and communications to help ensure that our workforce remained agile and efficient whilst maintaining safety for themselves, their families and our communities.

Promotions and recruitment

A number of internal and external recruitment and promotional processes were held throughout 2020. Internal recruitment opportunities (inclusive of promotion) were available for application to existing FRS employees both internal to CDDFRS and the national FRS. External recruitment processes were available for application by candidates external to CDDFRS and national FRS employment, internal candidates are also eligible to apply should they wish too.

External recruitment processes included:

- Wholtime Firefighter recruitment
- Apprentice Firefighter recruitment
- On-going On-call Firefighter recruitment
- On-call to Wholtime recruitment process (providing On-call employees the opportunity for full time employment)
- Firefighter Transferee process (providing opportunities for firefighters working at other FRS the opportunity to transfer their service to CDDFRS)

Applications received for all recruitment processes broken down by Gender, Age, Sexual Orientation, Ethnicity, Religion and Disability

- Total number of applications received for all recruitment processes 984

Gender

- Percentage of applications received by Females 18%
- Percentage of applications received by Males 78%
- Percentage of applications received where gender was not disclosed (prefer not to say) 4%

Age

- Percentage of applications received by individuals aged 17-25 38%
- Percentage of applications received by individuals aged 26-45 41%
- Percentage of applications received by individuals aged 46-65 9%
- Percentage of applications received where age was not disclosed (blank or prefer not to say) 5%
- Percentage of applications received by individuals under the age of 17 7%

Disability

- Percentage of applications received where Disability was declared as yes 3%
- Percentage of applications received where Disability was declared as no 91%
- Percentage of applications received where no indication was provided (prefer not to say or blank) 6%

Ethnicity

- Percentage of applications received where ethnicity was stated as white 85%
- Percentage of applications received where ethnicity was stated as mixed/multiple ethnic groups <1%
- Percentage of applications received where ethnicity was stated as Asian/Asian British <1 %
- Percentage of applications received where ethnicity was stated as Black/African/Caribbean/Black British 1%
- Percentage of applications received where ethnicity was stated as another ethnic group <1%
- Percentage of applications received where no ethnicity was stated (prefer not to say / Blank) 13%

Religion

- Percentage of applications received where religion is stated as Christianity 34%
- Percentage of applications received where religion is stated as no religion (includes Agnostic/Atheist/ No religion/Blank 64%
- Percentage of applications received where religion is stated as Hindu <1%
- Percentage of applications received where religion is stated as Muslim <1%
- Percentage of applications where other is documented but no further detail provided < 2%

Sexual Orientation

- Percentage of applications received where sexual orientation is documented as Gay 1%
- Percentage of applications received where sexual orientation is documented as Lesbian 2%
- Percentage of applications received where sexual orientation is documented as Heterosexual 87%
- Percentage of applications received where sexual orientation is documented as bisexual 3%
- Percentage of applications received where sexual orientation is blank (or prefer not to say) 7%

What does this tell us?

Our communities remain interested and engaged with our recruitment campaigns and where opportunities for employment within CDDFRS arise we often receive a significant volume of applicants, particularly in respect of our operational roles. It is recognisable however, that applications received remain underrepresented by females, LBGTQ+ communities, BAME communities and individuals who are disabled. Further work is required to engage with those communities to understand what is preventing or discouraging applications with the view to overcoming challenges. The Service will continue to promote our disability confident employer status and membership of Stonewall on all recruitment paperwork and ensure advertisements for vacancies are shared with the appropriate organisations. Work has been continued through our disability champions to assist staff in understanding disabilities within the workforce and our communities through various interventions and programmes.

Leavers

Number of leavers (1 January 20 – 31 December 20)

Reason for leaving	Wholetime	On-Call	Control	Corporate
Voluntary redundancy	0	0	0	3
Resignation	0	8	0	1
Transfer to another FRS	3	0	0	0
Normal retirement	15	0	0	0
Ill health retirement	1	1	0	0
Other	1	7	0	4

Reason for leaving	Wholetime	On-Call	Control	Corporate
Total	20	16	0	8

Age of leavers (2020)

17-24	1
25-35	12
36-45	8
46-55	14
56-65	9
65+	
Total	44

Disability of leavers (2020)

Yes	0
No	0
Not stated	44
Total	44

Race of leavers (2020)

White British/Irish	28
Mixed other	0
Black/Black British	0
Not stated	16
Total	44

Religion of leavers (2020)

Christian	13
No religion	4
Other	13
Not stated	14
Total	44

Gender of leavers (2020)

Male	39
Female	5
Total	44

Sexual orientation of leavers (2019)

Heterosexual	14
Not stated	19
Prefer not to say	11
Total	44

All leavers are invited to undertake an exit interview with our Chief Fire Officer.

What does this tell us?

During 2020, 44 employees left CDDFRS across all areas of the Service. 20 of those employees were wholetime operational members of staff. 15 of those wholetime employees left the organisation due to retirement, 3 transferred into another FRS and 2 other members of staff left our organisation for other reasons. The main reason for On-call staff choosing to leave our organisation is primarily due to personal reasons, changes in home life and primary employment being a significant contributory factor.

8 corporate staff also left the Service, 3 due to voluntary redundancy, 1 resignation, 4 due to other reasons/circumstances.

Of all the leavers, across all staff groups, the majority were white British; not disabled and most were male. As most of our staff are operational i.e. wholetime or On-call, this correlates with the general profile of a firefighter in the County Durham and Darlington area. The age range of leavers varies but as would be expected the majority were in the 46-55 age bracket which is the retirement age for firefighters. The religion and sexual orientation data for leavers doesn't tell us anything significant as the data is not stated for most individuals. We need to continue to work on communicating the reasons for collecting this data to staff and encouraging them to record their data.

3. Service User Data

Age of People receiving safe and wellbeing visits 2020 (31 December 2020)

Age	Number of People	Percentage
Under 65	6,055	75.55%
Over 65	1,960	24.45%
Total	8,015	100%

What does this tell us?

The Service operates a targeted approach in identifying high risk people and properties as well as responding to partner agency referrals and direct requests from the public.

During 2020 the number of completed visits has been impacted by COVID-19 restrictions. There is a 12.35% reduction in the number of visits to those over 65. For a large part of the year many residents in this category would have been included in the pandemic shielding category and/or reluctant to allow visitors into their homes. The service reviewed and adapted how safe and wellbeing visits are conducted during a global pandemic revising its delivery model to providing first line support to those who may need it via telephone. Those initial calls are conducted by our local operational crews. . Where the occupant is unable to install smoke alarms themselves a home visit will be arranged by a member of our operational crews inline with Covid -19 restrictions with the view to safely installing a smoke alarm(s).

Where the risk to the individual is high our Community Risk Officers continue to complete face to visits to the most vulnerable members of our communities, many of whom will fall into the over 65 category.

The Safe and Wellbeing Visits the Service provides places a large emphasis on the overall health and wellbeing being of individuals. The support offered to over 65s during and after the welfare visits has helped make significant improvements in terms of their overall health and safety, not just home fire safety. As more people are made aware of Safe and Wellbeing visits via Service publicity and partner agency involvement it is expected that the number and percentage of over 65s receiving a visit will rise moving forward.

Disability of people receiving safe and wellbeing visits 2020 (31 December 2020)

	Number of People	Percentage
Disability	896	11.18%
No disability	7,119	88.82%
Total	8,015	100%

What does this tell us?

The percentage of people receiving Safe and Wellbeing Visits that have declared themselves to have a disability is 11.18% which is higher than the figure reported last year. It must be considered that not all disabilities are immediately identifiable during the visits and there is also a reliance on the individual disclosing this information, therefore the actual figure of those people with disabilities may be higher than the reported figure suggests.

Race of people received safe and wellbeing visits 2020 (31 December 2020)

	Number of People	Percentage
White - British	2,778	34.66%
White - Irish	8	0.12%
White – Other White	16	0.2%
Mixed – White & Black Caribbean	0	0%
Mixed – White & Black African	3	0.03%
Mixed – White & Asian	2	0.02%
Mixed – Other mixed	1	0.012%
Asian or Asian British - Indian	3	0.03%
Asian or Asian British - Pakistani	1	0.012%
Asian or Asian British - Bangladeshi	0	0%
Asian or Asian British – Other Asian	0	0%
Black or Black British - Caribbean	0	0%
Black or Black British - African	1	0.012%
Black or Black British – Other Black	1	0.012%
Chinese or Other Ethnic Group - Chinese	0	0%
Chinese or Other Ethnic Group - Other	6	0.07%
Not stated	5,195	64.82%
Total	8,015	100%

What does this tell us?

There has been a significant increase in the number of individuals not stating their ethnicity this year. Mid year a new software system was introduced to record personal data. We will review this system to look for improved ways to collect this data. The figures suggest that the majority of people receiving Safe and Wellbeing Visits are still white British, however there is also a wide range of other ethnicities that have received a visit. Community safety work in general is targeted towards the most vulnerable in the community irrespective of ethnicity and will therefore assist in steering education and services to those who need it most. Community safety teams have access to education material in a range of languages helping them with engagement and have also used community leaders to get safety messages across to a diverse range of ethnic groups.

Gender of primary contact receiving Safe and Wellbeing Visits 2020 (data collected from 1 August 2020)

	Number of People	Percentage
Male	1,017	12.69%
Female	1,783	22.25%
Not stated or collected	5,215	65.06%
Total	8,015	100%

The software introduced mid year also allowed the Service to begin collecting data on participant gender. The data not stated or collected roughly reflects the percentage of the year data was not collected for. We expect that the number of not stated or collected will be significantly lower in 2021.

4. Emergency Response Data (1 January 2020 – 31 December 2020)

Age

Age of people involved in accidents 1st January - 31st December 2020		
Age	Number	Percentage
0-4	28	5.47%
5-9	2	0.39%
10-14	27	5.27%
15-19	32	6.25%
20-24	17	3.32%
25-29	15	2.93%
30-34	19	3.71%
35-39	14	2.73%
40-44	21	4.10%
45-49	10	1.95%
50-54	16	3.13%
55-59	15	2.93%
60-64	16	3.13%
65-69	14	2.73%
70-74	21	4.10%
75-79	12	2.34%
80-84	24	4.69%
85-89	17	3.32%
90-94	9	1.76%
95-99	3	0.59%
100-104	1	0.20%
Not stated	179	34.96%
Total	512	100%

What does this tell us?

The term 'victim' is used to describe a person who has been rescued by fire service personnel, or who are injured as a result of an incident. From the publication of the Equality Data Report in January 2020 we observe that there has been a decrease in the number of victims from 751 to 512 (31.8%).

Last year's report concluded that the age group of 0 - 4 years were the group more frequently requiring the support and assistance from the Service (5.59%), however, in 2020 we note that the age group requiring support and assistance is the 15 – 19 years (6.25%). We also note that the 0 – 4 years age group accounts for 5.47%, and the 10 – 14 years age groups accounts for 5.27% of the age of people involved in incidents. The highest recording in an age group is in the 'not stated' group with 34.96%.

From 1 January 2019 to 31 December 2019, the Service attended 317 reported Road Traffic Collisions (RTCs) which resulted in us carrying out 118 extrications or releases due to physical and/or medical entrapment. For the same date range in 2020, the Service attended 225 reported RTCs (a reduction of 29.0%) and carried out 57 extrications or releases due to physical and/or medical entrapment (a reduction of 51.7%).

Information available from the [North East Road User Casualty Dashboard](#) shows that most fatalities (9) and slight injuries (396) occur in the 26 – 30 age group, while most serious injuries occur in the 16 – 20 age group. The Service continues to be a partner in the Safe Durham Partnership Road Safety Group, who published the [County Durham and Darlington Road Safety Strategy](#) in 2020, and who prioritise their road safety advice and education towards new and younger drivers to help to mitigate the risks associated with that age group in road vehicle accidents.

Work across the Service continues to promote safety in, and around, water with the Service supporting and promoting the Safe Durham Partnership 'Dying to be Cool' campaign. The Service also continues to support a range of national safety weeks and carries out high profile prevention campaigns from the Prevention, Protection and Road Safety campaign calendar through the Emergency Response and Community Risk Management sections.

From 1 January 2019 to 31 December 2019, the number of people receiving an injury following their involvement in an accidental dwelling fire was 20. In 2020, there were 15 injuries reported over the same data range (a reduction of 25%).

A range of 7 age groups have been injured in accidental dwelling fires during this reporting period ranging from 0-79 years old with 53.32% males and 41.60% females being affected (and 5.08% reporting as not known or not specified). The most common reported cause of injury is the occupant being bedridden or chair bound. Divisional management teams scrutinise operational incident data in order to deliver localised fire safety information to those most vulnerable in their divisional areas.

Gender

Gender of People Involved In Incidents 1st January - 31st December 2020		
Gender	Number of people	Percentage
Female	213	41.60%
Male	273	53.32%
Not known/not specified	26	5.08%
Total	512	100.00%

What does this tell us?

Although the number of incidents and victims has decreased in the last year, the gender of people involved in incidents are relative and broadly consistent with those reported in 2019. The Service continues to engage in preventative activities particularly through Safe and Wellbeing visits that aim to address a wide range of issues across all sections of the community including social exclusion and isolation. This is targeted as part of Service project and station plans.

Race

Ethnicity	Number	Percentage
Asian or Asian British	3	0.59%
Mixed	3	0.59%
Not known/stated	125	24.41%
White - British	375	73.24%
White - Other White	4	0.78%
Other	2	0.39%
Total	512	100.00%

What does this tell us?

From the victims where the Service was able to establish ethnicity, 73.24% of people involved in incidents were 'White British', which is a slight increase on the previous years. The number of victims from each ethnic group is broadly consistent with those from the previous year, with the greatest difference occurring in the 'Not known/stated' category, where in the previous year there were 204 victims, and in the current reporting period, there were only 125 (a decrease of 38.7%). There was also a significant decrease in the 'White – British' category of victims, as in the previous reporting period, there were 535 victims, and in the current reporting period, there was 375 (a decrease of 29.9%).

The number of victims being predominately from the “White British” ethnic group is reflective of the relatively low levels of diversity across the Service area. There are no specific ethnic groups which are currently noted at higher risk from the mean. Based on current and previous data it is also likely that those who have preferred not to state their ethnicity or have ethnicity unknown are predominately from the “White British” category. We provide information in various languages and have access to an interpreter scheme to ensure that education and advice can also be given to non-English speaking members of the community if required.

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