



**Safest People, Safest Places**

## **Combined Fire Authority**

**20 June 2023**

### **Member Champions**

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## **Report of the Director of Corporate Resources**

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### **Purpose of Report**

1. This report sets out details of the Authority's Member Champion roles and seeks nominations for the individual roles for the forthcoming two-year period.

### **Background**

2. As part of the approach to developing the Authority's services and engaging with stakeholders, the Authority has sought to 'champion' particular areas of work through a CFA Member Champion role.
3. Member Champions provide the Service with an opportunity to work closely with individual Members to help to develop services and to engage with local communities, staff, councillors and other stakeholders through a closely aligned officer and member relationship.

### **Member Champion Roles**

4. The following Member Champion roles have been identified as bringing significant advantages to the Service and Authority:
  - Community Safety & Arson Reduction
  - Business Fire Safety
  - Equality, Diversity & Inclusion
  - Health, Safety & Wellbeing
  - Retained Duty System

- His Majesty's Inspectorate of Constabulary and Fire and Rescues Services (HMICFRS)
5. The individual role requirements for each Member Champion are set out in Appendices A-F.
  6. Given the extremely challenging financial position facing public services, the role of a Member Champion is more important than ever if the Service is to ensure performance is sustained over the medium to longer term.
  7. Any Members undertaking a Member Champion role will gain a significant amount of personal development in relation to the specific role being undertaken, whilst the Service benefits from the local knowledge, experience and public standing of Members.
  8. Details of work undertaken by Member Champions will be recorded on individual training and development records.

### **Expressions of Interest**

9. Members are requested to complete and submit the expression of interest form attached as Appendix G for any of the Member Champion roles and return it to Janine Hindmarch via email [pa@ddfired.gov.uk](mailto:pa@ddfired.gov.uk) by 30 June 2023.
10. The outcomes of this process will be reported to the Combined Fire Authority on the 18 July 2023.

### **Recommendations**

11. CFA Members are requested to:
  - a. **Note** the member champion roles as set out in this report and as detailed at Appendix A-F.
  - b. **Note** that the expression of interest form Appendix G needs to be submitted by email by the 30 June 2023.
  - c. **Note** that the Fire Authority will approve the Member Champions at the Combined Fire Authority meeting on the 18 July 2023, if there is more than one expression of interest for a champion role a further report will be presented and a vote will take place to allocate roles.

Keith Lazzari, Director of Corporate of Resources, 0191 3755580

**Member Champion for Community Safety and Arson Reduction (CS&AR)**

**Role Description**

<p><b>Overview</b></p>	<p>County Durham and Darlington Fire and Rescue Authority Member Champions play a pivotal role in helping to shape the way services are provided to local communities. Member Champions also play a pivotal role in engaging with key stakeholders and making the best use of links with other councillors to promote the work of the Authority.</p> <p>A Member Champion role provides a unique opportunity to work closely with the Service and to help the Authority deliver its vision of Safest People, Safest Places.</p>
<p><b>Strategy</b></p>	<p>A fundamental part of this Member Champion role is to assist the Service to develop its approach to CS&amp;AR and to help to ensure that services provided by the Authority are fit for purpose, effective and take full account of the statutory requirements placed on the Authority through the Fire Services Act and National Framework. This includes:</p> <ul style="list-style-type: none"> <li>• Being involved in the early stages of CS&amp;AR strategy development</li> <li>• Having oversight of the Service's performance in relation to CS&amp;AR</li> <li>• Helping align the Authority's CS&amp;AR work with the CRMP</li> <li>• Helping to align the Authority's CS&amp;AR work with the wider community safety agenda for County Durham and Darlington.</li> </ul>
<p><b>Policy Implementation</b></p>	<p>The implementation of the Authority's CS&amp;AR strategies are important in ensuring that the communities we serve remain safe.</p> <p>The Member Champion will:</p> <ul style="list-style-type: none"> <li>• Act as a sounding board for proposals relating to CS&amp;AR</li> <li>• Assist the Service to understand local issues from an elected Members perspective and to ensure policy implementation takes account of these issues</li> <li>• Ensure that policy implementation takes account of partners and other stakeholders policies where this is practical</li> <li>• Ensure that the strategies we employ are effective.</li> </ul>
<p><b>Stakeholder Engagement</b></p>	<p>Member champions can play a pivotal role in engagement with stakeholders. This will include pro-active engagement with:</p> <ul style="list-style-type: none"> <li>• Other Fire Authority members</li> <li>• Councillors</li> <li>• Staff</li> <li>• Partner agencies</li> <li>• Public</li> <li>• Interest groups</li> <li>• Media</li> <li>• Government officials</li> </ul>

**Member Champion for Business Fire Safety (BFS)**

**Role Description**

<p><b>Overview</b></p>	<p>County Durham and Darlington Fire and Rescue Authority Member Champions play a pivotal role in helping to shape the way services are provided to local communities. Member Champions also play a pivotal role in engaging with key stakeholders and making the best use of links with other councillors to promote the work of the Authority.</p> <p>A Member Champion role provides a unique opportunity to work closely with the Service and to help the Authority deliver its vision of Safest People, Safest Places.</p>
<p><b>Strategy</b></p>	<p>The Fire Authority have a statutory duty under the Regulatory Reform (Fire Safety) Order 2005 (RRO) and have delegated powers to the Chief Fire Officer through the CFA Constitution.</p> <p>A fundamental part of this Member Champion role is to assist the Service to develop its approach to BFS and to help to ensure that services provided by the Authority are fit for purpose, effective and take full account of the statutory requirements placed on the Authority through the Fire Services Act, National Framework and Regulatory Reform Order. This includes:</p> <ul style="list-style-type: none"> <li>• Being involved in the early stages of BFS strategy development</li> <li>• Having oversight of the Service's performance involving BFS</li> <li>• Helping to align the Authority's BFS work with the CRMP and wider business community agenda for County Durham and Darlington</li> </ul>
<p><b>Policy Implementation</b></p>	<p>The implementation of the Authority's BFS strategy is important in ensuring that the communities we serve remain safe.</p> <p>The Member Champion will:</p> <ul style="list-style-type: none"> <li>• Act as a sounding board for proposals relating to BFS</li> <li>• Assist the Service to ensure policy implementation takes account of local issues</li> <li>• Ensure that policy implementation takes account of partners and other stakeholders policies where this is practical</li> <li>• Ensure that the strategies we employ are effective</li> <li>• Assist the Service in promoting sprinkler installation</li> </ul>
<p><b>Stakeholder Engagement</b></p>	<p>Member Champions can play a pivotal role in engagement with stakeholders. This will include pro-active engagement with:</p> <ul style="list-style-type: none"> <li>• Other Fire Authority members</li> <li>• Councillors</li> <li>• Staff</li> <li>• Partner agencies</li> <li>• Public</li> <li>• Local businesses</li> <li>• Interest groups / Media</li> <li>• Government officials</li> </ul>

**Member Champion for Equality, Diversity & Inclusion**

**Role Description**

<p><b>Overview</b></p>	<p>County Durham and Darlington Fire and Rescue Authority Member Champions play a pivotal role in helping to shape the way services are provided to local communities. Member Champions also play a pivotal role in engaging with key stakeholders and making the best use of links with other councillors to promote the work of the Authority.</p> <p>A Member Champion role provides a unique opportunity to work closely with the Service and to help the Authority deliver its vision of Safest People, Safest Places.</p>
<p><b>Strategy</b></p>	<p>A fundamental part of this Member Champion role is to assist the Service to develop its approach to equality, diversity, inclusion and culture and to help ensure that services provided by the Authority take full account of the legal requirements that are placed on public bodies. This includes:</p> <ul style="list-style-type: none"> <li>• Being involved in the early stages of equality, diversity, inclusion and culture strategy development.</li> <li>• Assisting the Service to determine how equality, diversity and inclusion can be mainstreamed.</li> <li>• Helping to align the Authority's equality, diversity and inclusion work to other strategies</li> </ul>
<p><b>Policy Implementation</b></p>	<p>The implementation of the Authority's equality, diversity, inclusion and culture strategies are important in ensuring that fairness and equity are at the heart of services provided. The Member Champion will:</p> <ul style="list-style-type: none"> <li>• Act as a sounding board for proposals relating to equality, diversity, inclusion and culture.</li> <li>• Assist the Service to understand local issues from an elected Members perspective and to ensure policy implementation takes account of these issues.</li> <li>• Ensure that policy implementation takes account of partners and other stakeholders policies where this is practical.</li> <li>• Ensure that staff consultation and engagement is appropriate and fit for purpose.</li> </ul>
<p><b>Stakeholder Engagement</b></p>	<p>Member champions can play a pivotal role in engagement with stakeholders. This will include pro-active engagement with:</p> <ul style="list-style-type: none"> <li>• Other Fire Authority members</li> <li>• Councillors</li> <li>• Partner agencies</li> <li>• Staff</li> <li>• Public</li> <li>• Interest groups</li> <li>• Media</li> <li>• Government officials</li> </ul>

## Member Champion for Health, Safety & Wellbeing

### Role Description

<b>Overview</b>	<p>County Durham and Darlington Fire and Rescue Authority Member Champions play a pivotal role in helping to shape the way services are provided to local communities. Member Champions also play a pivotal role in engaging with key stakeholders and making the best use of links with other councillors to promote the work of the Authority.</p> <p>A Member Champion role provides a unique opportunity to work closely with the Service and to help the Authority deliver its vision of Safest People, Safest Places.</p>
<b>Strategy</b>	<p>A fundamental part of this Member Champion role is to assist the Service to develop health, safety &amp; wellbeing strategies that continue to ensure the Authority has health and safety performance that is amongst the best in the country. This includes:</p> <ul style="list-style-type: none"> <li>• Being involved in the early stages of health, safety &amp; wellbeing strategy development</li> <li>• Assisting the Service to determine health, safety &amp; wellbeing strategies that best fit with local circumstances</li> <li>• Helping to align the Authority's health, safety &amp; wellbeing strategies to other agencies strategies where appropriate.</li> </ul>
<b>Policy Implementation</b>	<p>The implementation of the Authority's health, safety &amp; wellbeing strategies are focused on the Safe Person concept. The Member Champion will:</p> <ul style="list-style-type: none"> <li>• Act as a sounding board for implementation plans prior to consideration by the Authority's Committee's or full Authority.</li> <li>• Assist the Service to understand local issues from an elected Members perspective and to ensure policy implementation takes account of these issues.</li> <li>• Ensure that policy implementation takes account of partners and other stakeholders policies where this is practical.</li> </ul>
<b>Stakeholder Engagement</b>	<p>Member champions can play a pivotal role in engagement with stakeholders. This will include pro-active engagement with:</p> <ul style="list-style-type: none"> <li>• Other Fire Authority members</li> <li>• Councillors</li> <li>• Partner agencies</li> <li>• Staff</li> <li>• Public</li> <li>• Interest groups</li> <li>• Media</li> <li>• Government officials</li> </ul>

## Member Champion for Retained Duty System

### Role Description

<b>Overview</b>	<p>County Durham and Darlington Fire and Rescue Authority Member Champions play a pivotal role in helping to shape the way services are provided to local communities. Member Champions also play a pivotal role in engaging with key stakeholders and making the best use of links with other councillors to promote the work of the Authority.</p> <p>Member Champion role provides a unique opportunity to work closely with the Service and to help the Authority deliver its vision of Safest People, Safest Places.</p>
<b>Strategy</b>	<p>A fundamental part of this Member Champion role is to assist the Service to specifically develop its retained duty system (RDS). This includes:</p> <ul style="list-style-type: none"> <li>• Being involved in the early stages of RDS strategy development</li> <li>• Assisting the Service to determine RDS strategies that best fit with local circumstances</li> <li>• Helping to align the RDS strategy to other agencies strategies.</li> </ul>
<b>Policy Implementation</b>	<p>The implementation of the Authority's RDS strategies is focused on ensuring that staff resources are maximised and that the workforce is aligned to the Authority's vision. The Member Champion will:</p> <ul style="list-style-type: none"> <li>• Act as a sounding board for implementation plans prior to consideration by the Authority's Committee's or full Authority.</li> <li>• Assist the Service to understand local issues from an elected Members perspective and to ensure policy implementation takes account of these issues.</li> <li>• Ensure that policy implementation takes account of partners and other stakeholders policies where this is practical</li> </ul>
<b>Stakeholder Engagement</b>	<p>Member champions can play a pivotal role in engagement with stakeholders. This will include pro-active engagement with:</p> <ul style="list-style-type: none"> <li>• Other Fire Authority members</li> <li>• Councillors</li> <li>• Partner agencies</li> <li>• Staff</li> <li>• Public</li> <li>• Interest groups</li> <li>• Media</li> <li>• Government officials</li> </ul>

**Member Champion for His Majesty’s Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS)**

**Role Description**

<p><b>Overview</b></p>	<p>County Durham and Darlington aspire to achieve the best possible outcome from the HMICFRS inspection of the Service and be recognised as an outstanding Fire and Rescue Service.</p> <p>A Member Champion role provides a unique opportunity to work closely with the Service and assist in achieving an outstanding outcome from the HMICFRS inspection.</p>
<p><b>Strategy</b></p>	<p>A key part of this Member Champion role is to promote the benefits of the collaborative relationship of the Service and its key partners as this area is described in detail within the efficiency pillar of the inspection methodology. This would include:</p> <ul style="list-style-type: none"> <li>• Having an oversight of CDDFRS key partners and historical knowledge of the key outcomes of collaboration with the Service;</li> <li>• Liaison with key partners to prepare them for their involvement in the HMICFRS inspection as they will be required to evidence the working relationship and collaborative benefits of working with the Service.</li> </ul>
<p><b>Policy Implementation</b></p>	<p>The HMICFRS will conduct a series of surveys with a range of stakeholders in the pre-fieldwork phase of the inspection of the Service. These surveys will be conducted with CDDFRS internal staff, members of the public from both County Durham and Darlington who have received a service from CDDFRS and key partners who engage in collaboration with CDDFRS to achieve joint organisational objectives.</p> <p>The HMICFRS inspection Member Champion will:</p> <ul style="list-style-type: none"> <li>• Engage with key stakeholders to raise the awareness of the working arrangements and outcomes from collaboration with the Service;</li> <li>• Provide a conduit between the Service and the Authority on matters relating to the HMICFRS inspection;</li> <li>• Highlight support to the HMICFRS inspection process and emphasise the importance of the outcome.</li> </ul>
<p><b>Stakeholder Engagement</b></p>	<p>The Member Champion would play an essential role in promotion of the collaboration between the Service and key stakeholders. Outcomes from the initial HMICFRS inspections indicate the following organisations would be contacted for their feedback and opinions on the relationship with the Service:</p> <ul style="list-style-type: none"> <li>• Police;</li> <li>• Health;</li> <li>• Voluntary sector;</li> <li>• LRF chairs of strategic, tactical and supporting groups;</li> <li>• Organisations involved in the sharing of any CDDFRS estate;</li> <li>• The local community.</li> </ul>



County Durham and Darlington  
Fire and Rescue Authority



**Member Champion Expression of Interest**

Name:	
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Member Champion Role	Tick Box
Community Safety & Arson Reduction	
Business Fire Safety	
Equality, Diversity & Inclusion	
Health, Safety & Wellbeing	
Retained Duty System	
HMICFRS	

Please state why you are interested in this role:

Have you any particular skills and/or experience you can bring to this role?

Please return to Janine Hindmarch via [pa@ddfire.gov.uk](mailto:pa@ddfire.gov.uk) by the 30 June 2023.