



BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

Members of Fire and Rescue Authority.

Bedford Borough Councillors: C Atkins, J Gambold and M Headley

Central Bedfordshire Councillors: J Chatterley, R Berry, P Duckett, D McVicar and I Shingler

Luton Borough Councillors: J Burnett, K Choudhry, D Franks and Y Waheed

A meeting of **Fire and Rescue Authority** will be held at **Lecture Theatre, Dunstable Community Fire Station, Brewers Hill Road, Dunstable LU6 1AA / MS Teams** on **Tuesday, 14 December 2021** starting at **10.00 am**.

John Atkinson
Monitoring Officer

AGENDA

Item	Subject	Lead	Purpose of Discussion
1.	Apologies	Monitoring Officer	
2.	Declarations of Disclosable Pecuniary and Other Interests	Chair	Members are requested to disclose the existence and nature of any disclosable pecuniary interest and any other interests as required by the Fire Authority's Code of Conduct (see note below).
3.	Communications	Chair	

Item	Subject	Lead	Purpose of Discussion
4.	Minutes	Chair	To confirm the Minutes of the meeting held on 2 November 2021 (Pages 5 - 16)
5.	Public Participation	Chair	To receive any questions put to the Authority under the Public Participation Scheme
6.	Executive Committee Minutes from 30 November 2021	Chair	To receive Executive Committee Minutes from 30 November 2021 (Pages 17 - 22)
7.	Portfolio Lead Updates: Assets and Collaboration	DCFO, ACFO	To receive a presentation (Pages 23 - 28)
8.	2021/22 Revenue Budget and Capital Programme Monitoring	ACO	To consider a report (Pages 29 - 38)
9.	Q2 2021/22 Performance Report	DCFO	To consider a report (Pages 39 - 62)
10.	Public Sector Equality Duty Report	ACFO	To consider a report (Pages 63 - 98)
11.	Pilots and Trials to Improve Response	DCFO	To consider a report (Pages 99 - 104)
12.	Developing Collaboration with East of England Ambulance Trust	DCFO	To consider a report (Pages 105 - 108)
13.	Community Risk Management Plan Draft 2022-23 Annual Action Plan including CRMP and Budget Consultation	HSSA	To consider a report (Pages 109 - 126)
14.	Calendar of Meetings for 2022/23	Monitoring Officer	To consider a report (Pages 127 - 132)
15.	Information Bulletin (Q2 July - Sept)	CFO	To consider a report (Pages 133 - 144)
16.	Work Programme	CFO	To consider a report (Pages 145 - 156)

Item	Subject	Lead	Purpose of Discussion
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Local Government Act 1972: Schedule 12A (as amended) - Exclusion on the Public **Chair**

To consider whether to pass a resolution under Section 100(A) of the Local Government Act 1972 to exclude the public from the remainder of the meeting on the grounds that consideration of the following items of business is likely to involve the disclosure of exempt information as defined in Paragraphs 1, 2, 3, 4 and 5 of Part 1 of Schedule 12A to the Act as amended.

Item	Subject	Lead	Purpose of Discussion
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17.	Executive Committee Confidential Minutes from 30 November 2021		To receive the Executive Committee Confidential Minutes from 30 November 2021
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	Next Meeting		10.00 am on 11 January 2022 at Lecture Theatre, Dunstable Community Fire Station, Brewers Hill Road, Dunstable LU6 1AA / MS Teams
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DECLARATIONS OF INTEREST

From 1 July 2012 new regulations were introduced on Disclosable Pecuniary Interests (DPIs). The interests are set out in the Schedule to the Code of Conduct adopted by the Fire Authority on 28 June 2012. Members are statutorily required to notify the Monitoring Officer (MO) of any such interest which they, or a spouse or civil partner or a person they live with as such, have where they know of the interest.

A Member must make a verbal declaration of the existence and nature of any Disclosable Pecuniary Interest and any other interest as defined in paragraph 7 of the Fire Authority’s Code of Conduct at any meeting of the Fire Authority, a Committee (or Sub-Committee) at which the Member is present and, in the case of a DPI, withdraw from participating in the meeting where an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.

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MINUTES OF FIRE AND RESCUE AUTHORITY MEETING HELD ON 2 NOVEMBER 2021

Present: Councillors J Burnett, R Berry, J Chatterley (Chairman), K Choudhry, D Franks, M Headley, D McVicar, and Y Waheed

Councillors C Atkins and I Shingler were present via Teams

CFO A Hopkinson, ACFO A Kibblewhite, ACO G Chambers, Mr J Atkinson, Mr S Frank, Ms S Fecondi, Mr P Hughes and AC J Tai

21-22/FRA/45 Apologies

Apologies for absence were received from Councillors P Duckett and J Gambold. The Deputy Chief Fire Officer had also tendered his apologies for the meeting.

21-22/FRA/46 Declarations of Disclosable Pecuniary and Other Interests

There were no declarations of disclosable pecuniary and other interests.

21-22/FRA/47 Communications

Immediate Detriment

The Chief Fire Officer reported that, following the meeting of the Executive where it had been agreed to apply the Home Office guidance in relation to immediate detriment, the Local Government Association and the Fire Brigades Union had released a Memorandum of Understanding stating that immediate detriment should not only be applied to future cases, but also retrospectively to all retirements following the change in pension schemes in 2015. The impact of this was currently being assessed and a report would be submitted to the next meeting of the Executive on a proposed way forward.

Service of Thanksgiving for the late Paul Fuller

The Chief Fire Officer reported on the Thanksgiving Service for the late Paul Fuller that was held on 28 October 2021. Over 200 individuals had attended the event and positive feedback had been received from Mr Fuller's family and friends. The Chief Fire Officer requested that his thanks to all those involved in organising the event be recorded.

Members who attended the Service also commented that it was a fitting tribute to the late Mr Fuller.

Asian Fire Service Association and Excellence in Fire Awards

The Service had been shortlisted as finalists in multiple categories by both the Asian Fire Service Association and the Excellence in Fire Awards.

The Asian Fire Service Association Awards Evening was being held on 25 November 2021, with the Excellence in Fire Awards being held on 3 December 2021.

National Black Police Association Conference

The Chief Fire Officer advised that he had attended the National Black Police Association Conference with Chief Constable Forsyth, as it was acknowledged this was an area in which the Services could work more closely together.

Lord Lieutenant's Commissioning Ceremony

The Chief Fire Officer attended the commissioning ceremony for the Lord Lieutenant's Cadets held on 1 November 2021 at Bedford Modern School.

21-22/FRA/48 Minutes

RESOLVED:

That the Minutes of the meeting held on 7 September 2021 be confirmed as a true record.

21-22/FRA/49 Public Participation

Members noted that no questions had been received in accordance with the public participation scheme approved at the meeting of the Fire and Rescue Authority held on 5 April 2000 (Minute 99/fa/94 refers).

21-22/FRA/50 Executive Committee Minutes from 7 October 2021

The Chair introduced the Minutes of the meeting of the Executive Committee held on 7 October 2021.

RESOLVED:

That the Minutes of the meeting of the Executive Committee held on 7 October 2021 be received.

21-22/FRA/51 ASC Minutes from 21 September 2021

Councillor Atkins introduced the Minutes of the meeting of the Audit and Standards Committee held on 21 September 2021 for ratification by the full Authority as the Committee continued to meet remotely.

The Statement of Assurance required the approval of Members so that it could be signed by the Chair and Chief Fire Officer. The Committee had also agreed two extension requests.

The Committee received updates on the Internal Audit programme, Cyber Security, the Pensions Board and the Corporate Risk Register.

In relation to the Cyber Security Update, Mr P Hughes, the Head of ICT and Programmes, stated that the threat landscape was constantly changing. The Service had both external and internal defences but there were still threats that made it imperative that staff were trained on and had knowledge of cyber security. He commented that defence must be focused on people, process and technology. The Cyber Awareness Course from the National Cyber Security Centre had been made available on LearnPro and was mandatory for all Service staff. Members could also be provided with access to the course.

In response to questions, the Head of ICT and Programmes confirmed that the Service held a copy of all its data and that it had a reciprocal arrangement with Cambridgeshire Fire and Rescue for back-up, as well as back-up generators to ensure that data was not impacted by a loss of power.

RESOLVED:

That the submitted Minutes of the meeting held on 21 September 2021 be received and the decisions made by the Committee informally be ratified.

21-22/FRA/52 2021/22 Budget Monitoring

The Assistant Chief Officer and Treasurer presented his report informing the Authority of the forecast year-end budget monitoring position as at 30 September 2021. A three year settlement is anticipated as part of the Comprehensive Spending Review and this would assist with future budget-setting.

At 30 September, there was a forecast non-salary underspend on £281,000 as a result of a review of business rates paid which had led to a significant refund. There was a small overspend of £15,000 in the area managed by the Head of ICT and mitigations were being put in place to ensure that this was addressed before year-end.

Councillor Headley, as Portfolio Lead for Digital and Data, expressed the view that any additional expenditure on ICT must be justified in terms of creating efficiencies or other benefits to the Service.

It was noted that additional investment in ICT had been required during the pandemic to support remote working and this could not have been foreseen. This expenditure had been funded through the Covid grant.

The implementation of the firefighter pay award of 1.5% had resulted in a forecast salary overspend of £302,000. The pay award for non-operational staff had not yet been agreed.

The Assistant Chief Officer report on the Capital Programme. The slippage of the BA Set, Cylinders and Apparatus project into 2022/23 had previously been agreed.

Urgent works to the smoke house, originally to the value of £82,000 but now driven down to a value of £70,000, were required to improve the health and safety of users and to allow additional burn rooms to enable the rotation of usage and heat intensity. If approved, the works would be undertaken imminently.

In response to a question about variances to the salary budget, the Assistant Chief Officer advised that the next monitoring report would highlight a forecast salary underspend in the retained category. The full-year effect of the firefighter pay award would not be felt until 2022/23 as the increase was implemented in July 2021.

The Chair requested confirmation that there were no long-term agency staff being employed by the Service.

RESOLVED:

1. That the updates provided within the report be acknowledged.
2. That the refund of Rates from 2017 to 2021 payable on the Authority's properties be allocated to the Transformation Reserve as recommended in paragraph 2.3.4 of the report.
3. That the Capital expenditure addition on the smoke house urgent repairs as set out in paragraph 3.4.2 be approved.

21-22/FRA/53 Mid-Year Treasury Update

The Assistant Chief Officer and Treasurer introduced his report which provided an update on the Authority's Treasury Management to 30 September 2021. There were no items or changes to highlight. The anticipated income from interest on investments was £50,000.

Self-funding, or borrowing from the Authority's own reserves, would be considered in future if it was more advantageous than borrowing from the Public Works Loan Board (PWLB).

The forecast increase in interest rates could affect the Authority if the rates charged by the PWLB increased, and the Authority wanted to take out a new loan.

Lending to other local authorities and participation in the overnight money market may be considered in future.

In response to a question about property investment, the Assistant Chief Officer confirmed that the Service owned all of its premises and that income was generated from the rental of seven residential properties. Opportunities to generate income, e.g. sharing facilities with other partners such as the Ambulance or Police Service, were always being investigated.

The Chair expressed concern that the Service was responding to non-emergency incidents for which a charge should be levied.

The Assistant Chief Officer reported that, in some instances, special service charges were applied as deemed appropriate. Some of these converted into bad debt which was pursued through the small claims court, but these were not high values.

The Chief Fire Officer suggested that a summary of the Service's special charges policy be prepared for Members, including a breakdown of costs levied and debts outstanding.

RESOLVED:

That the report be received.

21-22/FRA/54 Portfolio Leads Update: Workforce & OD/Digital & Data

The Chief Fire Officer advised that the Members of the Executive, having been appointed as Portfolio Leads for specific areas, would be presenting to the Authority at regular intervals from this meeting onwards. The two updates to be received at this meeting related to Workforce & OD and Digital & Data. The slides presented at the meeting would be circulated to Members for information.

Workforce & OD

Councillor Waheed gave a presentation on Workforce and OD. This included highlighting the various events that the Service had engaged in to promote awareness and understanding, including Black History Month and World Mental Health Day.

Councillor Waheed also reported that:

- A large piece of work was being undertaken in relation to neurodiversity to identify reasonable adjustments and guidance. Benchmarking with regional colleagues to investigate best practice was ongoing. Health surveillance work that had been paused at the beginning of the pandemic had now recommenced, with the backlog being tackled by Officers in Occupational Health and HR.
- A recruitment campaign for whole-time firefighters was currently in the interview stage. Two “have a go” events had been held in July; the recruitment vehicle had been used for the first time in support of these and had been well-received.
- The Service had also supported a two day Eid event in Luton, both virtually and in person.
- As previously mentioned, the Service had been shortlisted for three awards from the Asian Fire Service Association. The Chair and Vice-Chair would be attending the awards event on 25 November 2021. The Service had also been shortlisted for five Excellence in Fire awards, including the shortlisting of Chris Page as Young People Supporter of the Year.
- The Service was also currently updating its People Impact Assessments.
- The impact of the new guidance on immediate detriment was also being worked through as discussed earlier in the meeting.

Councillor Waheed referred to the MTA live event that had been held at RAF Henlow which she had attended with Councillors Choudhry and McVicar.

Area Commander J Tai, Head of Training & Assurance, reported on the tendering process for BA sets. He also explained that the training package for BA usage was being revised and instead of three separate courses, a new tactical firefighting course would be provided to improve firefighter safety.

Members would be provided with an opportunity to visit London Luton Airport. This had not yet been arranged.

The Authority was advised of the on-call passing out parade on 19 November 2021. All Members were invited to attend.

Digital and Data

Councillor Headley gave a presentation on digital and data, acknowledging that many of the topics that were going to be covered in the presentation, such as cyber security, had already been discussed.

Councillor Headley highlighted the following:

- The Digital and Data Strategy was going to be refreshed, with an updated Strategy being submitted to a future meeting of the Authority for approval.
- The Chief Fire Officer had been appointed as the National Fire Chief Council's Digital and Data Lead.
- The Service's data management arrangements had been updated and Councillor Headley expressed the view that good processes were now in place.
- An e-form had been developed on the Mobile Data Terminals to allow direct input into the system following Safe and Well visits.
- A Wi-Fi upgrade had been installed throughout the Service estate.

Councillor Headley reported on the Replacement Mobilising System project. This had gone live on 1 November 2021 with no major incidents. The Service was the first to implement a fully cloud-based system, using the ESCMP for dispatch and integrating with the Mobile Data Terminals (MDTs). Significant interest from the Home Office and others had been generated by this. A legacy system was being maintained as a backup for the first few months of the new RMS's operation.

RESOLVED:

That the updates be received.

21-22/FRA/55 Programme Board Update

Mr P Hughes, the Head of ICT and Programmes, submitted his report covering Quarter 2 of the 2021/22 financial year, detailing progress and status of the Service Strategic Programme and Projects to date. Of the 23 projects currently being reported on, 19 were RAG rated as green, 3 were rated as amber and 1 was being closed down.

The Head of ICT and Programmes highlighted the following:

- The RMS project had been shortlisted for an Excellence in Fire Service award.
- The E-signatures module of the HR and Payroll iTrent system was successfully implemented at the end of August 2021, reducing reliance on paper.
- Collaborative procurement was underway as part of the Station End Equipment Project, led by Devon and Somerset Fire and Rescue Service. The chosen supplier was currently being evaluated.
- The business management system had been procured and a project manager appointed.

In response to questions, the Head of ICT and Programmes provided an update on the three amber rated projects. The safe and well project had been moved from green to amber as there had been some issues arising from the e-form testing and potential license costs.

The fleet and asset management project was progressing, with good progress on asset tracking. Gaps in the fleet side of project had been identified and the Service was working with the supplier to implement a solution.

The final project related to the retained duty system. The whole project was being refreshed and the targets would then be re-scoped which could lead to the RAG rating being changed to green.

The Assistant Chief Fire Officer reported that a workshop had been held on 7 October 2021 to assist in the review of the retained duty system.

RESOLVED:

That the progress made on Strategic Programmes and Projects over Quarter 2 in 2021/22 be acknowledged.

21-22/FRA/56 Collaboration Update

The Chief Fire Officer advised the Authority that collaboration work was currently focused on three areas:

- The tri-service estates strategy: the new Police and Crime Commissioner had expressed his support to sign up to the principles previously agreed by the three emergency services. There was to be a renewed emphasis on progressing the joint workshops project. Local Authority Chief Executives had also expressed interest in a Bedfordshire wide estates strategy in future.
- Support of Covid-19 response: the Service had reached agreement with the Clinical Commissioning Group to provide staff for the vaccination centres. This would be provided on a full cost recovery basis.
- Support to East of England Ambulance Service: a meeting was being held between the Chief Executive of the Ambulance Service NHS Trust to ensure that the Service's support was put on a more sustainable footing now that Covid grant funding was no longer available to support these activities.

In response to questions about the ongoing impact of Covid and the need for vaccination programmes to continue, the Chief Fire Officer confirmed that, as the support to the vaccination programme was being provided on a full cost recovery basis, there was no time limit as to how long this support could continue.

The Service was currently undertaking a survey of its own staff regarding vaccination status, the outcomes of which would be considered by the Covid Recovery adaptation Group. There were currently no plans for a national vaccination mandate for fire and rescue service staff.

RESOLVED:

That the update be received.

21-22/FRA/57 Horizon Scanning Workshop Update

Mr S Frank, the Head of Strategic Support and Assurance provided an update following the Horizon Scanning Workshop that had taken place earlier in the year, where Members of the Authority, staff from the Service and stakeholders from partner organisations had met to develop priorities and feedback relating to the Service's Community Risk Management Plan (CRMP).

243 pieces of feedback had been received and these had been grouped into categories using Microsoft Planner. The findings would inform the next version of the CRMP and the associated action plans.

It was intended to hold similar workshops annually and the Head of Strategic Support and Assurance suggested that local authority managers be invited to future events.

In response to concerns raised about flooding and land management issues, the Head of Strategic Support and Assurance confirmed that these issues were being considered and the Service was working with its local partners and other fire and rescue services with similar flood profiles. This may lead to a different type of flood boat being purchased which would be safer and easier to manoeuvre in faster moving waters.

RESOLVED:

That the update be received.

21-22/FRA/58 Procurement Policy and Contract Procedures

The Assistant Chief Fire Officer presented her report providing an update on the progress of implementation and utilisation of the Procurement Policy and Contract Procedures which were presented to Members in November 2019.

A new Procurement Manager had been in post since August 2021 and was currently conducting a review of the procurement process, starting with investigating how to streamline and digitise procurement projects of less than £25,000, which had been delegated to the relevant managers to progress. The Procurement Team would still be responsible for undertaking larger procurement processes.

A virtual contracts register would be maintained to avoid duplication of contracts and facilitate any bulk purchases.

In response to comments from Members, the Assistant Chief Fire Officer confirmed that no changes would be made to the Procurement Policy which had been approved by the Authority in November 2019 without first being agreed by the Authority.

RESOLVED:

That the contents of the paper and the progress made on implementing the policy and procedure be acknowledged.

21-22/FRA/59 Work Programme

Members received the updated Work Programme.

The Chief Fire Officer advised that, in future, Member Development Days and budget workshops would also be included on the Work Programme.

Members were reminded that they were able to request items for inclusion in the Work Programme and any suggestions would be gratefully received.

The timings of the budget meetings were discussed. The Assistant Chief Officer stated that, although the settlement was not due before the end of December, a meeting earlier in the month was required to consider the draft budget and CRMP Action Plan for consultation.

An additional meeting had been arranged for 11 January 2022 following the settlement announcement at which any amendments could be made.

RESOLVED:

That the work programme be received.

21-22/FRA/60 HMICFRS Inspection Update

RESOLVED:

That, pursuant to Sections 100A(2) and 100A(4) of the Local Government Act 1972, the public be excluded from the discussion of the following item on the grounds that the matters to be discussed involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act (as amended):

Item

60. HMICFRS Inspection Update

The meeting ended at 12.45 pm

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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REPORT AUTHOR: COUNCILLOR J CHATTERLEY
SUBJECT: EXECUTIVE COMMITTEE

For further information on this Report contact: John Atkinson
Secretary/Monitoring Officer

Background Papers: None

Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New			

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To report on the meeting of the Executive Committee held on 30 November 2021.

RECOMMENDATIONS:

That the submitted non confidential minutes of the meeting held on 30 November 2021 be received; there were no recommendations to be considered.

1. Introduction

- 1.1 The draft non confidential minutes of the meeting of the Executive Committee held on 30 November 2021 are appended for Members' consideration.
- 1.2 The confidential minutes will be covered at the end of this meeting in part 2.

**COUNCILLOR JOHN CHATTERLEY
CHAIR**

**MINUTES OF EXECUTIVE COMMITTEE MEETING HELD AT FIRE AND RESCUE HEADQUARTERS ON 30 NOVEMBER 2021
AT 10AM**

Present: Councillors Y Waheed (Vice Chair in the Chair), K Choudhry and M Headley
CFO A Hopkinson and ACO G Chambers
Councillor J Chatterley, Mr J Atkinson, Ms S Fecondi and Mrs S Green were present via Teams

21-22/EC/25 Apologies

25.1 There were no apologies for absence.

21-22/EC/26 Declaration of Disclosable Pecuniary and Other Interests

26.1 There were no declarations of interests.

21-22/EC/27 Communications

27.1 The Chief Fire Officer referred to email communications he had circulated to Members regarding the updated position in relation to the application of immediate detriment. All Members present confirmed that they had received the communications.

21-22/EC/28 Minutes

RESOLVED:

That the Minutes of the meeting held on 7 September 2021 be confirmed as a true record, subject to the confidential version of the Minutes being recirculated to Members of the Executive and there being no issues with the confidential Minute arising.

21-22/EC/29 Public Participation

Members noted that no questions had been received in accordance with the public participation scheme approved at the meeting of the Fire and Rescue Authority held on 5 April 2000 (Minute 99/fa/94 refers).

21-22/EC/30 Portfolio Lead Update

- 30.1 Following the last meeting of the full Authority, at which Councillor Headley expressed the view that the Portfolio Lead Updates should be accompanied by a written report of some description, the Chief Fire Officer led a discussion on how to more effectively report on the Portfolio Lead areas.
- 30.2 As there would only be one or two areas reported on at any one Authority meeting, the view was expressed that any additional workload to produce a written report to be published with the agenda would not be onerous. The two page highlight report would be an ideal accompaniment to the presentation and allow other Members to prepare any questions they may wish to ask at the meeting. This highlight report will be circulated in advance of the meeting.

RESOLVED:

That a brief highlight report be submitted for the relevant Portfolio Lead updates at the full Fire and Rescue Authority meetings.

21-22/EC/31 Work Programme

- 31.1 The Executive received its updated work programme.
- 31.2 The Chief Fire Officer suggested that the Portfolio Lead Updates item did not need to be a standing item on the Executive agendas.
- 31.3 The view was expressed that the ongoing review of the Scheme of Delegation may lead to the identification of policies which should be submitted to the Executive for consideration.

RESOLVED:

That the Work Programme be received and the cyclical agenda items be noted, with the removal of Portfolio Lead updates as a standing item.

21-22/EC/32 Local Government Act 1972, Schedule 12A, Paragraphs 1, 2, 3, 4 and 5 of Part 1: Exclusion of the Public

RESOLVED:

That, pursuant to Sections 100A(2) and 100A(4) of the Local Government Act 1972, the public be excluded from the discussion of the following items on the grounds that the matters to be discussed involve the likely disclosure of exempt information as defined in Paragraphs 1, 2, 3, 4 and 5 of Part 1 of Schedule 12A to the Act (as amended):

Item

32.1 Home Office Immediate Detriment Guidance Update

33.1 Anonymous Complaint

The meeting ended at 11.11 am

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REPORT AUTHOR: COUNCILLOR DAVID MCVICAR
SUBJECT: PORTFOLIO LEAD UPDATE: ASSETS AND COLLABORATION

For further information: Chris Bigland Deputy Chief Fire Officer Alison Kibblewhite Assistant Chief Fire Officer
on this report contact:

Background Papers:

Implications (tick ✓):

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To present a Portfolio Lead update on Assets and Collaboration

RECOMMENDATION:

That Members receive the updates.

COUNCILLOR DAVID MCVICAR

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BFRS Portfolio Member Update: Asset Management & Collaboration

Member Portfolio Lead: Cllr McVicar

Assets:

Principal Officer Lead: ACFO Alison Kibblewhite

CMT Lead: Head of Training and Asset Management, AC Jason Tai

Collaboration:

Principal Officer Lead: DCFO Chris Bigland

CMT Lead: Head of Strategic Support and Assurance, Steve Frank



Asset Management



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Asset Tracking



Bedfordshire
Fire and Rescue Service



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Bedfordshire
Fire and Rescue Service

Assets & Collaboration

Assets

- Breathing Apparatus
- Fireground radios
- Cutting equipment
- Asset Management System
- New gas detectors
- Internal fitting of airwave radios & blue lights on vehicles
- Asset disposal to generate income
- Review of fleet strategy/alternative fuels

Collaboration

- E EAST
- Police
- CCG
- Local Resilience Forum
- Estates
- Fire to Fire



REPORT AUTHOR: ASSISTANT CHIEF OFFICER / FRA TREASURER

SUBJECT: 2021/22 REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING as at 31st October 2021

For further information on this Report contact: Gavin Chambers, ACO/FRA Treasurer

Background Papers: 2021/22 FRA Budget Setting Papers February 2021

Implications (tick ✓):

LEGAL			FINANCIAL	✓
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New	✓		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To inform the Fire and Rescue Authority of the forecast year-end budget monitoring position as at 31st October 2021.

RECOMMENDATIONS:

1. That the FRA consider and comment on the updates provided within this report.

Executive Highlights Summary

- The **CSR** review was announced in late November 2020 which led to a one-year settlement for 2021/22. The new CSR has taken place, it has been confirmed that this will be a 3 CSR however we await confirmation of the provisional 3 year settlement amounts this is due mid to late December.
- The cost relating to the 1.5% pay award for Fire Fighters has been built into the forecast in table 2.
- There is a potential pay award for Green Book staff which will be backdated to 1st April 2021, an offer of 1.75% was made by employers however this offer has been rejected and the unions will be balloting members on potential strike action. Should the 1.75% increase be agreed this would lead to an overspend of £108k in Non Operational areas, the cost for this has been built into the forecast in table 2.
- The service has been given a grant of £35.4k to fund additional costs relating to Sergeant/McCloud Fire Fighter Pension Age Discrimination admin costs. It is expected these costs will be incurred over a number of years and so any unused grant this year will be carried forward into future years.

1. Introduction

- 1.1 On 11 February 2021, the Fire and Rescue Authority (FRA) approved a Revenue Budget Requirement for 2021/22 of £31.773m and a Capital Programme of £1.038m.

2. Revenue Budget Monitoring

- 2.1 The Revenue Budget efficiency savings for 2021/22 can be found in Appendix 1. The budgets have been reduced for these areas and will be monitored during the year.
- 2.2 The funding of the 2021/22 Revenue Budget is by way of Government Funding £8.057, local Business Rates redistribution £2.405m and Council Tax of £22.193m and the use of the collection fund reserve of £254k. These are offset by a Collection Fund deficit of £1.136m which has been reported by our Local Authority partners.

2.3 Forecasting Outturn:

2.3.1 Tables 1 and 2 below are populated during the year in line with the spreadsheet returns that Corporate Management Team (CMT) members submit to the Finance Team and through the meetings that Finance Officers have with CMT members. The forecast outturn positions are as accurate as the information received from each CMT member.

2.3.2 Table 1 below details the current budget excluding salary budgets, for each CMT service area. The forecast year-end outturn is shown in column three.

2.3.3 Table 1: 2021/22 Revenue Budget Forecast Outturn (excluding salary budgets)

Title	Current Budget £	YTD Actuals	F/cast Yr-End Outturn £	Variance £	RAG status (see note below**)
Strategic Management	249,100	56,129	249,100	0	Green
Assistant Chief Officer	2,443,500	(366,114)	2,206,500	(237,000)	Green
Head of Response	906,300	348,061	840,300	(66,000)	Green
Head of Training and Assurance	502,000	257,789	502,000	0	Green
Head of Governance and Asset Management	682,600	510,245	717,600	35,000	Green
Head of Prevention and Protection	112,300	(297,269)	112,300	0	Green
Head of Information Communications Technology	2,219,500	160,871	2,269,500	50,000	Green
Head of Human Resources	242,800	78,853	242,800	0	Green
Total	7,358,100	748,565	7,140,100	(218,000)	

***RAG Status: Red would identify where there is a large overspend equal to or greater than £100,000 and/or a key service aspect was not being delivered. Amber would identify where there is a possibility of an overspend and/or a key service aspect may not be delivered. It may be that there are action plans in place to address an issue, where until they are successful it is flagged as Amber. Green identifies where service delivery is being performed and as above, where there are*

underspends. Underspends are not necessarily always green, if for example, there was a key service aspect not being delivered causing the underspend, it would be shown as Red.

2.3.4 The variances shown in Table 1 above as at 31st October 2021 are;

The (£237k) underspend within the ACO area is the result of an exercise, which was undertaken by the property department in conjunction with an external company to review the Business Rates paid on stations across the service. The result of this work is that for most fire stations across the service the business rates between 2017 and 2021 were calculated / valued incorrectly which will lead to a refund in the region of (£220k). It is recommended that this income be allocated to the Transformation reserve at year-end. A further underspend of Audit fees relating to previous years is expected to achieve a saving of £20k this is due to Public Sector Auditor Appointments (PSSA) reviewing the proposed charges from Ernst and Young (EY). A grant from Central Government in response to the expected rise in audit fees has been awarded to all qualifying public sector bodies in 2021/22, the share given to the authority is (£12k). These underspends are offset by £15k relating to the underachievement of income on investments due to the continuing low interest rates available worldwide, the finance team is investigating the use of money market funds in order to achieve better rates than are currently available on fixed term deposits.

The underspend (£66k) within the HRes area relates to the reduction in rates (£76k) due to be paid in 2021/22 as a result of the exercise undertaken by property and an external company. (see above) This is offset by a forecast under achievement of income at Dunstable Community Centre of £10k due to underuse as a result of the ongoing Covid19 situation.

Head of Governance and Asset Management is currently forecasting an overspend of £35k relating to unbudgeted expenditure on water rescue PPE which needed replacing, at this stage it is unclear if it will be possible to offset this against sales of assets.

In 2020/21 the Home Office overpaid the Firelink Grant to all Fire and Rescue Services, a £15k overspend in HICT is the BFRS proportion of this grant which will be removed from the 2021/22 allocation in order to repay this overpayment. There is a further overspend of £35k expected at year end as a result of the ICT shared services team recharge from Cambridge FRS due to the split of work between the two services.

2.3.5 The current year to date (YTD) spend as at 31 October 2021 in table 1 looks low in a number of areas, the reasons for this are highlighted below;

Strategic Management - includes a Strategic Development/Innovation budget of £250k where this is to fund strategic projects across the Service which is yet to be apportioned to the different projects. To date £60k has been moved to the areas successful in bidding for this funding.

Assistant Chief Officer - includes £1.3m of year-end adjustments for contributions to capital, loan principal and interest, also the income received from our local authority partners which is received over 11 months so not equally apportioned across the financial year. Overall, these variances will be £0 at year-end.

Head of Response – A exercise was undertaken by the property department in conjunction with an external company to review the Business Rates paid on stations across the service, this has led to the a reduction in rates for the fire stations across the service. Further to this lower than expected spend to date in table 1 above also includes a year-end accrual for cross border charges which is yet to be received for £30k, Ballistic kit refresh which is yet to be spent £77k.

Head of Training and Assurance budgets above include training budgets where we are currently showing variance of £70k underspend against budget however this is expected these budgets will show £0 variance at year end with any unspent budgets earmarked into 2022/23.

Within the Head of Prevention and Protection there are currently YTD underspend variances to budgets as a result of Dementia income from our local authority partners, this is offset by spend on salaries (70k). There is also unbudgeted income of £227k for Building Risk review and the Protection uplift, it is expected that that these budgets will be £0 variances at year end with any unspent budgets earmarked into 2022/23.

Head of Information Communications Technology spend to date looks low due to the timing of contracts within this area for Hardware, Software and telecommunications compared to the budget which is spread equally over the year, these variances will be £0 at year end. Also within this area is an Earmarked Reserve for the new Mobilisation system (£970k) which is due to be spent over a number of years and any unspent budgets will be earmarked into 2022/23.

2.3.6 With the salary budgets being such a large proportion of the overall budget, the split from the budgets above is justified.

Table 2: 2021/22 Salary (including on-costs) Budget Forecast Outturn

Category	Current Budget £	YTD Actuals £	Forecast outturn including unbugeted pay award £	Variance £ pay award	Other Variances £	Revised Year End outturn £	Final Outturn variance £
Whole Time	15,425,600	8,875,845	15,577,600	152,000	(150,000)	15,427,600	2,000
Control	1,063,200	654,139	1,075,200	12,000	0	1,075,200	12,000
Retained	2,289,800	1,325,420	2,319,800	30,000	(10,000)	2,309,800	20,000
Non operational	6,476,800	3,752,477	6,584,800	108,000	(94,800)	6,490,000	13,200
Agency	223,200	153,230	223,200	0	0	223,200	0
Grand Total	25,478,600	14,761,111	25,780,600	302,000	(254,800)	25,525,800	47,200

2.3.7 It was agreed at the FRA on 15th July 2021 to draw down funds from the earmarked reserve that has been set up for agreed and potential pay awards in order to offset the unbudgeted in-year pay award for Operational staff £194k. It is proposed to treat the Green Book pay award the same way, this is yet to be agreed however the costs £108k has been built into the forecast in the above table.

2.3.8 The underspend forecast within the whole time category in the table above (£150k) is due to the difference between retirements and recruitment across the service. Work will be ongoing over the next few months between Head of Operational response and finance to update the forecast should anything change and members will be kept up to date with any changes to the forecast.

2.3.9 Work recently has been undertaken by the new Head of Response and finance regarding the year to date spend on Retained Fire Fighters, it is currently forecast that there will be small variance of £10k by the year-end. Members will be kept updated with regard to this area once the actual number of recruits and start dates are known following the recent recruitment campaign.

2.3.10 The figure for Non-operational staff above includes the projected pay award of £108k which is then offset by a number of vacancies across the service including; (£38k) within the CMT secretariat area, a further (£14k) relates to a vacancy within

the Equality and Diversity team, (£35k) apprentice vacancies within the workshops area and a further (£8k) within the admin team in training and development area.

2.4 **Total Forecast Outturn, Salary and Non Salary:**

- 2.4.1 The total forecast variance at year end including both the non-salary figure in Table 1 above and for pay and on costs, including agency staff shown in Table 2, is currently expected to be £170.8k underspent after reserves funding.
- 2.4.2 The full year cost of the pay award for operation staff will be £260k, this will be built into the base budget for 2022/23 as part of the budget setting process. Should there be a pay award for non-operational staff agreed further in the year (£108k) then this will also be included in the base budget for the 2022/23 budget setting process.

3. Capital Programme Monitoring

- 3.1 Table 3 below is the 2021/22 Capital Programme. The Red, Amber, Green (RAG) status indicates how well the schemes are progressing (Green being on target for year-end completion within budget; Amber indicating possible slippage or overspend; and Red indicating actual slippage/overspend or deletion of the scheme).
- 3.2 It should be noted that the Vehicles, ICT and HR System Projects and Property Capital Works Programmes need to be treated with fluidity as the costs and expected completion dates can vary considerably and span across financial years. However, in accordance with the financial regulations, any significant changes of expenditure over 10% of an approved capital scheme need to be reported back to the FRA.

3.3 Table 3: The 2021/22 Capital Programme

CMT Area	Bedfordshire Fire and Rescue Authority Capital Programme	Budgets 2021/22 £000's	RAG Status
HGAM	Fleet: Vehicles	85	G
	BA Set, Cylinders and Ancillaries	450	Slip into 2022/23
	RP Portable Lighting	50	G
	Methods of Entry Kit	25	G
	Fire Ground Radio	112	G
ICT ICT	ICT Projects: a. Migration from Unified Comms on premise to Microsoft Teams Cloud	80	G
	b. Endpoint Refresh with Desktop & Laptop Deployment	84	G
ACO ACO	Other: Capital Works - Service Wide (lighting replacements, CCTV, fire protection, doors & windows, security gates, etc) - All locations	52	G
	Bay Floor replacements (Bedford, Biggleswade, Potton, Shefford, Toddington)	65	G
HHR	Fitness Equipment Expenditure	5	G
HGAM	Compressors - Dunstable and Bedford	30	G
	TOTAL	1,038	

3.4 Capital Programme – Withdrawals, Slippage, Additions or Variations:

3.4.1 **Slippage:** Further to the agreement on 15th July 2021 by the FRA to the proposal by the Head of Governance and Assets Manager (HGAM) request that the BA Set, Cylinders and Ancillaries be slipped into 2022/23. Work is underway to deliver this part of the project and the service has explored the opportunity to procure under a Devon and Somerset Framework as part of a technical refresh (part replacement of key components) for the Breathing Apparatus sets. Due to delays in the framework being released, this option is not currently available and as a result the service is progressing with a conducting a formal mini tender. This will include the introduction of telemetry and digital gauges to ensure that the replacement BA sets are future proofed and maximise Firefighter safety. The service will be looking at resources required to complete the mini tender, and utilising the framework once this is released formally.

3.4.2 **Additions:** None Report.

3.4.3 **Variations:** None Report

ANDREW HOPKINSON
CHIEF FIRE OFFICER

GAVIN CHAMBERS
ASSISTANT CHIEF OFFICER / FRA TREASURER

Savings and Efficiencies 2021/22

CMT Area	Savings/Efficiencies	£'000s 2021/22	RAG Status
ACO	Income from Property Rents & Collaboration	5	Green
ACO	Energy Management Savings (Insulation & works following bid for grant)	5	Green
CFO	Change of 4th Area Commander post to Green Book Head of Service (subject to natural turnover)	15	Green
CFO	Team review/restructure	13	Green
CFO	Efficiencies from Operational Review	64	Green
HGAM	Income from Workshops Non business Activity	25	Green
HRes	Post sharing - work on Fire Investigation ISO17020 project (part time post shared with Cambs & Herts FRS)	10	Green
ICT	Freedom of Information and Customer Complaints software	6	Amber
ICT	Corporate Telephony	20	Green
ICT	Saving from cessation of software, linked with new purchase of GIS and Data modelling solution	18	Amber
		181	

The Freedom of Information and Customer Complaints software saving (£10k) has been rated amber by HICT as working is ongoing with the software provider to develop the new software and it is unclear if this work will be complete by the year-end.

Saving from cessation of software, linked with new purchase of GIS and Data modelling solution saving (£18k) has been rated amber by HICT, this project is at the procurement stage and it is currently unknown when this process will be complete.

*** NB - All Savings have been removed from 2021-22 Base Budget**

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: PERFORMANCE REPORT QUARTER 2 (2021-22) (April 2021 to September 2021)

For further information on this report contact: Paul Hughes
Head of ICT & Programmes
Tel No: 01234 84 5015

Background Papers:

Implications (tick ✓):

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To present a summary of organisational performance at the end of the second quarter of the financial year.

RECOMMENDATIONS:

That Members:

1. Consider the Service's performance against the delivery of the Authority's Community Risk Management Plan (CRMP) at the end of Quarter 2 and consider any issues arising.
-

1. Background

- 1.1. Both operational and corporate performance is monitored and managed internally via the regular Corporate Management Team (CMT) meeting.
- 1.2. The Key Performance Indicators (KPI) and targets included within the report reflect those established as part of the Authority's 2021/22 planning cycle, and in support of the strategic aims set out in the Authority's Community Risk Management Plan 2019-2023 (CRMP):
 - Section 3-5: Prevention, Protection and Response (Service Delivery);
 - Section 6: Utilising and Maximising (Corporate Services);
 - Section 7: Empowering (Human Resources)
- 1.3. One of the strategic priorities set out in the CRMP is to enable better access to data and performance insight as doing so will help empower staff to greater ownership for delivering performance improvements at a local level. To support this strategic priority, the Service is undertaking a comprehensive review of how it captures and utilises the broad range of risk and performance data available.
- 1.4. This report contains a revised and expanded set of Service Delivery KPIs that are aligned to the service delivery aims of the CRMP, namely Prevention, Protection and Response. These KPIs are drawn from a greatly expanded set of over 220 KPIs

measuring both output and outcome performance across the Prevention, Protection and Response areas of the Service. They have been devised to give a Service level view of performance but also allow 'drill-down' to local levels and, where applicable, they are aligned to the measures used by the Home Office and Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) to benchmark performance between other fire and rescue services.

- 1.5. It is likely that this performance report will continue to evolve during the next year as work continues to expand the technical capabilities of the Business Information Team and increase the breadth and availability of risk and performance information.
 - 1.6. Performance data is collected from the Incident Recording System (IRS) and internal databases such as iTrent, Protection and Safe and Well databases. For a variety of reasons some records take longer than others to upload to the IRS and other databases and therefore totals are constantly being amended (by relatively small numbers). The performance report therefore represents a 'snapshot' based upon the best information available at the point in time this report was prepared.
2. Performance Reporting by Exception
- 2.1. The following sections of the report present an overview of performance in key areas of the Service, providing explanatory narrative on specific operational and corporate indicators where performance was notably strong or where additional work is required to secure improvement.
 - 2.2. Service Delivery performance is presented from 3 perspectives:
 - Comparison against the annual target levels;
 - Comparison with performance at the same point last year;
 - Comparison with the 5-year average.

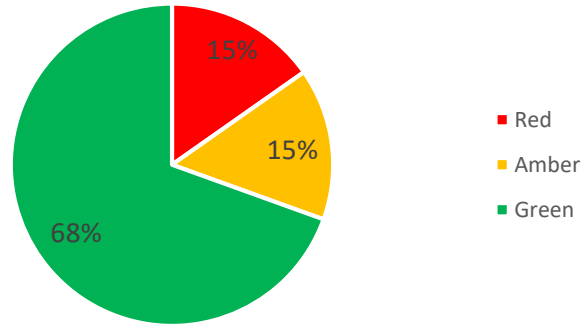
2.3. The status of each measure is noted using the following key:

Colour Code	Exception Report	Status
GREEN	n/a	Met or surpassed target
AMBER	Required	Missed but within 10% of target
RED	Required	Missed target by greater than 10%

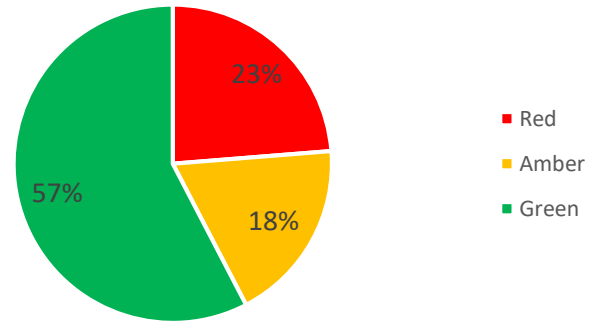
Note: It should be noted that all targets are represented as 100% of the target for that period and the actual as a percentage of that target.

Management Summary

1. Breakdown of Performance Achievement Against Current Target



2. Breakdown of Performance Achievement Against Previous Year





PREVENTION

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Total number of primary fires	Down	381	461	-17.35%	387	-1.55%	502.60	-24.19%
Number of (primary) fire fatalities	Down	1	2	-50.00%	1	0.00%	1	0.00%
Number of (primary) fire injuries where victim went to hospital	Down	16	14.5	10.34%	16	0.00%	11.20	42.86%
No. of Deliberate (Arson) Fires	Down	323	354.5	-8.89%	282	14.50%	460.80	-29.90%
Total number of primary fires - dwellings - accidental	Down	122	165	-26.06%	151	-19.20%	176	-30.68%
Total number of primary fires - dwellings - deliberate	Down	13	15	-13.33%	15	-13.33%	17.20	-24.42%
Total number of primary fires - other buildings - deliberate	Down	22	22.5	-2.22%	21	4.76%	25	-12.00%
Number of delivered Safe and Well visits	Up	4772	5000	-4.56%	2017	136.59%	2184	118.50%
Total number of secondary fires	Down	489	461.5	5.96%	653	-25.11%	607.80	-19.55%

Prevention Commentary:**Primary Fires**

The number of primary fires is 17.35% better than target and 24.19% lower than the five-year average. Performance is similar to the same quarter last year. The good performance this year is mainly due to a significant reduction in the number of dwelling fires attended.

Number of (primary) fire fatalities

There have been no fire fatalities recorded in this quarter. There was a fire fatality in Q1 which was commented on in the Q1 performance report.

Number of (primary) fire injuries where victim went to hospital

This quarter there have been 6 fire injuries where the victim went to hospital, bringing the total for Q1-Q2 to 16 which is 10.34% worse than target. Of the six injuries one was deemed to be serious (requiring in-patient treatment) and the other five deemed to be injuries likely to require outpatient treatment. These injuries arose from six fires (all accidental) consisting of five dwelling fires and one outdoor fire involving a barbeque. Four of the fires and injuries arose from cooking activity. Cooking activity continues to cause a proportion of dwelling fires and injuries and the Service regularly emphasises cooking safety during Safe and Well visits and media messaging.

Number of delivered Safe and Well visits

The target for safe and well visits has been narrowly missed by 4.56%. However, despite not quite meeting the target, numbers so far are more than double those for the same period last year and the five-year average. Some of the opportunities to gain referrals presented by FRS presence at vaccination centres have reduced and we have seen a decline in numbers of referrals via the online portal. The prevention team is actively engaging with other agencies at work in the community to encourage them to make referrals for vulnerable households they encounter. The prevention team is also going to be delivering training to teams from other agencies enable to them to identify fire risk and make referrals and to deliver safe and well visits in the community.

Total number of secondary fires

The target for secondary fires has been narrowly missed by 5.96%. However, secondary fires show a strong seasonal trend, with 69% of all secondary fires over the last 5 years occurring in Q1+Q2. When this seasonal trend is considered, performance

projection is actually significantly better than whole year target. This can be appreciated by comparing this Q1+Q2 total against the same period last year and the five-year average.



PROTECTION

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
% of Building Regulations consultations completed on time	Up	75%	95%	-21.05%	98%	-23.46%	95%	-21.05
Total Fire Safety Audits/inspections completed	Up	1554	1200	29.50%	640	142.81%	857.4	81.25%
Total number of primary fires in non-domestic buildings	Down	54	62	-12.90%	47	14.89%	80	-32.50%
The number of automatic fire detector false alarms in non-domestic properties	Down	357	275	29.82%	298	19.80%	194.00	84.02%

Protection Commentary:**% of Building Regulations consultations completed on time**

Out of the 230 Building Consultations 58 were not responded to within the 15-day period providing a compliance level of 75%. There is an ongoing shortage of qualified Fire Safety Inspectors within the protection team as a result of high staff turnover due to a high number of retirements and leavers and the time it takes to develop new staff. A number of complex consultations have also been received simultaneously, for example including a single site where several tall buildings were being built where the consultations were all received at the same time. To respond to these pressures the service continually reviews internal management processes and the need for each technical role type. Adverts will be released shortly to fill vacancies.

Total number of primary fires in non-domestic buildings

The target has been met for the number of primary fires in non-domestic buildings. The total for Q2 this year is higher than the previous year, however, national lockdown was in place in Q2 of the previous year with many premises closed. This is likely to have been a factor in the lower number of fires last year.

The number of automatic fire detector (AFD) false alarms in non-domestic properties

The target has been missed by 29.82%. The single largest category of premises types is retirement/care homes (15%), followed by warehouse premises, (9%) schools (9%) and hospitals (8%). The South Wing Hospital Bedford had the largest number of false alarms with 15 false alarms followed by the L&D Hospital Luton at 13 false alarms (these are both large sites). Around 60% of the total is from a single false alarm attendance to a building. The Service aims to reduce attendance to this type of false alarm through call handling. There is no automatic attendance made to calls originating from AFD alarms during office hours in lower risk premises - there is questioning by Control staff as to the cause of the alarm before a decision is taken to mobilise resources. The protection team also takes action on any individual premises identified as having unacceptably high levels of fire alarm system related false alarms. Further analysis is being undertaken to try to understand why the number of attendances to AFD false alarms appears to be rising and how this might be reduced.



RESPONSE

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Total Emergency Calls received	Down	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Total Incidents	Down	3399	n/a	n/a	3205	6.05%	3312.2	2.62%
Total Fires	Down	876	n/a	n/a	1049	-16.49%	1210.8	-27.65%
Total Special Services	Down	1144	n/a	n/a	836	36.84%	781.2	46.44%
Total False Alarms attended	Down	1379	n/a	n/a	1320	4.47%	1320.2	4.45%
% of emergency calls answered within 7 seconds	Up	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Average Call Handling Time (Bedfordshire incidents (Sec))	Down	127.33	60	112.22%	139.50	-8.72%	154	-17.32%
Average response time to primary fires (Sec)	Down	594.96	600	-0.84%	587	1.32%	615	-3.26%
Average response time to secondary fires (Sec)	Down	626.80	1200	-47.77%	625	0.28%	626	0.17%
Average response time to RTCs (Sec)	Down	659.04	780	-15.51%	639.95	2.98%	648.79	1.58%
RDS availability of 1st pump - primary available or alternate available	Up	58%	90%	-35.45%	74.09%	-21.58%	70.00%	-17.01%
% of time whole-time global crewing availability enabled 9 riders on 2 pump responses	Up	48.2%	90%	-46.42%	72.36%	-33.36%	61.12%	-21.11%
The % of occasions global wholetime crewing met minimum level	Up	96.4%	n/a	n/a	99.73%	n/a	99.56%	n/a

Response Commentary:

- **Total Incidents-** Remain broadly comparable with the same period last year, there is not a significant variance from the 5 year average. Incident demand is however linked to appliance availability
- **Total Special Services-** There has yet again been an increase in these types of calls, this was expected as we have worked with partners to widen the types of call we respond to. These include, affecting entry, Missing Persons, Bariatric rescue, Co-responding and a Falls team. We have trained 22 Firefighters to Co-respond with another 14 planned. This may bring our Co-responding stations to 5. However, talks continue with EEAST to put the schemes on a more stable footing.
- **Average Call Handling Time (Bedfordshire incidents (Sec))** We successfully went live with our new mobilising system, there are many advantages over the old system. However, statistically it is too soon to measure the impact in this report.
- **RDS availability of 1st pump - primary available or alternate available –** Recruitment and retention continue to be a challenge in the On-Call, a new project will commence this year to look at new innovative ways of managing the On-Call workforce.
- **% of time whole-time global crewing availability enabled 9 riders on 2 pump responses-** The whole-time global crewing has been affected this quarter by several factors including, extra annual leave to be taken after a carry-over of annual leave and people shielding or isolating. We have advertised for whole-time transferee including HGV drivers, a recruits course of 10 new apprentice Firefighters and we have extended fixed term contracts for day crew Firefighters at Leighton Buzzard. Borough Commanders are looking at a range of options including more flexible crewing models between whole-time and On-Call.



EMPOWERING - Human Resources

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
The percentage of working time lost due to sickness (excludes RDS/On-Call)	Down	1.75%	4.4%	-60.23%	3.00%	-41.67%	3.84%	-54.47%
The percentage of the RDS/On-Call workforce with 4 or more incidences of sickness in a 12 month period	Down	0.00%	5.0%	-100.00%	3.53%	-100.00%	3.63%	-100.00%

Empowering – Human Resources Commentary:

- Both measures on target



EMPOWERING - Organisational Development

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Percentage of station based operational BA wearers that have attended an assessed BA course within the last 2 years	Up	98%	98%	0.00%	90%	8.89%	97%	0.62%
Percentage of EFAD qualified LGV drivers that have attended an EFAD course within the last 3 years	Up	98%	98%	0.00%	93%	5.38%	98%	-0.41%
Percentage of station based operational staff that have attended WFR course within the last 3 years	Up	97%	98%	-1.02%	87%	11.49%	97%	0.41%
Percentage of station based operational BA wearers that have attended Compartment Fire Behaviour course within the last 2 years	Up	96%	98%	-2.04%	74%	29.73%	94%	2.35%
Percentage of watches/sections at BFRS stations that have at least 60% of operational personnel qualified in Trauma Care	Up	78%	98%	-20.41%	78%	0.00%	93%	-15.72%
Percentage of station based operational staff that have attended a Working at Height Operator or Supervisor Revalidation course within the last 3 years	Up	90%	98%	-8.16%	76%	18.42%	94%	-4.05%
Percentage of Flexible Duty Officers that have attended an Incident Command Assessment within the required frequency for their role	Up	100%	98%	2.04%	79%	26.58%	95%	5.26%

Percentage of Safety Critical Maintenance training programmes completed by Whole-time Operational Personnel via PDR Pro within the last 12 months	Up	94%	92%	2.17%	93%	1.08%	94%	0.43%
Percentage of Safety Critical Maintenance training programmes completed by RDS/ On-Call Operational Personnel via PDR Pro within the last 12 months	Up	87%	90%	-3.33%	86%	1.16%	87%	0.00%
Percentage of Safety Critical Maintenance training programmes completed by Control Personnel/WM Control via PDR Pro within the last 12 months.	Up	91%	90%	1.11%	83%	9.64%	89%	2.02%
Percentage of Safety Critical Maintenance training programmes completed by Senior Management roles (SC to SOC) via PDR Pro within the last 12 months.	Up	92%	92%	0.00%	94%	-2.13%	94%	-1.71%
Percentage of Safety Critical Maintenance training programme completed by Watch Commander - Day Duty via PDR Pro within last 12 months	Up	92%	92%	0.00%	92%	0.00%	94%	-1.60%

Empowering - Organisational Development Commentary:**Commentary:**

The Service continues to manage the impact on training due to the pandemic, centrally delivered safety critical training continues to be delivered using Covid secure protocols, which are required to protect our frontline response.

Despite the requirement for the Service to implement Covid secure restrictions a total of 223 training courses have been recorded on the course management system during Q2 of 21/22.

The Training and Development department has been impacted by both instructional staff and students requiring to self-isolate across Q2, with 2 Service instructors testing positive for Covid-19 in this period.

The priority for Training and Development in 2021/22 remains focusing on reaching the levels of training and assessments carried out in previous years.

T3 - Percentage of station based operational staff that have attended a Water First Responder or Water Technician course within the last three years

1 water course had to be cancelled in Q2 due to Covid-19 impacting crewing and as a result target was missed by 1%.

T4 - Percentage of operational BA wearers (station based) that have attended Compartment Fire Behaviour course within the last two years

Performance against this target has been missed by 2%, two Compartment Fire Behaviour courses were cancelled in Q2 due to the training host (London Luton Airport) being unable to facilitate the course at short notice.

T5 - Percentage of station based operational Emergency Care for Fire and Rescue trained personnel that have attended a requalification course within the last three years.

Emergency care courses resumed in Q1 following a suspension due to the national lockdown. Due to the practical nature of the course requiring close physical contact, courses have only been able to resume at 50% of the normal class size currently. As a result a 6% improvement has been made on the previous quarter.

T6 - Percentage of station based operational Working at Height Operators that have attended a Working at Height recertification assessment within the last three years.

Performance against this target has improved by 3% from the previous quarter.

One Working at Height course had to be cancelled in Q2 due to Covid-19 impacting instructional staff.

T8b - Percentage of Safety Critical Maintenance training programmes completed by On-Call Operational Personnel via PDR Pro within the last 12 months.

Whilst the target has been missed, this is historically a stretch target, and Training and Development are providing ongoing support to the on-call sections that are not achieving targets for their individual stations. There has been an improvement on the previous quarter by 3%.

T8c - Percentage of Safety Critical Maintenance training programmes completed by Control Personnel via PDR Pro within the last 12 months.

This target has seen a decline against the previous quarter and Training and Development team are liaising with Control Station Manager to address the reasons for this. Control personnel have been busy implementing the new mobilising system and this may have resulted in the slight drop of the KPI performance.



EMPOWERING - Health & Safety

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Number of serious accidents (over 28 days) per 1000 employees	Down	3.80	1.89	101.27%	1.87	102.94%	1.14	234.41%
Number of working days/shifts lost to accidents per 1000 employees (excluding RDS//On-Call employees)	Down	253.34	145.575	74.03%	196.66	28.82%	101.95	148.49%
Number of 24 hour cover periods lost to accidents per 1000 RDS/On-Call employees.	Down	2419.38	351.81	587.69%	2350.45	2.93%	512.98	371.63%

Empowering – Health and Safety Commentary:

- **H1 Number of Serious Accidents**

The quarter 2 actual figure of 3.80 equates to two over 28 day injuries. This involved an On-Call firefighter who while taking part in confined ladder pitch training during quarter 1, injured his wrist resulting in a fracture and an On-Call firefighter who suffered a fall during Station BA training.

- **H2 Number of working days/shifts lost to accidents per 1000 employees (excluding On Call (RDS) employees).**

The quarter 2 actual figure of 253.34 is due to an additional 54 working days/shifts lost in that period. 10 of these days were as a result of 5 workplace accidents in quarter 2 within this category. The remaining additional 44 days are attributed to one knee injury which occurred in March 2021. The injury occurred whilst a firefighter was walking on the incident ground and felt a sudden pain in their left knee. The injured person has yet to return to work.

- **H3 Number of 24 hour cover periods lost to accidents per 1000 On Call (RDS) employees.**

The quarter 2 actual figure of 2419.38 is due to an additional 112.85 cover periods lost during this period as a result of 4 workplace injuries. Two of these workplace accidents occurred in quarter 2 within this category resulting in 13.55 cover periods lost. The remaining 99.30 were associated with an injury in quarter 1 caused during a ladder drill and an injury sustained during hot fire training in October 2019. This injury has resulted in long term sickness since the event took place and the individual remains absent.



UTILISING - Fleet

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Grade A Defect Response Time (within 1 hour)	Up	95.32%	90%	5.91%	95.45%	-0.14%	91.76%	3.88%
Grade A Defect Response Time (within 2 hours)	Up	95.32%	95%	0.33%	100.00%	-4.68%	98.84%	-3.56%
The percentage of time when Rescue Pumping Appliances were unavailable for operational use due to an annual service, defect or other works. (Turnaround Time)	Down	1.96%	5%	-60.89%	1.71%	14.54%	2.32%	-15.74%
The percentage of time when Aerial Appliances and SRU were unavailable for operational use due to an annual service defect or other works. (Turnaround Time)	Down	3.13%	5%	-37.44%	2.93%	6.92%	2.69%	16.42%
The percentage of time when other operational appliances were unavailable for operational use due to an annual service, defect or other works. (Turnaround Time)	Down	0.39%	3%	-86.85%	0.26%	49.95%	0.43%	-8.98%
The number of hours as a percentage the appliance is unavailable for operational response in the reporting period, other than for the time measured under the turn-a-round time. (Idle time)	Down	1.09%	2%	-45.65%	1.04%	4.24%	1.07%	1.88%

The total time expressed as a % when ALL Appliances were available for operational use after the turn-a-round time and idle time are removed from the total time in the reporting period	Up	97.76%	93%	5.12%	98.13%	-0.38%	97.62%	0.15%
Annual Services undertaken	Up	100.00%	97%	3.09%	100.00%	0.00%	100.00%	0.00%

Utilising – Fleet Commentary:
All measures are on target



MAXIMIZING - Finance

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Percentage of routine financial reports distributed within 6 working days of period-end closure	Up	100.00%	90%	11.11%	100.00%	0.00%	100.00%	0.00%
Percentage of uncontested invoices paid within 30 days	Up	91.95%	96%	-4.21%	90.88%	1.18%	94.55%	-2.74%
Percentage of outstanding debt over 90 days old	Down	0.93%	1.5%	-38.33%	5.98%	-84.52%	4.78%	-80.63%

Finance Year end Measures (these measures are reported later in the year due to the yearend closure of accounts process)

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
Percentage of annual planned efficiency savings achieved by year end	Up	100%	100%	0.00%	87%	14.94%	93.14%	7.37%
Return on investment	Up	0.70%	1%	-22.22%	1.13%	-38.05%	0.90%	-22.57%

Maximising – Finance Commentary :

- **Percentage of uncontested invoices paid within 30 days** Measure is amber due to the many invoices still being received without a valid purchase order in place, and delays in managers authorizing invoices for payments.
- **Return on investment** - despite active treasury management as a result of the continued low Bank interest rates the rates available for investments continues to be below the budgeted rates.



MAXIMIZING - Information and Communication Technology

Performance Indicator	Objective	2021/22 Q2 Actual	2021/22 Q2 Target	Actual v Target	2020/21 Q2 Actual	Actual vs Previous Year	5 year average	Actual v 5 year Average
The Number of Incidents on Mission Critical services resolved within 1 Hour	Up	100.00%	95%	5.26%	100.00%	0.00%	96.60%	3.52%
The Number of Incidents on Business Critical services resolved within 2 Hours	Up	100.00%	97%	3.09%	100.00%	0.00%	100.00%	0.00%
The Number of Incidents on Business Operational services resolved within 4 Hours	Up	100.00%	95%	5.26%	100.00%	0.00%	99.00%	1.01%
The Number of Incidents on Administration Services resolved within 8 Hour	Up	94.00%	93%	1.08%	88.28%	6.48%	92.83%	1.26%
Core ICT services availability	Up	100.00%	98%	2.04%	100.00%	0.00%	100.00%	0.00%
Business Applications Availability	Up	100.00%	98%	2.04%	100.00%	0.00%	99.88%	0.12%

Maximising ICT Commentary:

- Core ICT services availability All metrics on target

ANDREW HOPKINSON
CHIEF FIRE OFFICER

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REPORT AUTHOR: SARAH FECONDI

SUBJECT: PUBLIC SECTOR EQUALITY DUTY REPORT

For further information on this Report contact: Sandy Zavery, EDI Manager / Sarah Fecondi, Head of Human Resources

Background Papers: None

Implications (tick ✓):

LEGAL		✓	FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	✓
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New			

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To provide Fire and Rescue Authority Members with the Public Sector Equality Duty Report (2020/21) for Members' consideration.

RECOMMENDATION:

That the submitted report be approved for publication.

1 Introduction

- 1.1 In accordance with the Public Sector Equality Duty (PSED), the Service has produced the statutory annual report for the period 2020/21 as required by public authorities.
- 1.2 The specific duties under PSED are not prescriptive but require authorities to share information relating to people with protected characteristics with due regard to:
- eliminate discrimination, harassment, victimization, and any other conduct that is prohibited under the Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The information must be published in a manner that is accessible to the public. As per previous years the document will be available on the Service's website.

- 1.3 The report, provides an overview of our equality and diversity employment monitoring data as at 31 March 2021. It covers age, gender, ethnicity, starters and leavers, recruitment, grievances, family leave and the gender pay gap. A workforce profile broken down by protected characteristics is provided in Appendix 1. The data relates only to those who are directly employed by Bedfordshire Fire and Rescue Service, it excludes agency staff.

2. Implications

- 2.1 The information contained in this report informs the focus of our activities to improve our diversity and demonstrate our continued commitment to furthering the equality and diversity agenda within the Service.
- 2.2 The Annual PSED Report constitutes part of our on-going dialogue for demonstrating compliance against the Public Sector Equality Duty and may be used to evidence our journey to date.

SARAH FECONDI
HEAD OF HUMAN RESOURCES

PUBLIC SECTOR EQUALITY DUTY

9th Annual Report
2020 – 2021



Bedfordshire
Fire & Rescue Service



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EXECUTIVE SUMMARY

Bedfordshire Fire and Rescue Service is committed to delivering the best Fire and Rescue services to meet the needs of the diverse population, it serves. We are dedicated and conscious as a public sector service to embed and mainstream the equality, diversity and inclusion (EDI) agenda.

Our initiatives over the year have been;

- 🔥 To continually work towards improving the representation of our workforce by driving forward our positive action initiatives; and
- 🔥 To continually review the quality of our policies, practices and services to ensure access to employment opportunities and services consider the individual needs of our staff and the people that receive our services.
- 🔥 To measure our work against external standards that continually improve the policies, practices and functions we deploy.
- 🔥 To improve the experiences of our service users and staff; aligning them to the organisational objectives and shaping them to help us be the best Fire and Rescue Service.

- 🔥 To measure our activity against the HMICFRS requirements and the Employers Network for Equality and Inclusion to meet our legal obligation against the Equality Act 2010, the Public Sector Equality Duty, as well as our moral duties.
- 🔥 To embed the 'due regard' considerations to address barriers and disadvantages faced by groups of people.
- 🔥 To ensure the equality, diversity and inclusion agenda is established as the 'golden thread' in all we do.
- 🔥 To involve, engage and consult our service users and staff will be invaluable in achieving our ambition to be the best Fire and Rescue Service.

BACKGROUND TO THE PUBLIC SECTOR EQUALITY REPORT

The **Equality Act 2010** established the general duty which aims to ensure people are not excluded, discriminated against, or otherwise treated less favourably than others, due to their protected characteristics; and consists of three fundamental aims which are:

- 🔥 **Eliminate** discrimination, harassment, victimisation, and any other conduct that is prohibited under the Act;
- 🔥 **Advance equality of opportunity** between persons who share a relevant protected characteristic and persons who do not share it; and
- 🔥 **Foster good relations** between persons who share a relevant protected characteristic and persons who do not share it.

For listed public sector authorities with 150 or more employees the **Equality Act 2010** introduced a specific requirement to publish information relating to the protected characteristics of employees. Technical guidance issued by the Equality and Human Rights Commission states that the information published needs to include:

- 🔥 The profile of staff at different grades, levels and rates of pay, including any patterns of occupational segregation and part-time work;
- 🔥 The profile of staff at different stages of the employment relationship, including recruitment, training, promotion, and leavers, and the numbers of complaints of discrimination and other prohibited conduct;
- 🔥 Details of, and feedback from, any engagement exercises with staff or trade unions;
- 🔥 Any records of how it has had due regard in making workforce decisions, including any assessments of impact undertaken and the evidence used.

The present report aims to fulfil Bedfordshire Fire and Rescue Service's duty to publish information relating to the protected characteristics of its employees, whilst ensuring that the Service also has 'due regard' to the aims of the Equality Act with respect to its workforce by using equality monitoring information in decision-making and planning.

Throughout this report, headcounts of staff members in different protected characteristics and workforce subgroups are given, with the aim of anonymising information about individuals by aggregating counts into large groups. Where this has not been possible, and the headcount within a group is small enough to pose a risk of re-identification for individual staff members, the figure has been redacted (alongside any other figures that would allow the initially redacted figure to be deducted).

ABOUT US

We cover:

- 🔥 477 Square miles
- 🔥 243,005 Households
- 🔥 3 Unitary authorities

We have:

- 🔥 288 Wholetime positions
- 🔥 144 on-call positions
- 🔥 166 support positions
- 🔥 24 control positions
- 🔥 51 Appliances
- 🔥 14 Stations

We've dealt with:

6,039 Number of incidents, such as:

- 🔥 342 Primary dwelling fires
- 🔥 80 Animal assistance incidents
- 🔥 15,000 Calls to the control room

We attended;

- 🔥 1,602 Fires

We made:

- 🔥 6,808 Safe and Well visits

OUR VALUES & MISSION

Our Mission is to **provide outstanding fire and rescue services that help make Bedfordshire safer.**

Our Values have been developed with our staff and our communities to ensure that the values support our mission and priorities.

- 🔥 **We are accountable** – We are transparent, trustworthy, and responsible for our actions.
- 🔥 **We've got your back** – Striving to keep us all safe, while being supportive and inclusive.
- 🔥 **Every contact counts** – Making a positive difference each and every time, with respect and professionalism.
- 🔥 **We dare to be different** – We are bold, we welcome challenge, and we are open to innovative ideas

THE PEOPLE WE SERVE

The population for Bedfordshire, according to the Office for National Statistics (ONS) 2020 Mid-Year estimates: Bedford: 174,687, Central Bedfordshire: 294,096 and Luton: 213,528.



OUR PRACTICE

We collect and monitor the Service workforce profile to enable us to take into account equality considerations in our policies and practices and meet our responsibilities under the **Public Sector Equality Duty**.

We have published our equality objectives as part of our **Corporate Risk Management Plan**, embedding the Inclusion agenda;

We have revised our **People Impact Assessment** (previously known as equality impact assessment) process to ensure we mitigate any adverse impact on groups of people;

We have revised our **Equality, Diversity and Inclusion Induction Handbook** and training to provide staff with an awareness of equality considerations and updated our Towards Cultural Competence and Unconscious Bias awareness training;

Our **staff survey** has assisted us in understanding our culture and the improvements we need to make to ensure inclusivity;

We have established our **mental health and wellbeing programme** to support the wellbeing of staff through our in-house Occupational Health, Mental Health and Wellbeing Steering Group and Employee Assistance Programme;

We have **developed initiatives to improve the work-life balance** of staff by offering opportunities such as flexible working hours, home-working, part-time, job-share and compressed/staggered/ annualised hours. Non-operational staff (where appropriate) work on a flexitime system between the hours of 8am and 6pm;

We have a **dedicated and committed Corporate Management Team, Principal Officers and Senior management team** ensuring EDI is embedded and main-streamed across the organisation, with progress monitored by the Fire Authority;

We have maintained our **Level 2 status against the Disability Confident** standard;

We are **members of key organisations** that can support and enhances our work around the EDI agenda such as Asian Fire Service Association (AFSA), Women in the Fire Service (WFS) and Employers Network for Equality and Inclusion (ENEI);

We publish and report annually on our **gender pay gap** and will look to enhance this by reporting on the Ethnicity Pay Gap;

We have successfully launched the **LGBTQ+ Allies Staff Network** and the **People Forum** and will enhance this with the development of other staff networks.

OUR ACTIVITIES

We recognise that we have a long road ahead to embed and mainstream the EDI agenda. However, we have worked hard through the many challenges faced during the past year, including that of the pandemic.

Please read about some of our activities during in 2020 - 2021.

1. Preventative and Protection Initiatives

Monitoring the profile of our Community Safety initiatives such as safe and well visits to enable us to target the most vulnerable. For example; designing and developing information in different formats to meet the needs of our community such as those who are visually impaired.

Engaging and working with our partners to raise awareness such as the development of community partnerships in diverse demographical areas to target groups, raise our profile and engage with those least likely to access services. For example; engagement with community and charity organisations.

Developing a volunteer's initiative which includes the design and development of a volunteers programme to support the delivery of initiatives in the community. Our key aim is to ensure that our volunteers are diverse, reflecting the population, we serve.

Monitoring and evaluating initiatives by the demographic population of Bedfordshire to ensure our services are reaching out to all areas in the community, particularly those most vulnerable in society.

Monitoring our comments, compliments and complaints process to understand issues affecting groups of people and encouraging open dialogue and feedback to ensure that our communities are receiving services that meet their needs.

2. Protecting People and Property

Develop diverse fire safety initiatives that protect people in their homes: our safe and well initiatives and engagement strategies ensure we take account of the diverse needs of people. For example; our commitment to raising awareness of the risks associated to hoarding.

3. Responding to Fires and Other Emergencies

Development of an external EDI Forum: we are working with Bedfordshire Police to design and develop an EDI Forum to enable the sharing of best practice, learning from each other and engaging widely to improve awareness that supports the increasing complexities within the EDI agenda. For example; the consideration of intersectionality and the complexities that brings about when delivering services.

4. Empowering our People

We have designed, developed and implemented initiatives to improve the outcomes for staff. These include:

- Adopting the National NFCC People Impact Assessments and embedding the process into everything we do;
- Published Modern Slavery Statement.
- Designed, developed and delivered EDI awareness training;
- Initiatives to improve staff experience such as embedding our values, positive action initiatives, on-going support from principal officers, etc.

- Embedding EDI consideration into our procurement, tendering and contract processes;
- Monitoring and reporting on our workforce profile to improve representation across the Service by setting targets and the development of an Instagram page to improve our reach in the community;
- The introduction of a people forum and staff networks to engage with staff and improve experiences for protected groups of people such as the LGBTQ+ Allies Staff Network;
- Working regionally with our colleagues to improve EDI outcomes. For example; the Recruitment recommendation plan which we all work together to improve representation across the service.
- Health and wellbeing initiatives to improve awareness of accessible resources to staff. For example; Employee Assistant Programme, Occupational Health services, Fire Fighters Charity services;
- Successful nomination of AFSA Awards recognising the continuous commitment to deliver and support other services, during the pandemic by working in partnership.



OUR WORKFORCE

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AGE

The table illustrates that BFRS has more wholetime firefighters aged between 17-24, 25-35 and 36-45 and less of those aged 46+ than the England and Non-Met percentages.

The on-call figures compared with the England figures, demonstrates BFRS has more firefighters between 36-55 and less over 56.

Looking at the average age column, BFRS's has a higher average age amongst support and control; on-call and total staff ages are on par with the comparative groups but our wholetime are below the other groups. Therefore, BFRS has been successful in recruiting a younger wholetime workforce.

↕ Wholetime	17-24	25-35	36-45	46-55	56+	Average Age
BFRS	3.4%	26.1%	41.9%	26.8%	1.7%	40
England	2.1%	22.3%	35.5%	36.8%	3.3%	42
Non – Metropolitan	2.1%	20.9%	33.3%	39.8%	3.9%	43
↕ On-Call						
BFRS	7.0%	30.1%	32.2%	27.3%	3.5%	39
England	7.3%	33.3%	28.3%	23.2%	7.8%	39
Non – Metropolitan	7.3%	32.9%	28.5%	23.2%	7.9%	39
↕ Support						
BFRS	0.6%	12.1%	21.7%	31.8%	33.8%	49
England	4.0%	16.7%	21.4%	29.4%	27.4%	46
Non – Metropolitan	4.0%	16.5%	21.0%	29.6%	27.3%	46
↕ Control						
BFRS	0.0%	25.0%	25.0%	41.7%	8.3%	44
England	5.1%	25.7%	26.2%	27.1%	15.5%	42
Non – Metropolitan	6.4%	26.3%	27.3%	26.2%	13.4%	42
↕ Total Staff						
BFRS	3.4%	23.4%	33.8%	28.8%	10.6%	42
England	4.0%	24.5%	30.6%	31.4%	9.3%	42
Non – Metropolitan	4.6%	24.9%	29.1%	31.2%	9.9%	42

Source: [Fire statistics data tables - GOV.UK](https://www.gov.uk/government/statistics/fire-statistics-data-tables) 31/03/21

GENDER

The table below illustrates that BFRS, had more female staff on the 31st March 2021 compared to the figures for England as a whole and Non-Metropolitan FRs, working in support, control and on-call roles but less wholetime females.

	WT FF	On-call	Total FF	Control	Support	All Staff
BFRS	6.2%	9.8%	7.4%	6.9%	58.0%	23.4%
England	8.0%	6.5%	7.0%	6.9%	54.8%	17.9%
Non – Metropolitan	7.5%	6.3%	6.9%	6.9%	55.3%	17.4%

Source: [Fire statistics data tables - GOV.UK](https://www.gov.uk/government/statistics/fire-statistics-data-tables) 31/03/21

ETHNICITY

As of the 31st March 2021, minority ethnic employees represented 5.0% of Operational (6.4% wholetime and 2.2% on-call), 4.3% Control and 9.9% of support staff, which is an improvement in all employee groups apart from support. When we compare our data against National FRs and Non-Met average as at 31st March 2021, we see that our percentage of minority ethnic wholetime staff is slightly above the figures for England and more than double the Non-Met average. It should be noted that whilst these comparisons are useful, BFRS is committed to reflecting our local diverse communities rather than aligning alongside other Fire and Rescue Services.

	WT FF	Ret FF	Total FF	Control	Support	All Staff
BFRS	6.4%	2.2%	5.0%	4.3%	9.9%	6.3%
England	6.3%	1.6%	4.7%	3.0%	8.1%	5.3%
Non – Metropolitan	2.9%	1.5%	2.2%	1.8%	4.1%	2.6%

Source: [Fire statistics data tables - GOV.UK](https://www.gov.uk/government/statistics/fire-statistics-data-tables) 31/03/21

FAMILY LEAVE

As part of Bedfordshire Fire and Rescue Service's commitment to diversity, we support employee's balance between home and work through offering flexible employment policies and provide enhanced pay and leave for adoption, maternity and paternity. In 2020/21, eleven staff members were off on paternity leave of which all returned. There were three members of staff that returned from maternity and one who choose not to return to BFRS.

Year	Staff starting Maternity Leave	Staff returning to work from Maternity Leave	Staff on Paternity Leave	Staff returning to work from Paternity Leave	Staff starting Share Parental Leave	Staff returning to work from Shared Parental Leave
2020/2021	3	3	11	11	0	0
2019/2020	5	0	12	12	0	0
2018/2019	2	3	21	21	0	0

STARTERS

During 2020/21, 45 employees joined Bedfordshire Fire and Rescue Service (compared with 61 in 2019/20). Comparing the data there was an increase in minority ethnic communities joining the Service from 9.8% (2018/19) to 20.0%. The percentage of people from a religion or belief also increased from 39.3% to 46.7%. Those in the upper age categories also increased, 46 - 55 (up from 13.1% to 24.4%) and 56-65 (up from 1.6% to 6.7%). However, the lower age categories saw a decrease, 17-24 (down from 16.4% to 8.9%), 25-35 (down from 41.0% to 35.6%) and 36-45 (down from 27.9% to 24.4%).

LEAVERS

During 2020/21, 52 employees left the Service (compared with 51 in 2019/20). There has been a decrease of people leaving from LGBTQ+ backgrounds dropping from 5.9% to 1.9%. Other areas which was a decrease were those aged between 46-55 (from 37.3% to 21.2%) and those who had not declared their ethnicity (from 11.8% to 3.8%). There has been an increase of people leaving in age between 17 – 24 (up from 2.0% to 5.8%). Other areas which saw an increase were people from White backgrounds (up from 86.3% to 92.3%) and those who had not declared their sexual orientation (up from 19.6% to 23.1%).

The Service conducts exit interviews to gather the reason(s) people are choosing to leave. This identifies any patterns, ensuring data is provided to enable research to focus attention on any areas that can be improved.

LENGTH OF SERVICE

On the 31st March 2021, the highest portion of staff are those who have worked for BFRS between 0-5 years, the second and third most common length of service are those who have worked between 11 – 15 years and 16 – 20 years.

Years	31/03/21	31/03/20
0 – 5 years	41.05%	39.7%
6 – 10 years	13.16%	13.4%
11 – 15 years	16.67%	16.9%
16 – 20 years	16.67%	16.2%
21 – 25 years	6.67%	7.1%
26 – 30 years	3.33%	4.5%
31+ years	2.46%	2.3%
Total People	570	575

JOB APPLICATIONS, RECRUITMENT AND PROMOTIONS

Recruitment to BFRS is through fair and open competition based on merit, with individuals assessed for their ability to demonstrate the required competences, knowledge and skills for the role.

BFRS is committed to ensure that all recruitment is free from unfair and unlawful discrimination. Reasonable adjustments for disabled people are made at all stages of the recruitment process, as required.

In 2020/21 we saw an 3.2% increase in people aged 46-55 applying for support posts with BFRS and a 3.6% decrease in those applying between ages 17-24. There was also an 6.2% decrease in the number of female applicants. We have seen an 6.7% increase in minority ethnic applicants applying for uniform positions (Wholetime, On-call and Control). There was also an 3.7% increase in those applying to the uniform positions aged 36-45 and an 4.4% decrease in those aged 46-55. The attraction rates of females to uniform positions also decreased by 14.1% (from 35.0% in 2019/20 to 20.9%).

Of those who achieved a promotion, there was an 18.5% increase to those aged between 46-55, representing 41.2% which is the highest proportion over the last three years (22.7% in 2019/20 and 33.3% in 2018/22). There was also an increase in those who chose not to declare their demographics for ethnicity, religion or belief and sexual orientation.

GENDER PAY GAP

The Service has three sets of employee groups whose terms and conditions of employment are nationally negotiated through relevant joint councils that contain representatives from the employers' side and recognised trade unions.

The Service has clear policies and pay structure in place to pay employees equally regardless of gender. The gender pay gap reflects the limited number of women in operational fire fighting and senior roles. This is illustrated by the distribution of women in the pay quartiles, with more than half of the women in the lower pay quartile. For more information please see our latest

[Gender Pay report.](#)

Hourly Wages Pay Gap	31 March 2020	31 March 2019	31 March 2018
Comparison between median hourly wages	Women earn 91p for every £1 that men earn	Women earn 92p for every £1 that men earn	Women earn 95p for every £1 that men earn
The median hourly wage	9.1% lower than men's	8.3% lower than men's	5.3% lower than men's
The mean hourly wage	12.7% lower than men's	12.7% lower than men's	10.6% lower than men's

Proportion of Women in each Pay Quarter	31 March 2020	31 March 2019	31 March 2018
Top quarter	26%	22%	23%
Upper middle quarter	12%	22%	12%
Lower middle quarter	16%	12%	8%
Lower quarter	40%	53%	53%

GRIEVANCES

Six formal grievances were submitted during 2020/21, two grievances were collective and four were submitted by individuals; twenty-two employees were within these grievance processes. This compares to the four grievances raised by four employees the previous two years. One additional grievance was concluded in 2020/2021 which was initiated in 2019/20.

Of the six formal grievances submitted in 2020/21, one was upheld, three were not upheld, one was partially upheld, and one was withdrawn. Of those who raised a grievance, 91% were male and 9% were female, 81.9% were White British, 13.6% were from a minority ethnic background and 4.5% preferred not to say their ethnic background.

COMPLAINTS AND COMPLIMENTS

During 2020/21, the Service received 98 compliments from members of the public by letter, email or through social media. This is compared to 46 in 2019/20 and 58 in 2018/19. The Service received 13 complaints, compared to 18 in 2019/20 and 19 in 2018/19. Currently the Service does not capture any equality information about the person making a complaint or compliment, so we are not able to report on this.



APPENDIX

 WE'VE GOT YOUR BACK

 EVERY CONTACT COUNTS

 WE DARE TO BE DIFFERENT

 WE ARE ACCOUNTABLE

Our reporting categories are captured on the Service's workforce database (ITRENT) which allows for people to self-classify based on their:

Age

Staff members are placed into one of six age groups:

- 🔥 17-24
- 🔥 25-35
- 🔥 36-45
- 🔥 46-55
- 🔥 56-65
- 🔥 66+
- 🔥 Prefer not to say

Gender

This is currently recorded as male or female.

Disability

Staff members are asked whether they consider themselves to be disabled under the definitions of the Equality Act 2010:

Section 6(1) of the Equality Act 2010 states that a person has a disability if:

- A) *that person has a physical or mental impairment, and*
- B) *the impairment has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.*

Sexual Orientation

- 🔥 Heterosexual
- 🔥 Gay woman/lesbian
- 🔥 Gay man
- 🔥 Bisexual
- 🔥 Other
- 🔥 Prefer not to say

Religion or Belief

- 🔥 No religion
- 🔥 Buddhist
- 🔥 Christian
- 🔥 Hindu
- 🔥 Jewish
- 🔥 Muslim
- 🔥 Sikh
- 🔥 Any other religion
- 🔥 Prefer not to say

Ethnicity

White British

- 🔥 English/Welsh/Scottish/Irish/Northern Irish/British

Minority Ethnic:

Dual Heritage

- 🔥 White and Black Caribbean
- 🔥 White and Black African
- 🔥 White and Asian
- 🔥 Any other mixed/multiple ethnic background

Asian/Asian British

- 🔥 Indian
- 🔥 Pakistani
- 🔥 Bangladeshi
- 🔥 Chinese
- 🔥 Any other Asian background

Black/African/Caribbean/Black British

- 🔥 African
- 🔥 Caribbean
- 🔥 Any other Black/African/Caribbean background

Other Ethnic Groups

- 🔥 Arab
- 🔥 Any other ethnic group
- 🔥 Any other white background
- 🔥 Gypsy/traveller

WORKFORCE PROFILE 2020/21

Protected Characteristic	31/03/2021	31/03/2020	31/03/2019	Protected Characteristic	31/03/2021	31/03/2020	31/03/2019
Age				Ethnicity			
17-24	3.5%	4.0%	2.7%	Black and Ethnic Minority	8.0%	7.1%	6.6%
25-35	23.5%	23.0%	20.9%	White	88.3%	89.0%	89.0%
36-45	33.8%	33.5%	32.7%	Not declared	3.7%	3.9%	4.3%
46-55	28.8%	28.8%	31.1%	Religion or belief			
56-65	9.5%	9.5%	11.3%	Religion or belief	46.1%	45.8%	48.2%
66+	1.0%	1.2%	1.3%	No Religion or Belief	40.2%	39.0%	35.7%
Disability				Not declared	13.7%	15.2%	16.0%
Disabled	3.2%	3.2%	2.7%	Sexual Orientation			
Non-disabled	90.7%	90.1%	90.7%	Gay/Lesbian/Bisexual/Other	3.4%	3.1%	3.3%
Not declared	6.1%	6.6%	6.6%	Heterosexual	84.1%	82.4%	81.6%
Gender				Not declared	12.5%	14.6%	15.0%
Male	76.4%	77.0%	76.7%				
Female	23.6%	23.0%	23.3%				

20/21 n = 622

19/20 n = 618

18/19 n = 602 (These figures are by positions)

WORKFORCE PROFILE BY PAY BAND

Protected Characteristic	Support: Apprentice-Grade 13	Support: Grade 14 – 18	Uniformed: Fire-fighter, Crew Manager & Watch Manager	Uniformed: Station Manager & Group Manager	Senior Management Tier	31/03/2021 BFRS Profile
Age						
17-24	2.1%	0.0%	4.5%	0.0%	0.0%	3.5%
25-35	16.7%	6.3%	27.8%	4.5%	0.0%	23.5%
36-45	18.8%	25.4%	39.4%	31.8%	9.1%	33.8%
46-55	27.1%	38.1%	26.2%	59.1%	72.1%	28.8%
56-65	31.3%	27.0%	2.1%	4.5%	18.2%	9.5%
66+	4.2%	3.2%	0.0%	0.0%	0.0%	1.0%
Gender						
Male	36.5%	52.4%	87.3%	95.5%	90.9%	76.4%
Female	63.5%	47.6%	12.7%	4.5%	9.1%	23.6%
Ethnicity						
Black and ethnic minority	11.5%	14.3%	6.1%	6.1%	9.1%	8.0%
White	82.3%	85.7%	89.7%	86.4%	90.9%	88.3%
Not declared	6.2%	0.0%	4.2%	4.5%	0.0%	3.7%

n = 570 (These figures are by people)

JOB APPLICATIONS – SUPPORT STAFF

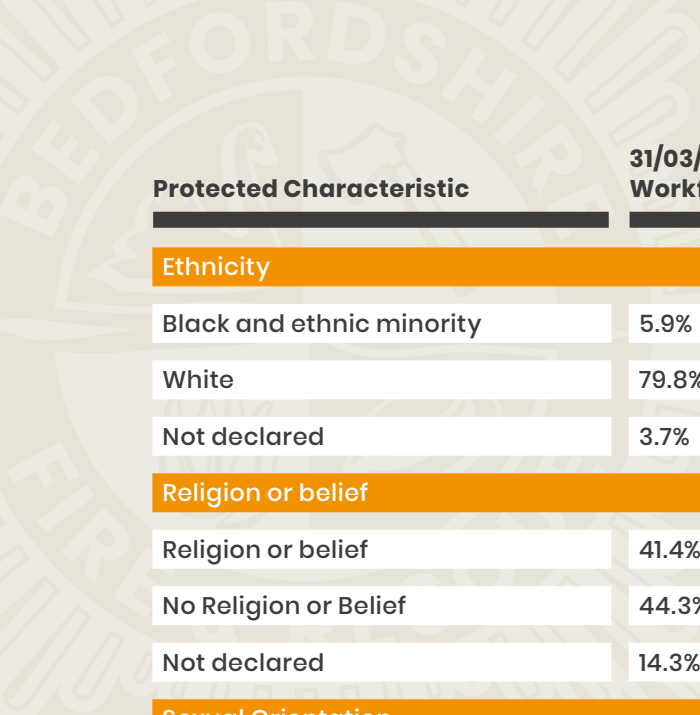
Protected Characteristic	31/03/2021 Support Workforce Profile	31/03/2021	31/03/2020	31/03/2019
Age				
17-24	2.1%	8.9%	12.5%	9.9%
25-35	12.2%	30.4%	27.0%	24.0%
36-45	22.6%	22.5%	25.9%	20.2%
46-55	31.7%	24.9%	21.7%	23.1%
56-65	28.7%	12.4%	12.5%	16.1%
66+	3.7%	0.7%	0.5%	0.8%
Not declared	0.0%	0.5%	0.0%	5.8%
Disability				
Disabled	5.5%	4.5%	3.5%	3.7%
Non-disabled	85.4%	91.9%	92.8%	90.1%
Not declared	9.1%	3.6%	3.7%	6.2%
Gender				
Male	43.3%	37.8%	32.1%	45.5%
Female	56.7%	61.2%	67.4%	50.8%
Not declared	0.0%	1.0%	0.5%	3.7%

Protected Characteristic	31/03/2021 Support Workforce Profile	31/03/2021	31/03/2020	31/03/2019
Ethnicity				
Black and ethnic minority	12.2%	27.3%	30.3%	30.6%
White	84.2%	71.3%	68.6%	64.0%
Not declared	3.7%	1.4%	1.2%	5.4%
Religion or belief				
Religion or belief	58.5%	56.7%	61.0%	55.8%
No Religion or Belief	29.3%	33.3%	32.8%	33.9%
Not declared	12.2%	10.0%	6.2%	10.3%
Sexual Orientation				
Gay/Lesbian/Bisexual/Other	2.4%	4.6%	3.5%	3.3%
Heterosexual	85.4%	90.4%	92.8%	87.2%
Not declared	12.2%	5.0%	3.7%	9.5%
20/21 n = 418	19/20 n = 433	18/19 n = 242		

JOB APPLICATIONS – UNIFORMED STAFF

Wholetime including transfers from other FRS, On-call and Control

Protected Characteristic	31/03/2021 Uniformed Workforce Profile	31/03/2021	31/03/2020	31/03/2019
Age				
17-24	4.4%	31.8%	32.9%	not reported- inconsistent data
25-35	27.4%	42.6%	40.0%	not reported- inconsistent data
36-45	37.7%	19.4%	15.7%	not reported- inconsistent data
46-55	27.9%	4.4%	8.6%	not reported- inconsistent data
56-65	2.4%	1.2%	1.4%	not reported- inconsistent data
66+	0.2%	0.0%	0.0%	not reported- inconsistent data
Not declared	0.0%	0.3%	1.4%	not reported- inconsistent data
Disability				
Disabled	2.4%	2.9%	4.3%	1.9%
Non-disabled	92.5%	95.0%	93.6%	95.8%
Not declared	5.0%	2.1%	2.1%	2.2%
Gender				
Male	88.4%	78.2%	65.0%	86.2%
Female	11.6%	0.9%	35.0%	13.1%
Not declared	0.0%	0.9%	0.0%	0.7%



Protected Characteristic	31/03/2021 Uniformed Workforce Profile	31/03/2021	31/03/2020	31/03/2019
Ethnicity				
Black and ethnic minority	5.9%	22.4%	15.7%	17.4%
White	79.8%	76.5%	83.6%	80.1%
Not declared	3.7%	1.2%	0.7%	2.5%
Religion or belief				
Religion or belief	41.4%	35.6%	35.0%	43.0%
No Religion or Belief	44.3%	59.4%	57.1%	51.6%
Not declared	14.3%	5.0%	7.9%	5.4%
Sexual Orientation				
Gay/Lesbian/Bisexual/Other	5.5%	6.8%	7.9%	6.7%
Heterosexual	72.5%	89.1%	87.1%	88.2%
Not declared	3.3%	4.1%	5.0%	5.1%

20/21 n = 340 19/20 n = 140

18/19 n = 719

STAFF STARTERS

Protected Characteristic	31/03/2021	31/03/2020	31/03/2019	Protected Characteristic	31/03/2021	31/03/2020	31/03/2019
Age				Ethnicity			
17-24	8.9%	16.4%	10.3%	Black and ethnic minority	20.0%	9.8%	5.9%
25-35	35.6%	41.0%	44.1%	White	73.3%	83.6%	83.8%
36-45	24.4%	27.9%	23.5%	Not declared	6.7%	6.6%	10.3%
46-55	24.4%	13.1%	16.2%	Religion or belief			
56-65	6.7%	1.6%	16.2%	Religion or belief	46.7%	39.3%	17.6%
66+	0.0%	0.0%	1.5%	No Religion or Belief	40.0%	47.5%	44.1%
Not declared	0.0%	0.0%	0.0%	Not declared	13.3%	13.1%	38.2%
Disability				Sexual Orientation			
Disabled	1.9%	4.9%	4.4%	Gay/Lesbian/Bisexual/Other	3.8%	6.6%	1.5%
Non-disabled	76.9%	82.0%	86.8%	Heterosexual	78.8%	86.9%	83.8%
Not declared	7.7%	13.1%	8.8%	Not declared	3.8%	11.5%	14.7%
Gender							
Male	73.3%	75.4%	79.4%				
Female	26.7%	24.6%	20.6%				

20/21 n = 45 19/20 n = 61 18/19 n = 68

STAFF LEAVERS

These figures are based on anyone who has left BFRS completely; they do not include individuals who left one of multiple contracts.

Protected Characteristic	31/03/2021	31/03/2020	31/03/2019	Protected Characteristic	31/03/2021	31/03/2020	31/03/2019
Age				Ethnicity			
17-24	5.8%	2.0%	7.4%	Black and ethnic minority	3.8%	2.0%	11.1%
25-35	19.2%	17.6%	16.7%	White	92.3%	86.3%	87.0%
36-45	13.5%	19.6%	22.2%	Not declared	3.8%	11.8%	1.9%
46-55	21.2%	37.3%	25.9%	Religion or belief			
56-65	21.2%	19.6%	25.9%	Religion or belief	42.3%	43.1%	46.3%
66+	1.9%	5.9%	1.9%	No Religion or Belief	32.7%	31.4%	42.6%
Disability				Not declared	25.0%	25.5%	11.1%
Disabled	1.9%	0.0%	1.9%	Sexual Orientation			
Non-disabled	86.5%	88.2%	92.6%	Gay/Lesbian/Bisexual/Other	1.9%	5.9%	0.0%
Not declared	11.5%	11.8%	5.6%	Heterosexual	75.0%	74.5%	87.0%
Gender				Not declared	23.1%	19.6%	13.0%
Male	76.9%	76.5%	75.9%				
Female	23.1%	23.5%	24.1%				
20/21 n = 52	19/20 n = 51	18/19 n = 54					

PROMOTIONS – ALL STAFF

Protected Characteristic	31/03/2021	31/03/2020	31/03/2019	Protected Characteristic	31/03/2021	31/03/2020	31/03/2019
Age				Ethnicity			
17-24	0.0%	0.0%	6.7%	Black and ethnic minority	5.9%	9.1%	6.7%
25-35	5.9%	13.6%	20.0%	White	88.2%	90.1%	93.3%
36-45	52.9%	63.6%	33.3%	Not declared	5.9%	0.0%	0.0%
46-55	41.2%	22.7%	33.3%	Religion or belief			
56-65	0.0%	0.0%	6.7%	Religion or belief	41.2%	54.5%	33.3%
66+	0.0%	0.0%	0.0%	No Religion or Belief	23.5%	31.8%	33.3%
Disability				Not declared	35.3%	13.6%	33.3%
Disabled	0.0%	4.5%	6.7%	Sexual Orientation			
Non-disabled	94.1%	90.9%	93.3%	Gay/Lesbian/Bisexual/Other	4.6%	0.0%	0.0%
Not declared	5.9%	4.5%	0.0%	Heterosexual	90.4%	86.4%	80.0%
Gender				Not declared	5.0%	13.6%	20.0%
Male	100.0%	90.9%	86.7%				
Female	0.0%	9.1%	13.3%				

20/21 n = 17 19/20 n = 22 18/19 n = 11

EXTERNAL TRAINING – FRST 35S

Protected Characteristic	31/03/2021	31/03/2020	31/03/2019	Protected Characteristic	31/03/2021	31/03/2020	31/03/2019
Age				Ethnicity			
17-24	0.0%	1.8%	0.9%	Black and ethnic minority	4.3%	1.7%	13.8%
25-35	11.4%	14.3%	20.2%	White	94.3%	87.9%	80.7%
36-45	25.7%	23.2%	23.9%	Not declared	1.4%	10.3%	5.5%
46-55	37.1%	26.8%	28.4%	Religion or belief			
56-65	25.7%	32.1%	25.7%	Religion or belief	47.1%	46.4%	51.4%
66+	0.0%	1.8%	0.9%	No Religion or Belief	30.0%	35.7%	32.1%
Disability				Not declared	22.9%	17.9%	16.5%
Disabled	1.4%	3.6%	1.8%	Sexual Orientation			
Non-disabled	94.3%	89.3%	87.2%	Gay/Lesbian/Bisexual/Other	4.3%	6.9%	3.7%
Not declared	4.3%	7.1%	11.0%	Heterosexual	84.3%	77.6%	87.2%
Gender				Not declared	11.4%	15.5%	9.2%
Male	68.6%	63.3%	57.8%				
Female	31.4%	36.7%	42.2%				




20/21 n = 70 19/20 n = 58 18/19 n = 121

YOUR VIEWS COUNT

Your views are very important to us and having had an opportunity to feedback on our annual Public Sector Equality Duty Report. We would welcome your feedback by emailing us at diversity@bedsfire.gov.uk.

CONNECT WITH BFRS

 bedsfire.gov.uk  contact [BFRS](#)

   @bedsfire

**WE'VE GOT YOUR
BACK**



**EVERY CONTACT
COUNTS**



**WE DARE TO BE
DIFFERENT**

**WE ARE
ACCOUNTABLE**



REPORT AUTHOR: DEPUTY CHIEF FIRE OFFICER
SUBJECT: PILOTS AND TRIALS TO IMPROVE EMERGENCY RESPONSE

For further information on this Report contact: Steven Frank
 Head of Strategic Support and Assurance
 Tel: 01234 845000

Background Papers: None

Implications (tick ✓):

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

Building upon the presentations and discussions held with Members at the Community Risk Management Plan & Budget workshop on 23 November 2021, this report seeks the support of Members to develop proposals designed to improve emergency response that can be piloted/trialled over a time-limited period to provide real-time data to underpin the modelling analysis undertaken so far as part of the ongoing Emergency Cover Review elements of the Authority’s strategic Community Risk Management Plan 2019/23 (CRMP).

RECOMMENDATION:

Members are asked to:

- a) note and comment on the intended approach to develop proposals to pilot/trial new ways of working; and
- b) support the principles of this approach being incorporated into the public CRMP/Budget consultation for 2022/23; and
- c) to receive further briefings prior to implementation.

1. Background

- 1.1. The current Community Risk Management Plan (2019-2023) seeks to ensure the Service is more data driven and evidence based in our decision making, a key enabler for our mission to provide outstanding fire and rescue services that help make Bedfordshire safer. Responding to fires and other emergencies promptly and effectively is one of the 6 key aims of the CRMP.
- 1.2. We constantly strive to ensure we maximise our resources and deliver value for money. An emergency cover review is one way to ensure this. Significant research, data and evidence informs our approach to improving our service to the public including estates, station productivity, on call review, and special equipment and fleet review, and optimum locations.
- 1.3. By doing this we will make sure we triangulate our evidence, consolidate our findings, and make the best use of our data. By doing this we can assure our Members, staff and stakeholders we are presenting proposals based on the best evidence available to us to deliver the best possible service to the people of Bedfordshire.

2. Response standards and performance analysis

- 2.1. Our current CRMP sets out the Authority's local emergency response standards which set out how quickly we aim to respond to key emergencies within our area. The standards relate to the time it takes to get the first fire appliance to the scene from the time it is alerted by our Fire Control Centre.

- 2.2. For critical fire incidents, (threaten life, structures or the environment), we will provide an initial response of:
- 2 fire appliances (total 9 riders) on 90% of occasions; and
 - Arrive within 10 minutes on 80% of occasions.
- 2.3. For road traffic collisions (RTCs), we will:
- Arrive within 13 minutes on 80% of occasions.
- 2.4. For secondary fire incidents (non-life risk), we will provide an initial response of:
- 1 fire appliance with 5 crew; and
 - Arrive within 20 minutes on 96% of occasions.
- 2.5. As part of the ongoing Emergency Cover Review, five years worth of incident data was analysed and benchmarked against national data to identify areas where emergency response performance could be improved.
- 2.6. We have previously shared with Members our performance and benchmarking analysis which show there is work to do in improving our ability to meet our response standards.
- 2.7. Notably, analysis of our performance against the emergency response standards for critical fires and RTCs shows a deterioration in performance over recent years.

Measure	Target	5 yr average 15/16-19/20	20/21	YTD 21/22
Critical (Primary) Fires % 1 st response within 10 mins	80%	74%	65%	60.42%
RTCs - % 1 st response within 13 mins	80%	86%	69.03%	67.26%

- 2.8. When benchmarked against other fire and rescue services, our response times to all incidents is 12th slowest nationally and 3rd slowest in our family group.
- 2.9. Our analysis so far has concluded that improving on-call availability is key to improving response times. Our modelling analysis has also identified opportunities for improving emergency response performance by either changing the crewing

model or relocating our resources. As we are committed to being data driven and evidence based in our decision making, this paper seeks to pilot/trial different ways of working in two key areas in order to gather real-time data over a time-limited period to evaluate the impact and underpin our modelling analysis.

2.10. A limited trial to test various scenarios will allow the service to gather data on what is possible and what could be achieved. This will assure Members of any benefit in making permanent changes without committing substantial investment, evidencing the service commitment to continuous improvement whilst ensuring the public purse is protected.

3. Testing, piloting and examining innovative use of fire appliances to reinforce operational cover

3.1. We are initially proposing to carry out two pilots:

- Base a fire appliance in the Luton Borough Council area to an alternative temporary location in the northern part of Luton at key times to test how this affects response times and response standards – including all incident types and first and second appliance performance; and
- Position an additional appliance within the eastern part of the county during specific time periods to examine the impact of mobilising from different locations on response times and response standards. This may inform both crewing requirements and an optimum location for a new community fire station

3.2. The principles of these tests are:

- Maintain or improve public and firefighter safety;
- Improve operational attendance standard attainment
- Work within our service values;
- Provide operational crews with mobile information and communication technology (ICT) such as tablets so they can remain productive during non-emergency response times, increasing other prevention and protection activity;
- Reduce costs of ‘over the border’ calls where we request support from our neighbours
- Compare like with like and compare performance accurately; and
- Involve operational crews in evaluating the pilots.

4. Next Steps

4.1. Our timetable is as follows:

Action	By when	By
Initiate a project team to explore repositioning of a fire appliance in the south of the County	February 22	DCFO
Initiate a project team to delivery an additional peak time fire engine	April 22	DCFO
Continue to deliver critical success factors from the on-call view to support continued attendance standard improvements	Sept 22	HOR

4.2. Officers will ensure Members and staff representatives are briefed on any specific proposals developed within the scope of this report prior to implementation.

RECOMMENDATIONS:

Members are asked to:

- a) note and comment on the intended approach to develop proposals to pilot/trial new ways of working; and
- b) support the principles of this approach being incorporated into the public CRMP/Budget consultation for 2022/23; and
- c) to receive further briefings prior to implementation.

CHRIS BIGLAND
DEPUTY CHIEF FIRE OFFICER

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REPORT AUTHOR: CHRIS BIGLAND, DEPUTY CHIEF FIRE OFFICER
SUBJECT: DEVELOPING COLLABORATION WITH EAST OF ENGLAND AMBULANCE TRUST

For further information on this Report contact: Steven Frank
 Head of Strategic Support and Assurance
 Tel: 01234 845000

Background Papers: None

Implications (tick ✓):

LEGAL		✓	FINANCIAL	✓
HUMAN RESOURCES		✓	EQUALITY IMPACT	
ENVIRONMENTAL		✓	POLICY	✓
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New	✓		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

1. This paper should be read after our paper on Pilots and Trials to Improve Response.
2. To seek the Authorities view on developing collaboration with EEAST.

RECOMMENDATION:

That the Fire and Rescue Authority, in carrying out their monitoring of the CRMP:

- Consider the benefits, opportunities and risks of developing our support to EEAST and acting in accordance with our service value in Daring to be Different.
-

1. Introduction

- 1.1 We constantly strive to ensure we maximise our resources and deliver value for money. In doing so we also consider the collaborative benefits of working towards common goals with our partners.
- 1.2 This includes supporting EEAST to reduce harm and improve our mutual response standards, thus protecting the safety of citizens and avoiding duplicating efforts where fire has primacy.

2. Background

- 2.1 Bedfordshire Fire and Rescue Service (BFRS) continues to work well in collaboration. Last year During January 2020 EEAST and BFRS agreed to explore how we would approach collaborative working in Bedfordshire. In the short term to develop a falls team using Prevention staff, In the medium term to set up a Bariatric Response from Dunstable station using the Technical Rope Rescue team and finally a longer-term ambition to create Co-responding teams using On-Call staff at some of the more remote locations.
- 2.2 Due to the rural nature of some areas, it is not always possible to get an Ambulance to the patient within the national timeframes, which means patients can be left waiting, sometimes for extended periods of time.
- 2.3 We have during an unprecedented time for the NHS and EEAST been able to achieve everything we set out to do during those first meetings during January 2020, we have been able to demonstrate the social value of the scheme and observe the real difference made to patients across Bedfordshire.
- 2.4 With all this activity BFRS have been able to gain access to otherwise unknown patients, allowing us to carry out our prevention activity more effectively.
- 2.5 We know we can do more with our fleet and estate and we are actively learning from best practice and other emergency services. We are also aware of the need to constantly improve response times and ensure we met our response standards. I in more rural inaccessible locations.

- 2.6 To do this we need to innovate, test new ideas and explore using our resources in ways we have not done before.
- 2.7 At the same time we need to ensure we are not overcommitting our resources and our income reflects the work we do.
3. Developing collaboration with the East of England Ambulance Trust (EEAST)
- 3.1 Members will recall the report on the evaluation of Return on Investment from Collaboration with the East of England Ambulance Service Trust. People in Bedfordshire receive significant social value including health and economic benefits from the collaboration between Bedfordshire Fire and Rescue Service (BFRS) and the East of England Ambulance Service Trust (EEAST). Bedfordshire received the following benefits in 2020-21:
- the return on investment and social value of the Service's support during the pandemic from firefighter secondments into EEAST is £0.448m.
 - the social value of the Service's Falls team in 2020-21 was £1.053 million.
 - bariatric complex patient rescue service has added social value to Bedfordshire of £0.384m.
 - co-responding has added social value to Bedfordshire of £2.244m.
 - effecting entry has added social value to Bedfordshire of £0.960m.
- 3.2 This adds up to a return on investment of £5.09 million in social value, or £7 for every £1 invested. Gross cost to the Service in supporting EEAST is £724,766.55. This was funded through UK government grants.
- 3.3 Our Bariatric rescue arrangements have worked well. We now have an opportunity to mainstream and upscale the response model for BFRS provided by operational staff from Dunstable Station. They use the Technical Rescue Unit (TRU) to respond to emergency incidents involving complex rescues and bariatric patients.
- 3.4 BFRS can now assist with heavy lifting using the TRU and can support our hard-pressed NHS colleagues in rescuing patients from a wider range of scenarios.
- 3.5 In the period between Jan 2019 and Sept 2021 Dunstable Community Fire Station have attended 139 Bariatric Rescues and 376 Ambulance Assists. Bariatric Rescue and Ambulance Assist calls doubled in 2020 compared to 2019. This increase continues and in September 2021 the Station attended 56 Bariatric Rescues and 154 Ambulance Assists.
- 3.6 Other examples of working in collaboration includes the falls partnership. This was developed and refined through the Covid-19 pandemic and delivers a wider community first responder role alongside the falls work, saving more lives and reducing risks to those vulnerable people in our community.
- 3.7 The falls team have responded to 157 calls since their inception. Over 70 patients were treated and left safely in their own homes, releasing an Ambulance which would otherwise have to of conveyed the patient to Hospital.
- 3.8 The knock on of this success is the Ambulance Control room has had more Ambulances available in the County of Bedfordshire available for incidents they might of otherwise not have been.

- 3.9 We have adopted the model of Co-responding based on the model successfully operating in South Coast Ambulance Service (SCAS). BFRS had previous experience of operating Co-responding out of Leighton Buzzard and Biggleswade and a lot was learnt from this experience.
- 3.10 We are now successfully delivering a Co-responding function at three On-Call stations, we have trained 46 Firefighter – Watch Managers with further courses planned and the potential to activate a further two stations. Between 1st May 22021 and 21st November 2021 we responded to 246 incidents. Crews average response time is 9 minutes and the teams normally spend 47 minutes with the patient. Responders have been provided Prevention equipment and where needed can carry out an immediate safe and well check.
- 3.11 Whilst all this good work is saving lives and helping people stay safe in their homes, we need to find a more sustainable funding model for this work.

4. Next Steps

- 4.1 Our timetable is as follows:

Action	By when	By
Consult with EEAST to consider what areas of operational deployment are reliant on collaboration	February 22	HOR
Consult with stakeholders to explore a more sustainable funding model for collaborative work with EEAST – to include options for all 6 regional services	April 22	DCFO
Consider the need to create a project team to deliver any tangible improvements to service delivery for both organisations	August 22	HOR

Chris Bigland
Deputy Chief Fire Officer

REPORT AUTHOR: HEAD OF STRATEGIC SUPPORT AND ASSURANCE
SUBJECT: COMMUNITY RISK MANAGEMENT PLAN DRAFT 2022-23 ANNUAL ACTION PLAN INCLUDING CRMP AND BUDGET CONSULTATION

For further information on this Report contact: Steven Frank
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Background Papers: None

Implications (tick ✓):

LEGAL		✓	FINANCIAL	✓
HUMAN RESOURCES		✓	EQUALITY IMPACT	
ENVIRONMENTAL		✓	POLICY	✓
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New	✓		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To give the Fire and Rescue Authority the opportunity to comment on the development and application of CRMP action planning, identify any gaps or duplication; and approve a set of consultation questions to be launched imminently.

RECOMMENDATION:

1. To review and approve:
 - the progress in developing the Authority's Corporate Action Plan forming year 4 of the 2019-23 Community Risk Management Plan (CRMP).
 - proposals for public consultation on the Authority's 2022-23 Budget and the Corporate Action Plan forming year 4 of the 2019-23 Community Risk Management Plan (CRMP).
-

1. Introduction

- 1.1 Our CRMP fulfils our obligations under the UK Government's Fire and Rescue Service National Framework 2018.
- 1.2 First published in April 2019 and covering the four years from 2019/20 - 2022/23, our CRMP sets out how we at Bedfordshire Fire and Rescue Service (BFRS) intend to focus our resources to help deliver on our mission to 'provide outstanding fire and rescue services that help make Bedfordshire safer'.
- 1.3 For us, delivering on our CRMP means focusing on the following six aims:
 - PREVENTING fires and other emergencies from happening.
 - PROTECTING people and property when fires happen.
 - RESPONDING to fires and other emergencies promptly and effectively.
 - EMPOWERING our people as we work together to make Bedfordshire safer.
 - UTILISING our assets and resources efficiently and effectively.
 - MAXIMISING use of data and digital solutions to drive improvements

- 1.4 We included 30 actions in our Year 3 action plan for 2021- 22
- 1.5 The Year 4 action plan includes a small number of new actions and a consolidation of actions carried over from Year 3 2021-22. This year we have 23 actions but some of these are amalgamations of others.
2. Background
 - 2.1 Draft consultation questions were presented to Members for comment at their Combined Member Development Day on 23 November 2021.
 - 2.2 The CRMP was discussed by Corporate Management Team (CMT) on 27th October and 10th November, and in considered in detail at the CMT Away Day on 3rd November 2021.
 - 2.3 At the same time we asked each head of service for a top 5 actions for each service area to be considered by 3rd November. This resulted in the identification of 63 actions.
 - 2.4 A review of outstanding CRMP actions finds 96 actions were started, ongoing or planned in 2021-22. This is the highest number of actions ever considered. At 1st November the Authority had 39 actions outstanding and on 3rd November we consolidated and rationalised these.
 - 2.5 Our approach this year is to:
 - Consolidate current actions and rationalise into a more realistic and deliverable package of activity.
 - Consider our mission critical and transformational activities, for example the Emergency Cover Review.
 - Integrate findings from our recent Horizon Scanning exercise from the summer 2021.
 - Review the current CRMP to help plan for the all-new 2023-26 CRMP. This exercise was completed on 8th November.
 - Get ready for integrated budget and CRMP action plan public consultation from December 2021 to January 2022.
 - **Appendix 1** contains our current thinking on the 2022-23 CRMP action plan
3. 2022-23 CRMP Action Plan highlights
 - 3.1 Highlights include:
 - A number of actions relate to embedding, mainstreaming, continuing and integrating what we already do. See actions 2, 4, 5 and 6.

- Mission critical actions based on CMT discussions are highlighted in **yellow**. Two of these mission critical actions relate to Aim 5: Utilising Our Assets and Resources Efficiently and Effectively.
- Current 2021-22 CRMP actions are highlighted, as is HMICFRS areas for improvement/weaker areas.
- Action 16 has been developed from our Horizon Scanning workshops and is in line with our local councils and other leading Fire and Rescue Authorities and is: We will develop community resilience.
- Action 22 is derived from the Horizon Scanning workshops. The action is to: Create an accurate baseline of energy and water use, waste, and travel so we can reduce our carbon footprint.

4. CRMP and budget consultation

- 4.1 Last year we combined the budget and Community Risk Management Plan (CRMP) action plan consultation process. We intend to do the same this year and ask broader questions giving respondents space to express themselves more freely.
- 4.2 Key features of this year's consultation are about consolidating our learning, plan better, and reach out to more communities and as a result be more proactive and inclusive.
- 4.3 Last year we asked:
- 1) The Fire and Rescue Authority is currently considering a council tax increase of 1.99% for a Band D house. Do you support an increase of below 2%? This would increase the Band D charge for the Fire & Rescue Service from £100.41 to £102.41.
 Yes No
 - 2) The council tax referendum cap/limit for next year is 2%. If this cap is increased in 2022 or a future year above the current limit of 2%, or we are permitted to have up to a financial limit increase (e.g. £5), would you support an increase of more than 2% for a Band D property, to protect and invest in your local Fire & Rescue Service?
 Yes No
 - 3) Are there any other savings, efficiencies, income generation or areas of collaboration that you would suggest should be looked into further?
 - 4) Our CRMP Annual Action Plan for 2021/22 (pages 6-11) sets out the key deliverables underpinning our 6 strategic aims we propose to focus our efforts on delivering over 2021/22.
 - a. Do you agree delivering on these actions will help us achieve our Mission to provide outstanding fire & rescue services that help make Bedfordshire Safer?

Yes No Unsure

b. Is there anything you feel could improve our proposals for 2021/22?

4.4 Our approach this year is to:

- Get better at consolidating our learning, plan ahead better, and reach out to more communities and as a result be more proactive and inclusive.
- Consolidate current and rationalised CRMP actions into a more realistic and deliverable package of activity.
- Consider our mission critical and transformational activities, for example the Emergency Cover Review.
- Integrate findings from our recent Horizon Scanning exercise.
- Review the current CRMP to help plan for the all-new 2023-26 CRMP. This exercise was completed on 8th November.

4.5 Our review of national guidance and noteworthy practice includes:

- [National Fire Chiefs Council CRMP Guidance](#)
- [Home Office Consultation Principles](#)
- [Build back local: Building back better | Local Government Association](#)

4.6 Common principles of all three documents include:

- Consultations should be informative and be written in plain language.
- Consultations are only part of a process of engagement.
- Consultations should last for a proportionate amount of time.
- Consultations should be targeted.
- Consultations should not be leading nor give few options for comment.
- Consult stakeholders in a way that suits them.

4.7 Other fire and rescue services are consulting on their 2022-23 proposals. We examined proposals by:

- Nottinghamshire Fire and Rescue Authority. See [Launch of our CRMP consultation \(notts-fire.gov.uk\)](#)
- Gloucestershire Fire and Rescue Service. See Have Your Say Gloucestershire [Have Your Say Gloucestershire](#) and
- Oxfordshire Fire and Rescue Service. See [Let's Talk About Your Fire and Rescue Service](#)

4.8 The consultations above all refer to recent Fire Cover Reviews. All new CRMP action plans project a much more inclusive, outward focused and community centred approach.

4.9 Survey consultations do not give an option for Unsure or Don't Know.

- 4.10 However, these consultations are very lengthy, technical and very detailed and whilst they may provide a rich source of information, they may not be giving consultees enough freedom and space to respond.
- 4.11 Changes this year include:
- A review and consolidation of what we have learnt from previous years and recent community engagement activity.
 - A longer-term focus and consideration of our service value to: Make Every Contact Count.
 - More open text questions asking about investment priorities and what the long-term future of the service could look like.
 - More face to face engagement with community groups and representatives of vulnerable communities.
 - Feedback on our website about what changed as a result of consultation in the form of You Said We Did.
- 4.12 Proposed Consultation Questions for 2022-23 are:
- 1) The Fire and Rescue Authority is currently considering a council tax increase of 1.99% for a Band D house. Do you support an increase of below 2%? This would increase the Band D charge for the Fire & Rescue Service from £102.41 to £104.45.
- Yes No
- 2) If in another year the council tax referendum cap is increased above the current 2%, or we are permitted to have up to a £5 increase, would you support an increase of up to £5 for a Band D property to protect and invest in your local Fire & Rescue Service?
- Yes No (Free Text Area)
- 3) Are there any other savings, efficiencies or areas of collaboration that you would suggest should be looked into further? By way of background, we already share some of our estate with the Police and Ambulance Services. We have a shared IT service with Cambridgeshire Fire and Rescue, work with our local Clinical Commission Group (CCG) and collaborate on procurements.
- Yes No (Free Text Area)
- 4) Do you support us prioritising investment in our property based on changes to housing, economic and social change, and the impact of Covid-19 on how we work?

Yes No Free Text Area

- 5) We are planning to run a series of tests to see if we can maximise our resources and see if we have existing fire station in the best locations to deal with changes to community risks following the covid pandemic. For example, we will examine the impact on response standards of mobilising an additional fire engine from different locations and also temporarily basing an existing fire appliance in a different location. These are time-limited pilot activities to gather data and underpin our modelling before making more permanent proposals and we will consider a range of factors. Do you support us in innovating with our fleet and testing different ideas?

Yes No (Free Text Area)

- 6) What should our investment priorities include?

(Free Text Area)

- 7) What should Bedfordshire Fire and Rescue Service look like in 2050?

(Free Text Area)

5. Next Steps

5.1 Our timetable is as follows:

Action	By when	By
Examine and consolidate what we know already about what the public and stakeholders are telling us.	15 th December 2021	HSSA
Develop a list of partners we wish to engage with and consider which ones we want to talk to in more detail. We will work with our local authority partners on this to avoid duplication and consultation fatigue.	15 th December 2021	HSSA
Consider any FRA comments	15 th December 2021	HSSA
UK Government Comprehensive Spending Review (CSR) confirmation	End of December 2021	ACO
Launch 4-week consultation	20 th December 2021	HSSA

carry out any face to face meetings with partners, and with representatives of people with protected characteristics	14 th January 2022	HSSA
Update FRA Executive Committee	20 th January 2022	
Evaluate consultation	28 th January 2022	ACO
Set budget and CRMP Action Plan for 2022-23	10 th February 2022	ACO
Publish Budget and CRMP Action Plan	10 th February 2022	HSSA

Appendix 1 - Emerging shortlist for Community Risk Management Plan Objectives for 2022-23

Aim 1: PREVENTING FIRES AND OTHER EMERGENCIES FROM HAPPENING	
What we want to do	Why we want to do it
<p>1. We will develop a more comprehensive profile of risk in our service area by:</p> <ul style="list-style-type: none"> Revising and updating our Community Risk Analysis (CRA) document that assesses the evolving risks within Bedfordshire, ensuring it captures the impacts of the Covid19 pandemic; (current CRMP action 73) Engaging better with our local communities and find out what risks they face; (HMICFRS AFI 1) (CRMP action 79) developing a customer insight tool which will give us a refreshed analysis of the population of Bedfordshire's at-risk groups; (CRMP Action 45) Ensuring firefighters have vital information about buildings and other installations available to them when they need it. (CRMP action 52) 	<p><i>We will identify and assess the full range of foreseeable fire and rescue risks our community faces. As a result, we will continue to target our fire prevention and protection activities to those who are at greatest risk from fire and make sure fire safety legislation is being enforced.</i></p>

This will allow us to target our prevention work at people most at risk (HMICFRS AFI 2)	
2. Embed our new paperless Safe and Well system in line with the latest national guidance on the person-centred approach to home fire safety visits.	<i>Our new paperless system represents a step change in how we manage our resources effectively and target them most at risk. Our station productivity assessment finds we need to more to reduce the administrative burden on our front line staff. Our new paperless Safe and Well system is an excellent way of doing this. At the same time, we need can satisfy ourselves we are looking at the right things when our staff do their visits.</i>
3. Improve quality assurance processes for safe and well activity to ensure that prevention work is effectively targeted, prioritised and delivered to the highest standards. (HMICFRS AFI 3)	<i>Our Safe and Well Visits are reducing risks from fire, falls, alcohol, crime, bad weather and other health problems. By understanding the impact of our work to gain a better insight into what works well and why will enable us to demonstrate impact and in ensuring we maximise our resources.</i>
4. Continue to improve our evaluation of prevention and activity in line with the latest national guidance in order to ensure our approach is effective in reducing risk in the community. (includes HMICFRS AFI 5)	<i>We need to demonstrate we are working in line with national good practice.</i>
AIM 2: PROTECTING PEOPLE AND PROPERTY WHEN FIRES HAPPEN	
What we want to do	Why we want to do it
5. Continue to develop more efficient and effective processes to administer and oversee our risk-based inspection programme. This includes maintaining our investment in reviewing & refining our risk-based building inspection programme in line with the latest national guidance. HMICFRS AFI 4) and (CRMP action 78 and 81)	<i>To maximise the positive impact on our communities, in particular the business community and make the best use of our resources. To embed our fire safety management IT system, refining our databases to improve intelligence of premises.</i>
6. Continue to improve quality assurance processes in order to ensure that protection work is consistently carried out to the highest standards.	<i>Our risk-based inspection programme is reducing risks and supporting the economic wellbeing of our communities. By understanding the impact of our work to gain a better insight into</i>

	<i>what works well and why will enable us to demonstrate impact and in ensuring we maximise our resources.</i>
<p>7. Continue to refine our processes for effectively targeting protection activity towards higher risk premises in line with the latest national guidance. This includes developing an enforcement plan.</p> <p>(HMICFRS AFI 6)</p>	<p><i>We need to demonstrate we are working in line with national good practice. We have implemented a new fire safety management system and imported over 20,000 premises records onto the system. We need to continue to develop the functionality of the system so that we can efficiently manage our risk-based inspection programme & ensure that we hold up to date and accurate information on those premises in Bedfordshire to which the Regulatory Reform Order applies.</i></p>
<p>8. Continue to invest in improving our protection capability and developing the competence of those undertaking protection work. this includes expanding our specialist Protection team & introduce different ways of working to attract, retain and train staff.</p> <p>(CRMP action 79 and 80)</p>	<p><i>Expand the skills and capabilities of our specialist Protection team and introduce different ways of working to attract and retain more operational staff to support the new Fire and Building Safety legislation. following the Grenfell Tower tragedy new legislation is being introduced to improve building safety. The Government has also provided funding to support improvements in our fire safety capability. To ensure that buildings in Bedfordshire are safe we need to both increase our capacity to deliver fire safety enforcement work & ensure those carrying out this work are qualified in line with the new national competency framework.</i></p>
AIM 3: RESPONDING TO FIRES AND OTHER EMERGENCIES PROMPTLY AND EFFECTIVELY	
What we want to do	Why we want to do it
<p>9. Improve On-Call availability including:</p> <ul style="list-style-type: none"> • rebooting the oncall project to include a wider scope, examine parity of pay and reward, and get to the heart of the issues; (CRMP action 85) • ensuring it is using our on-call crews effectively to respond to incidents based on risk; (HMICFRS AFI 7) • empowering more autonomy and decision making to on-call station; and • involve our oncall staff in finding solutions. 	<p><i>Many of our fire appliances are crewed by 'On-Call' firefighters who live or work close to their local fire station. Like many other fire and rescue services, we find it challenging to recruit & retain people so need to develop new innovative ways of working to improve the availability of our On-Call appliances.</i></p>

<p>10. We will use the outcomes from our emergency cover review, develop options for improving our emergency response cover to meet current and future risks and demand. This will include our reviews of</p> <ul style="list-style-type: none"> • Productivity (HMICFRS AFI 10) • Estates and property; (CRMP action 96 and 97) • Flexible Duty System (CRMP 88) • specification and capability of our standard fire appliances. (CRMP action 86) • Specialist appliances; (CRMP action 87) • Finance; and • Risk and Workload Modelling (CRMP action 54) 	<p><i>We will develop our planning process by using a simulation model of our service to predict the impacts of potential changes. This enables us to ensure that we have the right resources in the right places at the right times to respond effectively and efficiently. Some of the questions this will address include:</i></p> <ul style="list-style-type: none"> • <i>Where is the optimal location for a station?</i> • <i>What is the ideal balance between on-call and wholetime resources?</i> • <i>How will housing or infrastructure changes affect response?</i>
<p>11. Step up the implementation of National Operational Guidance including the integration of regional product packs as hosted on UKFRS.</p>	<p><i>We will continue to adapt, integrate and rationalise operational policy in line with appropriate national guidance.</i></p>
<p>11. Lead the development of & embed an effective multi-agency information cell (MAIC) & command support capability within the Bedfordshire Local Resilience Forum (LRF) to support the response to major emergencies. (CRMP action 89)</p>	<p><i>A multi-agency information cell (MAIC) will not need to be established at the start of every incident involving a tactical and strategic co-ordinating group, but the multi-agency response to complex and/or protracted incidents should be supported with a multi-agency information cell (MAIC). The multi-agency information cell (MAIC) may come together in either a physical, co-located form, or in a virtual form.</i></p>
<p>AIM 4: EMPOWERING OUR PEOPLE AS WE WORK TOGETHER TO MAKE BEDFORDSHIRE SAFER</p>	
<p>What we want to do</p>	<p>Why we want to do it</p>
<p>13. We will ensure safe systems of work and empower our staff by:</p> <ul style="list-style-type: none"> • developing the contaminants project through the contaminants working group; and • delivering our new Tactical Firefighting training programme for Breathing Apparatus use and maintenance. 	<p><i>To further develop our safety critical training and ensure we are up to date with the latest techniques whilst following National Operational Guidance and best practice</i></p> <p><i>With research indicating an emerging risk to firefighters and to the Organisation, provide strategic direction and ownership for the reduction of risk associated with exposure to fire effluents and the work streams identified through the CWG.</i></p>

<p>14. We will recruit, develop and retain the most talented people by integrating and mainstreaming all new HR policies (CRMP action 59) and practices including:</p> <ul style="list-style-type: none"> • health surveillance for operational staff; • disciplinary procedures; (CRMP action 28) • integrating learning from the covid-19 pandemic; (CRMP action 91) • the identification, development, reward and support to all high potential staff across the organisation; (HMICFRS AFI 14) (CRMP action 92) • mental health awareness programmes for managers to support their staff; and (CRMP action 90) • the results of our benefits and recognition survey to ensure it reflects what our workforce finds valuable to enable us to. 	<p><i>Our workforce is truly our biggest asset, so it is important we look after them. Staff will be encouraged to get involved in developing and using health surveillance because it is only effective with their co-operation. Workplaces where employees are involved in taking decisions about health and safety are safer and healthier. Collaboration with staff on health surveillance will help all of us manage the workforce in a practical way by spotting workplace risks, finding practical solutions, and increasing the level of commitment to health surveillance and control measure.</i></p> <p><i>To expand & promote the range of mental & physical well-being support services we provide for our staff.</i></p> <p><i>To embed the learning from how we adapted our approach to recruitment & selection during the Covid19 pandemic, devising a new recruitment marketing strategy for promoting BFRS as an Employer of Choice within our diverse communities.</i></p>
<p>15. We will facilitate open and safe conversations with staff and Members to understand, influence behaviour and embed equality, diversity and inclusion. innovative approaches such as inclusive staff forums will be further developed (CRMP action 93). Supporting those with neurodiversity challenges is a high priority.</p> <p>We will use any feedback and insight to develop more robust processes to undertake equality impact assessments. (HMICFRS AFI 13)</p>	<p><i>The definition of neurodivergence is broad and within the range of conditions covered there is huge variation in the impact of any one of them on daily life. For example, people with autism can have increased memory ability and other specialist individual skills, including reading, drawing, music and computation, while people with dyslexia can have strong practical skills, visual-spatial skills and storytelling ability. However, individuals with neurodivergent conditions may experience difficulties with language and speech, motor skills, behaviour, memory, learning and other neurological functions.</i></p> <p><i>Alongside the need for signposting more formal support and training, people with neurodiversity challenges can make a powerful plea for their managers to make full use of their ‘soft skills’ – listening, empathy and compassion. By managers routinely listening to staff and knowing where to find help and support for colleagues, many immediate needs could be understood and met.</i></p>

<p>16. We will develop community resilience by:</p> <ul style="list-style-type: none"> Expanding our Volunteer Scheme to improve engagement with communities and increase our capacity to deliver our prevention activities. (CRMP action 75) . 	<p>We believe recruiting volunteers to work alongside our staff can help us reach out to and better reflect the diverse communities we serve, helping improve the quality of our services and target people who live in circumstances that make them vulnerable.</p> <p>Our Horizon Scanning workshops from July 2021 identified community resilience as a key future risk and opportunity to support communities to help themselves and take more responsibility for their own safety.</p>
AIM 5: UTILISING OUR ASSETS AND RESOURCES EFFICIENTLY AND EFFECTIVELY	
What we want to do	Why we want to do it
<p>17. Update and develop our policy on fleet, its management and its maintenance including effective consideration of:</p> <ul style="list-style-type: none"> Government announcements banning the sale of petrol and diesel cars from 2030; (CRMP action 98) a set of Key performance indicators to measure our response, repair and fleet effectiveness; fleet and asset management tracking (CRMP action 33); vehicle MDT and CCTV systems to enable remote viewing and downloading of data; and (CRMP action 100) regular review and evaluation to maximise potential efficiencies (HMICFRS AFI 12) 	<p><i>We need to demonstrate we have the right fleet and equipment in the right place with the right capabilities that suit local risks. This includes developing a replacement plan and supporting project team for type B and other Fire appliances based on the completed review of specialist appliances and equipment.</i></p> <p><i>In addition to our standard fire appliances, we maintain a range of specialist appliances and equipment across Bedfordshire including aerial ladder platforms, water carriers and heavy rescue & water rescue boats. We intend to review the disposition and capabilities of these specialist appliances to ensure they continue to meet the risks & demand within Bedfordshire.</i></p> <p><i>We need to monitor our performance and response to vehicle and equipment defects ensuring that we reduce the time that vehicles and equipment is unavailable.</i></p>
<p>18. our procurement staff will work with local and regional colleagues to support our strategic aims by procuring:</p> <ul style="list-style-type: none"> new Breathing Apparatus sets and associated equipment including exploring telemetry technology; an electronic Appraisal system; and a website that supports Transparency and have excellent site navigation, showcase our new brand identity, and be accessible to all members of the community. 	<p><i>To improve Firefighter safety by introducing new telemetry technology and BA sets that are both innovative and improved. The Team's role is to support and facilitate the organisation to achieve its objectives and deliver the best service they can to the local community.</i></p> <p><i>A good website is the shop window to the service and should tell people about what we do and help support people keep themselves safe. BFRS is also completing a rebranding that gives a fresher, more</i></p>

	<p><i>modern, and engaging image. With BFRS is also taking a leading role on the NFCC Digital workstream and will need to demonstrate we are practicing what we are preaching.</i></p>
<p>19. We will ensure operation resilience by conducting effective reviews and evaluation of:</p> <ul style="list-style-type: none"> • Emergency Cover including integrating the results of our reviews of specialist appliances, estates, oncall shift systems, and station productivity; • Oxygen therapy equipment; • Technical support unit; and • technological advancements in hydraulic rescue equipment protective equipment requirements for Water First Responder and Water Technicians; and • Business Continuity Arrangements so that the Service is resilient and aligned to ISO 22301. (HMICFRS AFI 9) 	<p><i>To improve our capabilities at Road traffic collision and ensuring that we can resolve incidents as quickly and safely as possible. To support partners and seek efficiency savings through collaborative working with EEAST</i></p> <p><i>To ensure that the service capability for dealing with complex patient incidents remains functional, effective and in line with EEAST.</i></p> <p><i>To enhance firefighter safety and our rescue capability for water incidents</i></p> <p><i>To ensure that we comply with our duties under the Civil Contingencies Act and following feedback from HMICFRS. Serious reputational risk if our BC arrangements are found to be inadequate. It is a requirement of the Civil Contingencies Act 2004 and the Fire and Rescue Services Act 2004 that Fire and Rescue Services (FRS) have appropriate business continuity arrangements in place, so that a required level of response can always be maintained.</i></p> <p><i>The main principles of business continuity are in identifying critical activities and any threats to them, developing a plan which sets out how the Authority will maintain services, and to train staff and exercise plans, so the Authority can be</i></p> <p><i>confident planning arrangements will work. Effective business continuity should be</i></p> <p><i>embedded into organisations so that its application becomes second nature to staff</i></p>
<p>20. We will ensure financial resilience, anticipate potential funding pressures arising from the Covid19 pandemic and the 2021 Comprehensive Spending Review, by identifying a range of potential efficiency options to maintain front line services. As a result, we will continue to develop our medium-term financial plan and supporting elements. (CRMP action 99)</p>	<p><i>To ensure we can deal with new funding pressures, afford bids, and maintain financial resilience in the longer term. determining financial resilience is not an exact science but what we do know is that fire and rescue services need a sound strategic approach to inform decision-making.</i></p> <p><i>To ensure that there is a robust, balanced, medium term financial plan with efficiency options, appropriate reserves & an Authority</i></p>

	<p><i>that is providing value for money.</i></p> <p><i>In anticipation of potential funding pressures arising from the Covid19 pandemic & the 2021 Comprehensive Spending Review, identify a range of potential efficiency options to maintain front line services.</i></p>
<p>21. BFRS will continue to explore collaboration opportunities with other public sector partners with the aim of driving value for money, promoting sustainable services and improving outcomes for the community of Bedfordshire. This includes exploring collaborations on:</p> <ul style="list-style-type: none"> • Joint vehicle workshops; • expanding the successful Falls Team pilot established in January 2020. (CRMP action 77); • joint fire investigation teams for the Bedfordshire, Cambridgeshire and Hertfordshire area in collaboration with Police, Cambridgeshire and Hertfordshire FRS 	<p><i>By working collaboratively, we can share information and expertise and in doing so maximise our resources. Emergency Services have a strong track record of working together in immediate emergency situations. However, communities are changing and the impact of the Covid-19 pandemic on communities is significant. We need to be more agile and smarter in spotting these changes. In addition, we must navigate a complex partnership landscape and a clearer strategic approach will help us understand how our communities are changing and identify any gaps in community engagement. As a result, we can work with any new partnerships that might help us deliver services better.</i></p>
<p>22. Create an accurate baseline of energy and water use, waste, and travel so we can reduce our carbon footprint and</p>	<p><i>We see a clear public interest in reducing carbon emissions. Our Horizon Scanning workshops from July 2021 identified the environment as a key future risk and opportunity to reduce carbon emissions. This baseline should identify the sources of the Service's emissions such as consumption from energy, fuel and water and establishes a baseline target derived from year 2021/22 against which progress will be measured. It should set out the Service's approach towards carbon management and climate change mitigation and will form a key part of the Service's Environmental Management System and identifies key actions to take in order to meet carbon emission targets.</i></p>
AIM 6: MAXIMISING USE OF DATA AND DIGITAL SOLUTIONS TO DRIVE IMPROVEMENT	
What we want to do	Why we want to do it
<p>23. Embed new ways of working in the organisation to improve efficiency and effectiveness including:</p>	<p><i>We need to make it as easy as possible to work effectively. To ensure that we consider the demand for remote working and to seek opportunities for efficiencies and productivity gains.</i></p>

<ul style="list-style-type: none"> • increasing the number of E-forms, improving Business Process Automation, and reducing system duplication; • Identifying new & innovative ways for delivering training utilising virtual and augmented reality technology, which will enable us to deliver immersive training in a COVID secure way; (CRMP action 102) • integrating risk management, benefits realisation, and resourcing requirements into complex ICT projects to assure ourselves our ICT systems are resilient, reliable, accurate and accessible; (HMICFRS AFI 11) • Introducing more effective telephony and voice communication technology throughout the organisation; and • Strengthening our Customer Relationship Management (CRM) capability to better manage our interactions with the public and partners (CRMP action 69) 	
<p>24. We will support our operational staff more effectively by delivering new technological capabilities including:</p> <ul style="list-style-type: none"> • new operational debrief software to improve the way in which we record the outcomes of operational debriefs and capture the learning. • new digital fire ground communications to increase Fire Fighter safety 	<p><i>To ensure that the learning outcomes from operational debriefs are captured and recorded in the most effective manner, in order to assist in developing new operational policies, equipment, audit processes and improving firefighter safety.</i></p> <p><i>To improve Firefighter safety by enhancing the communications on the fire ground, ensuring that messages are exchanged seamlessly and constantly received.</i></p>
<p>25. Continue to develop our virtual training capability in order to provide command simulation scenarios for all operational commanders as realistic as possible.</p>	<p><i>To explore new ways of delivering training to adopt new and innovative ways of working.</i></p>
<p>26. Integrate and fully utilise the Business Management Information System (BMIS) across the organisation and use it as a tool to support transformational change. (CRMP action 103)</p>	<p><i>BMIS represents a step change in how we understand and manage performance and will assist in improving accountability and in supporting new ways of working. BMIS has been an important investment by the Service, and we need to develop the internal capacity to support its integration.</i></p>

	<i>Further strengthen our data insight & analysis capabilities through the introduction of an updated business management information system.</i>
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STEVEN FRANK
HEAD OF STRATEGIC SUPPORT AND ASSURANCE

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For Publication

Bedfordshire Fire and Rescue Authority
14 December 2021

REPORT AUTHOR: MONITORING OFFICER
SUBJECT: CALENDAR OF MEETINGS 2022/23

For further information on this report contact: Nicky Upton
Service Assurance Manager

Background Papers: None

Implications (tick ✓):

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To consider a calendar of meeting dates for the Fire Authority in 2022/23.

RECOMMENDATION:

That, the submitted provisional calendar of dates for meetings of the Fire and Rescue Authority and its associated Committees for the forthcoming year be approved.

1. Calendar of Meetings 2022/23

- 1.1 A calendar for all meetings of the Authority for 2022/23 of the full Fire and Rescue Authority, including meetings of committees, is submitted for Members' consideration.
- 1.2 The constituent Councils were contacted in the preparation of the proposed programme of meetings and their meetings were taken into account where available; this means the June FRA Annual Meeting; the September Executive Committee and the January Budget Workshop have been scheduled for the afternoon.
- 1.3 A programme of regular Members' visits to Fire Stations will be put in place, in due course, by the CFOs Strategic Staff Officer.
- 1.4 Four Member Development Days, one of which will again be combined with a Budget Workshop, along with a second Budget Workshop, has been included:

Member Development	7 July 2022, 22 November 2022, 23 February 2023
Combined Member Development & Budget Workshop	6 October 2022
Budget Workshop	25 January 2023

JOHN ATKINSON
MONITORING OFFICER

FRA MEETING CALENDAR 2022/23

Public Meetings noted in bold type

May 2022		
FRA Executive Committee Meeting	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	26 May 2022 (10:00)
June 2022		
FRA Meeting (AGM)	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	07 June 2022 (14:00)
FRA Executive Committee Meeting (Portfolio holder appointments)	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	22 June 2022 (10:00)
July 2022		
Members' Development Day (1)	Hybrid: Dunstable Community Fire Station, Lecture Theatre / MS Teams	7 July 2022 (10:00)
Audit and Standards Committee	TBC: Fire and Rescue Service Headquarters, Conference Room / MS Teams	14 July 2022 (10:00)
FRA	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	20 July 2022 (10:00)
September 2022		
Awards Evening	TBC	TBC
FRA Executive Committee Meeting	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	8 September 2022 (14:00)

BEDFORDSHIRE FIRE AND RESCUE AUTHORITY
 Contact: Nicky Upton 07768 560590 democratic.services@bedsfire.gov.uk

FRA MEETING CALENDAR 2022/23

FRA	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	14 September 2022 (10:00)
Audit and Standards Committee	TBC: Fire and Rescue Service Headquarters, Conference Room / MS Teams	29 September 2022 (10:00)
October 2022		
Combined Members' Development Day (2) / Budget Workshop (1)	Hybrid: Dunstable Community Fire Station, Lecture Theatre / MS Teams	6 October 2022 (09:30)
CFA Conference	TBC	TBC
FRA Executive Committee Meeting	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	12 October 2022 (10:00)
November 2022		
FRA	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	2 Nov 2022 (10:00)
Members' Development Day (3)	Hybrid: Dunstable Community Fire Station, Lecture Theatre / MS Teams	22 November 2022 (10:00)
AFSA Conference	AFSA	TBC
December 2022		
FRA Executive Committee Meeting	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	1 December 2022 (10:00)

FRA MEETING CALENDAR 2022/23

Audit and Standards Committee	TBC: Fire and Rescue Service Headquarters, Conference Room / MS Teams	8 December 2022 (10:00)
FRA (Draft Budget)	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	14 Dec 2022 (10:00)
Christmas Service	Woburn	TBC
January 2023		
FRA Executive Committee Meeting	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	18 January 2023 (10:00)
Budget Workshop (no 2)	Hybrid: Dunstable Community Fire Station, Lecture Theatre / MS Teams	25 January 2023 (14:00)
February 2023		
FRA (Budget)	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	2 February 2023 (10:00)
Members' Development Day (4)	Hybrid: Dunstable Community Fire Station, Lecture Theatre / MS Teams	23 February 2023 (10:00)
March 2023		
Audit and Standards Committee	TBC: Fire and Rescue Service Headquarters, Conference Room / MS Teams	1 March 2023 (10:00)
LGA Fire Conference	TBC	TBC

FRA MEETING CALENDAR 2022/23

FRA Executive Committee Meeting	Fire and Rescue Service Headquarters, Conference Room (MS Teams available)	16 March 2023 (10:00)
FRA	Dunstable Community Fire Station, Lecture Theatre (MS Teams available)	30 March 2023 (10:00)
April 2023		
<i>NO MEETINGS IN APRIL PRIOR TO LOCAL ELECTIONS</i>		



Bedfordshire Fire and Rescue Service

For publication

14 December 2021

Bedfordshire Fire and Rescue Authority

Information Bulletin

Q2 July - September 2021



Personnel

Statistics Covering Period July to September 2021

Wholetime Uniformed Staff:

Strength as at 30 June 2021 : 285
(Including 3 Gold Book)

Firefighters on the Retained Duty System:

Strength : 152 (43 secondary retained)
(Includes whole time retained)

Appointments:

Whole time Duty System : 0
Retained Duty System : 12
Support Staff : 5

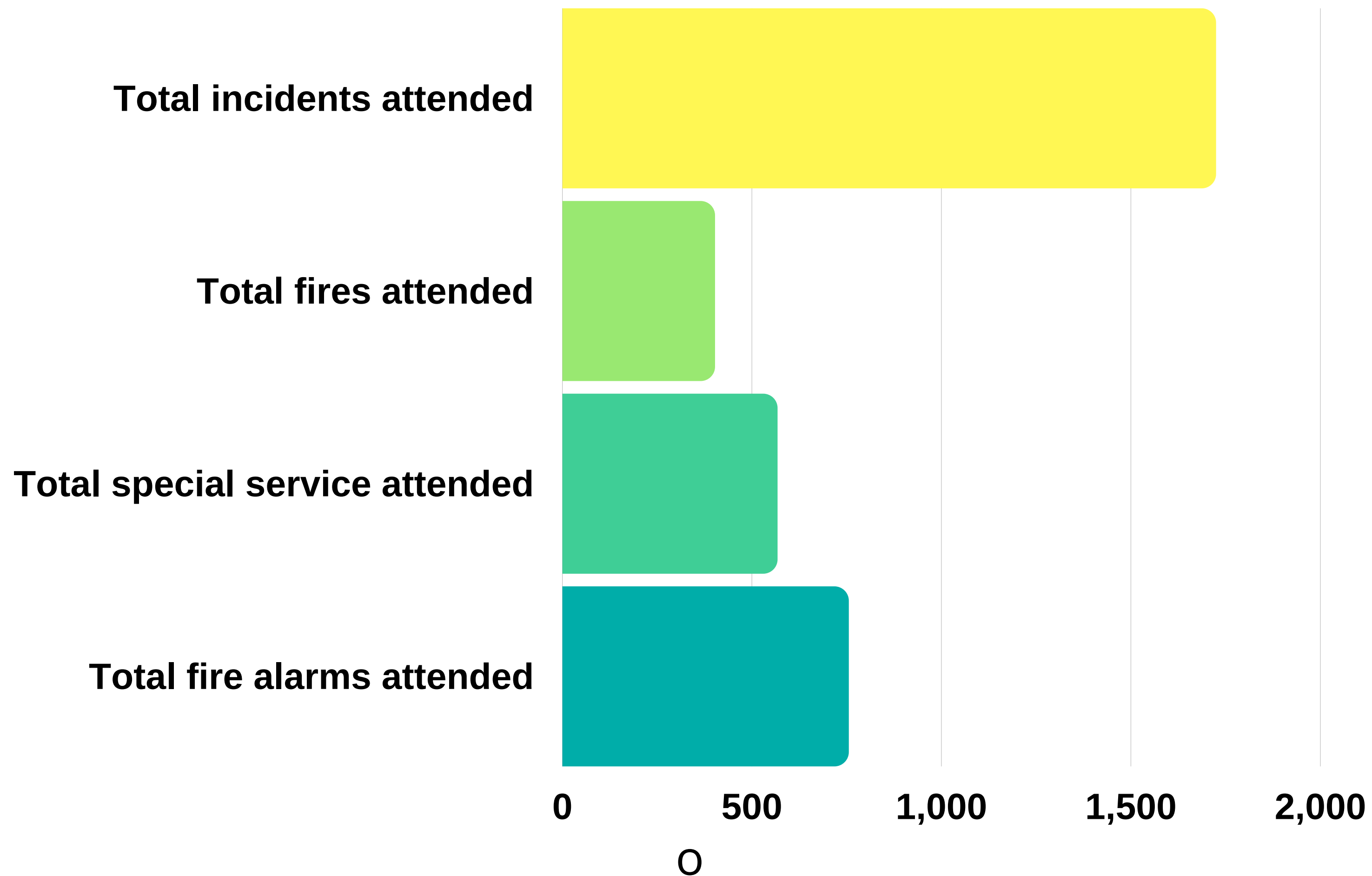
Leavers:

Whole time : 6
Retained : 3
Support Staff : 5



Operations

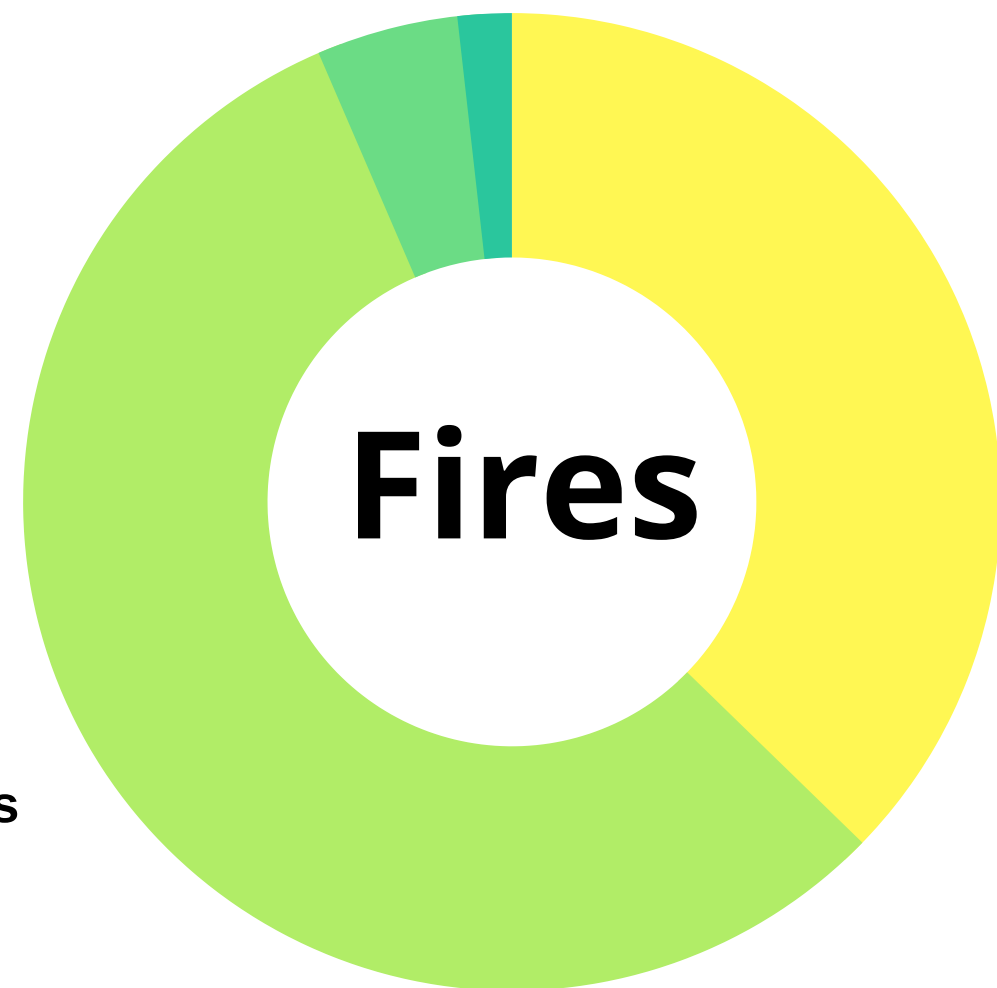
Statistics for the Period July to September 2021





Operations (breakdown)

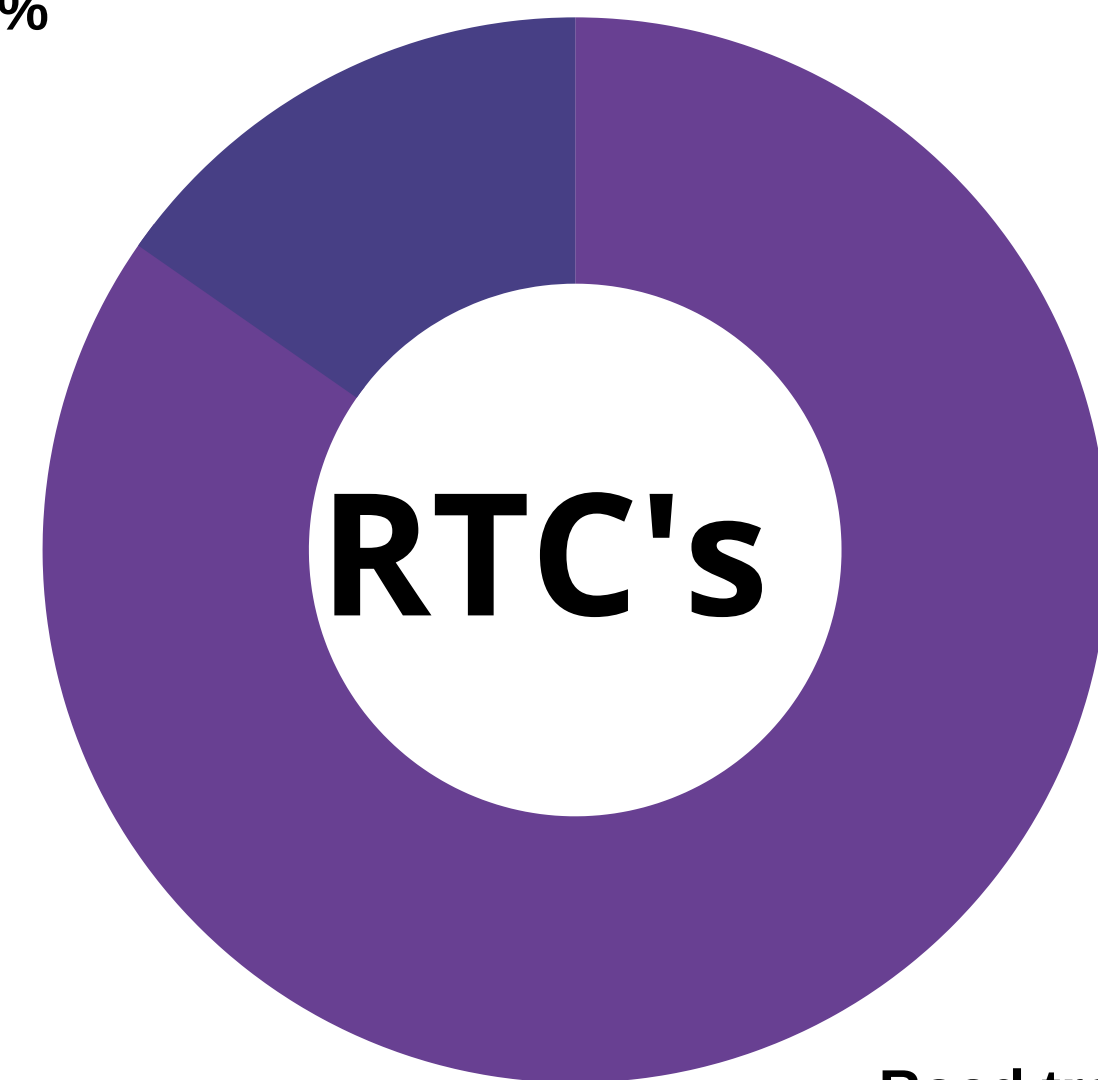
Non domestic property fires
4.7%



Accidental dwelling fires
56.3%

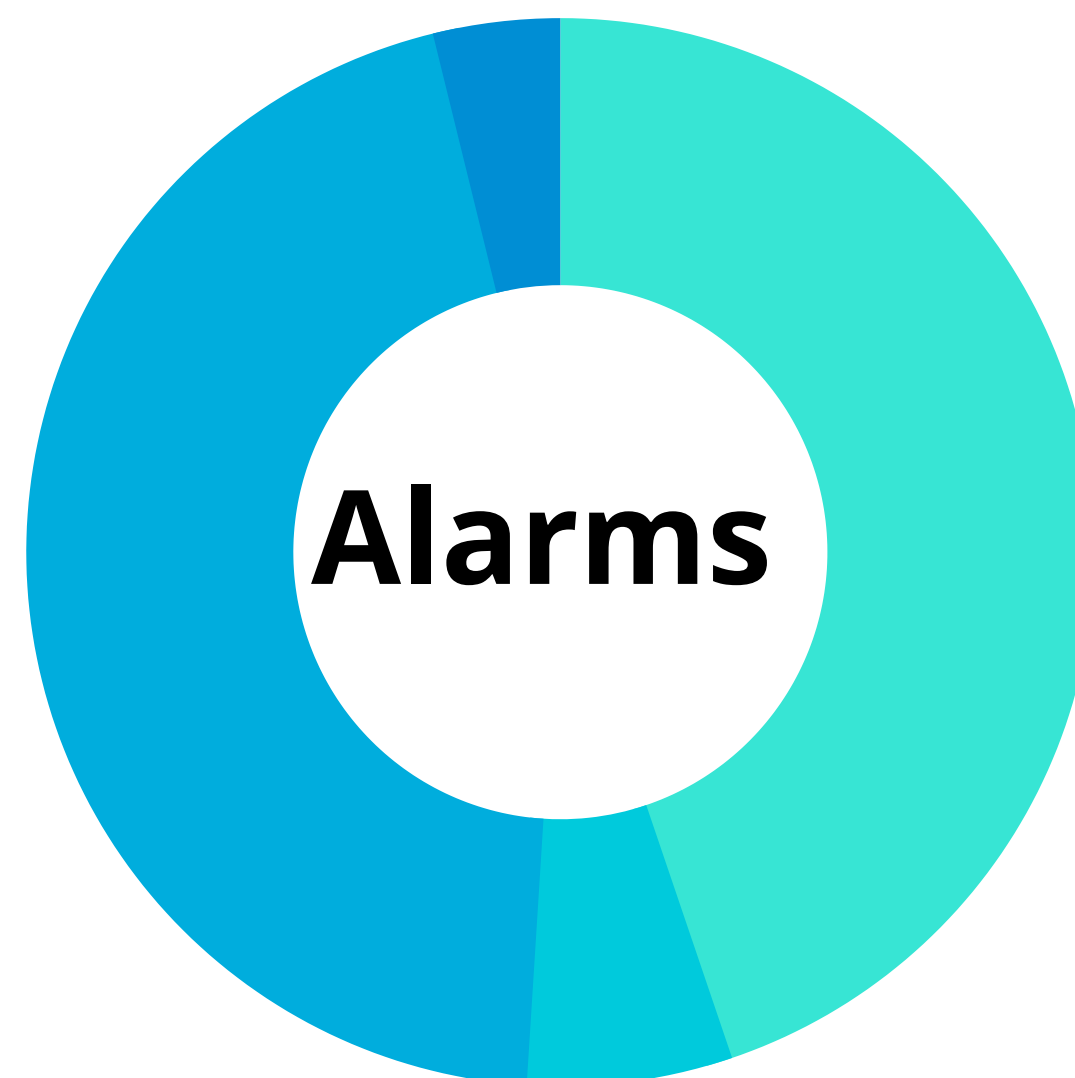
Primary fires
37.3%

Road traffic collisions
15.3%



Road traffic incidents
84.7%

Malicious false alarm
3.8%



False alarm good intent
45.2%

Alarms caused by apparatus
44.8%

OTB mobilised to
6.2%



Examples of incidents attended

**Transportation Fire Lorry M1/Dual
A1 Northbound Black Cat Roundabout
07 July 2021 - 1339 hours
Rescue Pump from Sandy and Rescue
Pump from Cambridgeshire. Fire
involving wheels and brakes of
articulated lorry trailer. 2 HRs, 4 BA
under stage 1 and TIC in use. Scene
safety zone implemented by Police and
Fire Service.**

**(Contact: Station Commander I Finch,
07912 493250
Biggleswade, Pottton, Sandy and
Shefford Fire Stations)**

RTC

**Transportation RTC 3 or more persons
Tithe Road, Kempston
20 August 2021 - 1320 hours
2 Rescue Pump from Kempston and
Specialist Rescue Support Unit from
Kempston. 1 RTC involving 1 private
car, car on 4 wheels in field, no
persons trapped. 2 persons self
extricated from the vehicle prior to
the arrival of Fire Service, now in
care of Ambulance Service, vehicle
being made safe, scene safety zone
implemented by police.**

**(Contact: Station Commander M
Blanchard, 01234 845006
Kempston and Ampthill Fire Stations)**

RTC



Examples of incidents attended

**Transportation RTC up to 2 persons
(no HGV)**

**Duncombe Drive Car Park, Duncombe
Drive, Leighton Buzzard**

27 September 2021 - 1650 hours

**2 Rescue Pumps from Leighton
Buzzard and Rescue Support Unit from**

**Stopsley. RTC involving 1 car and 1
van. One 85 year old casualty
extricated by member of the public.**

**Fire Service treated superficial
wounds and gave high flow oxygen.**

Scene handed over to Police.

**(Contact: Station Commander D Evans,
07557 661169**

**Stopsley and Leighton Buzzard Fire
Stations)**

RTC

**Fire Domestic House Roof/Persons Reported
Castle Road, Bedford**

25 July 2021 - 1854 hours

Rescue Pump from Bedford, Rescue Pump from

**Kempston, Rescue Pump from Sandy, Aerial
Platform from Bedford and Water Carrier from**

**Toddington. Fire in loft space of 2 storey semi
detached house measuring 10m x 15m, house**

**divided into 2 flats, fire attacked internally
with 2 BA under stage 1 with 1 HR, fire**

**attacked externally with 64mm jet, firefighting
superceded with AP and BA withdrawn. Roof**

**space 100% destroyed by fire, 1st and 2nd floor
100% damaged by water. Police, Ambulance**

**and HART in attendance. Preliminary fire
investigation discovered small scale cannabis**

factory in loft space, crime scene declared.

**(Contact: Station Commander J Clarke, 01234
245501**

Bedford and Harrold Fire Stations)

Fire



Examples of incidents attended

Fire Outside Bonfire

St Pauls Road, Bedford

28 August 2021 - 1623 hours

Rescue Pump from Bedford and Rescue Pump from Kempston. 2 Garden sheds 100% destroyed by fire and 1 roof of outbuilding and fence 10% damaged by fire. 3 hosereel, TIC, short extension ladder and small tools used. PPV phase 1 used. Scene safety zone implemented by Fire Service.

(Contact: Station Commander J Clarke, 01234 245501 Bedford and Harrold Fire Stations)

Fire

Fire Domestic Garage

Park Road Westoning

15 September 2021 - 0027 hours

Rescue Pump from Toddington and Rescue Pump from Woburn. Fire in domestic garage attached to 2 storey detached house 15M x 12M. Fire extinguished by occupier before arrival of FS. 30% damaged by fire. Small tools and 1 HR in use. Ambulance requested for 1 male suffering burns to feet and smoke inhalation and 1 17 year old male suffering from smoke inhalation.

(Contact: Station Commander M Blanchard, 01234 845006 Kempston and Ampthill Firw Stations)

Fire



Examples of incidents attended

Special Service Assist Ambulance

Sandleford Drive, Elstow

26 July 2021 – 0605 hours

Rescue Pump from Kempston. Call from Ambulance requesting our attendance to an elderly gentleman fallen with a wheel chair on top of him. On arrival he had managed to remove the wheel chair. Fire Service carried out casualty survey with no apparent injuries and was assisted up into bed await arrival of the Ambulance.

(Contact: Station Commander M

Blanchard, 01234 845006

Kempston and Ampthill Fire Stations)

Rescue

Special Service Inspection

Radnor Road, Luton

20 August 2021 – 1605 hours

Rescue Pump from Dunstable. 1 domestic telephone cable, partially detached from house, lying across roadway, liaison made with open reach, 48 hour attendance. Temporary fix performed by Fire Service to reopen roadway triple extension ladder and small tools in use.

Contact: Station Commander A Doherty,

01582 875218

Luton and Toddington Fire Stations)

Rescue



Examples of incidents attended

Special Service Flooding Inside Chiltern Rise, Luton

28 September 2021 – 2032 hours

Rescue Pump from Luton. Flooding through mains wired smoke detector in first floor bedroom. Leak controlled and electrics to circuit isolated by Fire Service. Safe and well carried out. Advice given to occupant to contact landlord and electrician.

**(Contact: Station Commander A
Doherty, 01582 875218**

Luton and Toddington Fire Stations)



Letters of appreciation or complaint

Complaint:

No complaints (past Stage I) have been received for this period.

Appreciation:

We continue to receive letters of appreciation from members of the public, schools and organisations that we visit and/or assist with charitable events.

The following is a selection:

**Thanks to Bedford from Wixams Academy
- "I just wanted to send you both a massive thank you for the work you did here at Wixams last Friday. I was unfortunately having to work from home due to being close contact to positive PCR so I missed it. I'm told it was superb and you guys were awesome. Thank you so much and if there are any initiatives or issues that would be beneficial to our students in the future, we would always be keen to collaborate and work together.**



Letters of appreciation or complaint

Thanks to Harrold Station from Buckinghamshire Fire & Rescue Service - "Please can I send personnel thanks to yourself and the attending crews from Harrold community fire station who attended the field fire in Olney on Sunday. I always admire the dedication and the commitment in the way on-call stations support their local communities. The crew from Harrold and Watch Commander (James Bayliss) worked extremley hard to bring a successful conclusion to this incident. Their swift response and actions were instrumental in the way the fire was bought under control. I have spoken with the mayor of Olney (Phillip Geach), who would also like to express his thanks on behalf of the community of Olney. Thank you again and i look forward to any cross-border incidents in the future.



Letters of appreciation or complaint

Leighton Buzzard received a thank you card from a local resident thanking them for their support in delivering food parcels at the start of the pandemic - "To the Firemen, my thanks is long overdue but I want to thank you for your kindness during the first lockdown of this pandemic when you delivered a food parcel. My wife contacted coronavirus in March 2020 while in L&D hospital, when she was discharged she needed a hour a day care until she passed away on 30th December 2020. She was buried in Edgington on 3rd February. In the most difficult of times for us your act of kindness which was much appreciated. Best wishes to you all keep well and stay safe.

Compliment received from the web from Member of the public - Hello, yesterday afternoon on Stanford Road a other car smashed into me at the junction. What I believe to be one of your trucks due to location, was heading to Biggleswade I believe they said and a couple of minutes after the accident there were there before anyone had a chance to call 999 and were securing my car, the road and checking i was okay. Staying with me until the ambulance arrived, talking to me etc. I didnt catch any of their names but they were just so amazing at how rapidly they dealt with the situation especially when they probably were not expecting to come across it. I just wanted to say a huge thank you to them all as i was in so much shock i couldn't even think what to do. I am glad/lucky they happened to be passing by. They're all amazing.

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: WORK PROGRAMME 2021/22

For further information on this report contact: Nicky Upton
Service Assurance Manager

Background Papers: None

Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New			

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To review and report on the work programme for 2021/22 and to provide Members with an opportunity to request additional reports for the Fire Authority meetings.

RECOMMENDATION:

That Members consider the work programme for 2021/22 and note the 'cyclical' Agenda Items for each meeting in 2021/22.

**ANDREW HOPKINSON
CHIEF FIRE OFFICER**

FIRE AND RESCUE AUTHORITY - PROGRAMME OF WORK 2021/22

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
11 January 2022	Communications			
	Draft 2022/23 Revenue Budget, Capital Programme and Council Tax			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
EXECUTIVE	Item	Notes	Item	Notes
20 January 2022	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
BUDGET WORKSHOP (2)	Item	Notes	Item	Notes
25 January 2022	Council Tax Consultation – Summary of Responses			
	Revenue Budget			
	Capital Programme 2022/23-2025/26			
	Summary and Next Steps			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
10 February 2022	Communications			
	Executive Committee Minutes from 20.01.22 (provisional mtg)			
	ASC Minutes from 02.12.22			
	Revenue Budget and Capital Programme Monitoring (current year)			
	The 2022/23 Revenue Budget, Capital Programme and Council Tax setting			
	2019-23 Community Risk Management Plan - Consultation Update			
	Treasury Management Strategy and Practices			
	Portfolio Leads update: Prevention & Protection and Operational Response and Resilience.			
	Localism Act 2011 – Pay Policy Statement 2022			
	Members' Allowances Scheme	Deferred from last meeting – Monitoring Officer		
	Business Continuity Annual Review	Restricted Report.		
	Information Bulletin			

	(Q3 Oct – Dec)			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
EXECUTIVE	Item	Notes	Item	Notes
15 March 2022	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
24 March 2022	Communications			
	Executive Committee Minutes from 15.03.22			
	Proposed Indicators and Targets for 2022/23			
	Collaboration Update			
	Q3 2021/22 Performance Report Update			
	Portfolio Leads Update			
	Response Statistics – National Benchmarking Comparison			
	CRMP pre-publication report			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
EXECUTIVE	Item	Notes	Item	Notes
20 April 2022	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
28 April 2022	Communications			
	Executive Committee Minutes from 20.04.22 (provisional mtg)			
	ASC Minutes from 03.03.22			
	Q4 2021/22 Performance Report update			
	Programme Board Update			
	Fire Prevention Statistics - National Benchmarking Analysis (Annual)			
	Asset Management Strategy (reviewed every 3 years, next review 2021/22)			
	Disposal of Assets under the Scheme of Delegated Authority			
	Information Bulletin (Q4 Jan – March)			
	Work Programme			

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