



Appendix C

Sarah Gawley
Director of Fire and
Major Events
Home Office

2 Marsham Street
London SW1P 4DF

www.gov.uk/home-office

Steve Helps
County Durham and Darlington Fire and Rescue Service
steve.helps@ddfire.gov.uk

15 June 2023

Dear Steve,

Protection Uplift Grant Payment to County Durham and Darlington Fire and Rescue Authority

I am writing to seek your acceptance of Protection Uplift grant funding to County Durham and Darlington Fire and Rescue Authority. The amount of funding to County Durham and Darlington Fire and Rescue Authority is One hundred four thousand, two hundred one pounds and four pence (£104,201.04).

I can confirm the funding for this year (2023/24) and this letter sets out the arrangements intended to continue to drive significant improvement in the protection function within fire and rescue services and tackling risk in the built environment. The grant conditions are outlined below.

We look forward to supporting your use of the funding and working with you and National Fire Chiefs Council Limited (NFCC) during the lifetime of the arrangement to help make a real difference.

Payment of these monies is subject to your acceptance of this offer and the standard terms and conditions of the Grant Letter.

Protection Uplift Grant Funding

1. Funding purpose

To drive sustainable improvements in the capability and capacity of Fire and Rescue Services (FRS) to deliver their protection function to support a safer built environment and respond to the findings from the HMICFRS State of Fire Reports.

2. Grant Restrictions

The following grant restrictions will apply:

- The grant is ring-fenced to expenditure by FRS in England in discharging fire protection duties as set out in the conditions of expenditure section below.
- Under this grant, pension abatement costs **will not be** deemed acceptable expenditure.
- Funding will be provided in two payment 'runs', with both payments made in arrears. The first 50% will be paid in arrears in September 2023, dependent on evidence of actual and planned spend. The second run will be processed at the end of the 2023/24 financial year, and dependent on evidence of actual and planned spend.
- A final forecast will be required by the end of the financial year to allow for year-end accruals.
- Where a potential risk of payment being made in advance of need is identified, the Home Office reserves the right to carry out additional assurance checks and to withhold or reduce payment in line with the principles of Managing Public Money¹.
- Evidence on the work achieved towards the above, and of grant expenditure applied to the grant, will be required as set out in the requisite reporting templates. This is required on a quarterly basis to cover each three-month period up to 31 March 2024 or until the funds are fully spent, with returns sent to the Home Office via the NFCC– FRSgrants@nfcc.org.uk. **Late reporting returns may result in payment being delayed.**

3. Conditions of Expenditure

Expenditure should be incurred for the purposes of further increasing the capability and capacity within fire protection in order to deliver in line with locally agreed integrated risk management plans and risk-based inspection programmes.

¹ [MPM updates .docx \(publishing.service.gov.uk\)](#)

The aim of the grant is to continue to increase capacity and build long-term capability within FRS' protection delivery to cover areas such as:

Workforce

- Increasing protection resource to ensure sufficient resource is in place to address the needs of your integrated risk management plan.
- To further establish and promote career pathways in protection.
- Identify and implement opportunities to improve diversity, inclusion, and talent in the protection workforce.
- Upskilling of operational staff to enable station-based staff to carry out less complex protection activity and enhancing their understanding of the built environment.
- Introducing protection awareness training for all front-line staff to improve the quality of information gathering visits so staff have the ability to identify risks and share these with the protection teams.
- Improving general protection competence of all staff.
- Improving data sharing and feedback loops between prevention and operational teams with protection so that risks are better understood and to aid targeted initiatives.

Technology

- To improve ways of working and efficiency.
- Using an innovative approach to online training.
- Making existing data systems work better including through the development of new data tools.
- Digital platform (protection, prevention and risk).
- Hardware (tablets, bodycams).

Monitoring and Reporting Requirements

4. Financial Reporting

- Sign-off of expenditure by the S151/S112 officer will be required on a quarterly basis to cover each quarterly period up to 31 March 2024.
- First quarterly reporting will be required by 17 July 2023 and quarterly thereafter on 16 October 2023, 22 January 2024, and 15 April 2024. It is important that all quarterly reporting is timely and accurate to ensure good control, governance and quality assurance.
- FRSs will need to submit returns to NFCC: FRSgrants@nfcc.org.uk

5. Monitoring Requirements

- Annual Spending Plan: FRS to provide to the Home Office, via the NFCC, by **30 June 2023**, a return setting out the plan for how you intend to spend the Protection funding and how you will meet the grant agreement requirements to increase protection capability and capacity

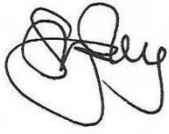
with outputs clearly detailed. This should be submitted through this: <https://www.smartsurvey.co.uk/s/Protection-Uplift-Grant-Spending-Plan-2023-24/>

- The spending plan should account for at least 90% of your available protection grant funding (2023/24 allocation and any unspent funds from previous years of the grant/BRR). **There is a new requirement for FRS to set out: grant funding reserves as at the start of the financial year; spend profile across each quarter; and the timeline to the point where protection grant funding will be exhausted.**
- NFCC will conduct mid-year reviews with each service after Q2 to compare actual to planned spend.
- Quarterly reporting will be required by FRS, covering the period up to 31 March 2024 provided to the Home Office via the NFCC, using a standard template. Returns will need to continue to account for any unspent funds from the Protection Uplift grant and Building Risk Review funding paid out in the previous financial years 2020/21, 2021/22 and 2022/23 until spent and outputs are known.
- Returns are likely to include data covering the below metrics. Returns should be related to the outputs detailed in the spending plan. Analysis may include (but is not limited to):
 - A. How many staff have been employed
 - B. How many staff trained and to what qualification level
 - C. An increase in number of high-risk buildings audited.
 - D. An increase of engagement (FSO hours).
 - E. What IT solutions have been developed to meet objectives
 - F. What equipment has been purchased (commentary required)
 - G. Investment or capital expenditure (commentary required)
 - H. Diversity and Inclusion data
- FRS will also need to provide protection data, including on the number of audits undertaken, length of audits and outcomes by different building types, using the standard template. It is important that what has been 'added' to the outputs of protection work from this funding is captured to allow for evaluation of grant spend.

To confirm acceptance of this grant funding offer, please sign and return one copy of the Grant Letter to: fireprotection@homeoffice.gov.uk by 30 June 2023. The Grant Letter must be returned with signed approval from your Finance Director in the section overleaf. Please retain a copy of the Grant Letter for your records. Please be aware that no payments will be released until receipt of the signed documentation.

The Grant Sponsor for the Protection funding will be the Home Office's Fire Safety Unit which will be responsible for monitoring delivery. For enquiries on grant reporting and governance, please contact: FRSgrants@nfcc.org.uk. For enquires on grant payments, please contact: fireprotection@homeoffice.gov.uk

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sarah Gawley', with a large, stylized initial 'S'.

Sarah Gawley
Director of Fire and Major Events
Public Safety Group
Home Office

Annex A:

Finance Director approval

If you agree to the above grant conditions, please ask your Finance Director to sign here and return.

“I agree the above grant conditions”

Signed Finance Director.....

Name (printed).....

Date: