



Local Government Act 1972

A Meeting of the Combined Fire Authority for County Durham and Darlington will be held in the Morton Room - County Durham and Darlington Fire and Rescue Service Headquarters on Monday 23 September 2019 at 10.00 a.m. to consider the following business:-

PART A

1. Chief Fire Officer Commendation
2. Declarations of interest, if any
3. Minutes of the meeting held on 16 July 2019 (Pages 3 - 6)
4. Current Correspondence - Report of Assistant Chief Fire Officer - Service Support (Pages 7 - 8)
5. Notes of the Finance Committee - Report of Chair (Pages 9 - 10)
6. Notes of the Audit and Risk Committee - Report of Chair (Pages 11 - 12)
7. Notes of the Performance Committee - Report of Chair (Pages 13 - 14)
8. Performance Report Quarter One 2019/20 - Report of Area Manager Emergency Response (Pages 15 - 24)
9. The Spending Round 2019 - Report of Treasurer (Pages 25 - 26)
10. Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services Update - Report of Area Manager Community Risk Management (Pages 27 - 28)
11. Estates Update - Report of Head of Corporate Resources (Pages 29 - 30)

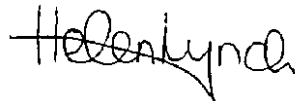
12. Such other business, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration
13. Any resolution relating to the exclusion of the public during the discussion of items containing exempt information

Part B

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

14. HMICFRS: Request for Information to Support the Annual Assessment of Fire and Rescue Authorities in England - Report of Treasurer (Pages 31 - 42)
15. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration

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



H LYNCH

Clerk to the Combined Fire Authority
for County Durham and Darlington

County Hall
Durham
DH1 5UL
13 September 2019

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

Durham County Councillors:

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

Darlington Borough Councillors:

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

At a **meeting** of the **Combined Fire Authority for County Durham and Darlington** held in committee Room 1B, County Hall, Durham on, on **Tuesday 16 July 2019** at 10.00 am.

Present:

Durham County Councillors:

Councillors A Batey, D Bell, J Bell, R Bell, D Freeman, D Hicks, B Kellett (substitute for C Carr), A Laing, R Manchester, L Marshall, C Potts, J Robinson, E Scott, J Shuttleworth, D Stoker, F Tinsley and J Turnbull.

Darlington Borough Councillors:

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

Apologies for absence were received from Councillors B Avery, P Brooks, C Carr, L Maddison and G Richardson,

The Chair welcomed the new Independent Members to the Authority.

The Chair noted that the Inspectors from HMICFRS were carrying out fieldwork this week and that the strategic brief that he had attended had been a credit to the service.

A1 Declarations of Interest

There were no declarations of interest.

A2 Minutes of the Meeting held on 14 June 2019

The minutes of the meeting held on 14 June 2019 were confirmed as a correct record and signed by the Chair (for copy see file of minutes).

A3 Current Correspondence

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

A4 Notes of the Performance Committee

The Authority considered a report of the Chair of the Performance Committee, which provided an update on the discussions at the meeting held on 24 June 2019 (for copy see file of minutes).

Cllr R Bell queried the high percentage increase in sickness absence. The Chief Fire Officer noted the concern the Service had for sickness and work being undertaken to reduce the figure. A detailed report had been presented to the June meeting on this issue.

A5 Member Champions

The Authority received a report from the Assistant Chief Fire Officer: Service Support which set out the details of the appointments of Member Champions and provided details of Officer contacts for each Member Champion for the forthcoming two-year period (for copy see file of minutes).

Resolved:

That the list of Member Champions was approved.

A6 Equality, Diversity and Inclusion Group Update

The Authority received a report for the Equality, Diversity and Inclusion Champion which provided Members with an overview of the work carried out by the Service's Equality, Diversity and Inclusion Group (EDIG) (for copy see file of minutes).

The Chair of the EDIG noted the excellent work that had been undertaken by the group.

Resolved:

That the contents of the report be noted.

A7 HMICFRS Fire and Rescue Inspections 2018/19

The Authority considered a report of the Area Manager: Community Risk Management which provided Members with a summary of the findings from Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) tranche two inspections and an update on the next steps in the inspection process (for copy see file of minutes).

Cllr Lee queried the best practice, national standards and interpretation of results. The Chief Fire Officer noted that some inspectors had been seconded from the fire service, the establishment of a national Standards Board for Fire and the National Fire Chiefs Councils (NFCCs) work on best practice.

Members queried the current inspection process. The Area Manager: Community Risk Management noted that early informal feedback seemed positive.

A8 Local Pension Board of County Durham and Darlington Fire and Rescue Authority

The Authority considered a report of the Chair of the Pension Board which informed Members of the Combined Fire Authority (CFA) governance arrangements for the Firefighters' Pension Scheme, as a result of Public Service Pensions Act 2013 (for copy see file of minutes).

Resolved:

That the contents of the report be noted.

A9 Any Other Business

There was no other business.

A 10 Exclusion of the public

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

B 11 Estates Update

The Authority considered a report of the Head of Corporate Resources which provided Members with an update on the latest position in relation to the Estates Improvement Programme (EIP) (for copy see file of minutes). Cllr R Bell asked if Members could apply pressure to government to enable the Service to purchase Headquarters. The Director of Corporate Resources and Treasurer noted that the lease was not owned by government and outlined the nature of the discussions that are taking place with various stakeholders.

Resolved:

That the contents of the report be noted.

B12 Emergency Services Mobile Communications Programme (ESCMP)

The Authority considered a report of the Head of Corporate Resources which provided Members with an update on the Emergency Services Mobile Communications Programme (ESMCP) (for copy see file of minutes).

Resolved:

That the contents of the report be noted.

B13 Update of the Fire Brigade Union's Pay Claim

The Authority considered a report of the Chief Fire Officer which provided Members with the latest position in relation to the Fire Brigade Union's (FBU) pay claim and the potential impact to the Authority (for copy see file of minutes).

Resolved:

- i. That the contents of the report be noted
- ii. To receive further updates on the issue as more information becomes available

B14 Any Other Business

There was no other business.

Significant Dates

Saturday 10 August – Stanhope Station Open Day

Friday 23 August – Passing out Parade STC

Sunday 25 August – Peterlee Station Open Day

CLOSE OF MEETING



Current Correspondence: July 2019 – September 2019

Release date	Subject	Summary	Action		
			CFA Report	CFA Response	Info
01/07/19	NJC Circular EMP/4/19	Update on pay and broadening the role of firefighters.			√
26/07/19	Letter from Luke Edwards Director of Fire and Resilience	Update on progress to transition the Incident Recording System (IRS) from the IBM data centre ahead of its closure in September 2019 and the future replacement of the system.			√
29/07/19	NJC Circular EMP/5/19	Update outlining an offer of 2% pay award for firefighters.			√
31/07/19	Letter from Sir Thomas Winsor WS, Her Majesty's (HM) Chief Inspector of Fire & Rescue Services	Letter regarding HM Chief Inspector's annual assessment of Fire and Rescue Authorities in England	√		
02/08/19	NJC Circular EMP/6/19	Further update on the 2% pay offer for firefighters - FBU consultation with its members.			√
05/09/19	NJC Circular NJC/3/19	Pay Award			√

05/09/19	NJC Circular NJC/4/19	Continual Professional Development Payments			√
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COMBINED FIRE AUTHORITY

23 SEPTEMBER 2019

NOTES OF THE FINANCE COMMITTEE HELD ON 18 JULY 2019

REPORT OF THE CHAIR OF THE FINANCE COMMITTEE

Members Present: Cllr A Batey (Chair)
Cllrs R Bell, D Freeman, C Potts, J Shuttleworth and H Crumbie

Apologies:

Purpose of the report

1. The purpose of this report is to provide members with an update of the discussions of the Finance Committee held on the 18 July 2019.

Revenue and Capital Outturn for the Year Ended 31 March 2019

2. The Committee received a report which provided information on the 2018/19 revenue and capital outturn compared with the original budget. The comparison with the original budget is a requirement for the published statement of accounts and differs from the information provided during the year which compared actual expenditure and income with the revised budget.

The Committee discussed the reasons for significant variations from the original budget and **noted** the outturn position for the financial year ended 31 March 2019.

Short Term Investments Quarter 4 2018/19

3. The Committee received a report which provided an update on the performance of the Authority's Short-Term Investments for the period ended 31 March 2019.

The Committee **noted** the position regarding the Authority's Short-Term Investments for the period ended 31 March 2019.

Short Term Investments Quarter 1 2019/20

4. The Committee received a report which provided an update on the performance of the Authority's Short-Term Investments for the period ended 30 June 2019.

The Committee **noted** the current position regarding the Authority's Short-Term Investments.

Efficiency Savings and the Medium-Term Financial Plan

5. The Committee received a presentation which covered the following areas:

- Efficiency Savings
- Medium Term Financial Plan – revenue budget
- Medium Term Financial Plan assumptions
- Balancing the Medium Term Financial Plan
- Emergency Response Review options
- Medium Term Financial Plan – capital budget
- Total resource and capital reserve by standalone FRA
- The Authority's trading arm – Vital Fire Solutions
- Collaboration initiatives
- Innovation initiatives

The Committee **noted** the presentation.



COMBINED FIRE AUTHORITY

23 SEPTEMBER 2019

NOTES OF THE AUDIT AND RISK COMMITTEE HELD ON 31 JULY 2019

REPORT OF THE CHAIR OF THE AUDIT AND RISK COMMITTEE

Members Present: Cllr J Turnbull in the Chair
Cllrs B Avery, D Bell, L Marshall and G Lee

Apologies: Cllr E Scott

Purpose of the report

1. The purpose of this report is to provide members with an update on the discussions and recommendations of the Audit and Risk Committee held on 31 July 2019.

Audit and Risk Committee Terms of Reference

2. The Audit and Risk Committee terms of reference were outlined for members information.

Audit Completions Report for the year ended 31 March 2019

3. Members were presented with details of the audit completion report which summarised the audit conclusions and a letter detailing the conclusion of outstanding matters.

The Committee **noted** the Audit Completion Report and the conclusion of pending matters letter which confirmed completion of the audit of County Durham and Darlington Fire & Rescue Authority and Group for the year ending 31 March 2019.

Statement of Accounts year ended 31 March 2019

4. Members received a presentation on the Statement of Accounts for the financial year ended 31 March 2019.

The Committee **approved** the Statement of Accounts for County Durham and Darlington Fire and Rescue Authority for the financial year ended 31 March 2019.

Annual Governance Statement 2018/19

5. Members were presented with details of the 2018/19 Annual Governance Statement.

The Committee **approved** the 2018/19 Annual Governance Statement.

Statement of Assurance 2018/19

6. Members received details of the 2018/19 Statement of Assurance prior to publication.

The Committee **approved** the 2018/19 Statement of Assurance.

Annual Internal Audit Opinion and Report 2018/19

7. Members received details of the work carried out by Internal Audit during 2018/19. Internal Audit had issued a moderate overall assurance opinion on the adequacy and effectiveness of internal control operating across the Authority in 2018/19.

The Committee **considered** the Annual Internal Report and the overall opinion provided on the adequacy of effectiveness of the Authority's control environment for 2018/19.

Annual Review of the System of Internal Audit

8. Members were presented with details of the annual review of the system of internal audit.

The Committee **considered** the findings and conclusions of the 2018/19 review of the effectiveness of the system of Internal Audit.

Internal Audit Charter

9. Members were requested to approve the Internal Audit Charter initially agreed in July 2018 to be applied to all reviews undertaken as part of the Internal Audit plan for 2019/20. It was highlighted that no amendments had been made to the Internal Audit Charter.

The Committee **agreed** the Internal Audit Charter for 2019.

Fraud and Corruption Annual Report

10. Members were presented with details of the advice and assurance provided regarding the work being undertaken within the Authority in seeking to identify, control and prevent fraud and corruption.

The Committee **noted** the progress made and assurances provided in relation to the Authority's anti-fraud and anti-corruption arrangements.

PART B

No reports were submitted to this meeting.



COMBINED FIRE AUTHORITY

23 SEPTEMBER 2019

NOTES OF THE PERFORMANCE COMMITTEE HELD ON 11 SEPTEMBER 2019

REPORT OF THE CHAIR OF THE PERFORMANCE COMMITTEE

Members Present: Cllr C Carr (Chair)
Cllrs B Avery, R Manchester, J Maitland (substitute for J Bell), D
Stoker and G Lee

Apologies: Cllr J Bell

Purpose of the report

1. The purpose of this report is to provide members with an update of the discussions of the Performance Committee held on the 11 September 2019.

Presentation – Finance Systems – Access Issues

2. A presentation on Finance Systems – Access Issues was given by L Younger, Finance Manager. The Committee discussed the issues being faced and the Chair agreed to speak with John Hewitt, Director of Corporate Resources, at DCC to help expedite the issue.

The Committee **noted** the presentation.

Unwanted Fire Signal Trial

3. K Lazzari gave a verbal update on the unwanted fire signal trial detailing the following for the period 1 April – 31 August 2019:
 - 185 first warning letters had been issued;
 - Second letters have been sent to 12 premises;
 - Two premises have appealed, one has been upheld and the other is still under investigation;
 - The Service is expecting the other 10 premises to pay which would total £4015.00.

The Committee **noted** the update.

Performance Report Quarter One 2019/20

4. The organisational performance indicators for quarter one were presented to the committee. Overall, 66% of the strategic PIs met or exceeded their target level. The key areas of

performance where performance was strong or where additional work is required to secure improvement were discussed with the members.

The Committee **noted** the report.

Sickness Report Quarter One 2019/20

5. Members were given an update on sickness absence for the quarter one 2019/20. All KPIs for sickness were above target at this point in the year.

The Committee **noted** and **commented** on the position regarding the sickness absence performance.

Letters of Appreciation

6. There had been a total of 33 letters received. The Committee considered the various letters of appreciation that had been submitted to the Service.

The Committee **noted** the report.

Part B

Complaints

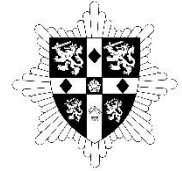
7. The Committee were informed that there had been no formal complaints received by the service in the reporting period. No complaints had been forwarded to the Local Government Ombudsman.

The Committee **noted** the report.

Safest People, Safest Places

COMBINED FIRE AUTHORITY

County Durham and Darlington
Fire and Rescue Authority



23 SEPTEMBER 2019

PERFORMANCE REPORT – QUARTER ONE 2019/20

REPORT OF AREA MANAGER, EMERGENCY RESPONSE

Purpose of report

1. This report presents a summary of organisational performance at the end of the first quarter of the 2019/20 financial year.

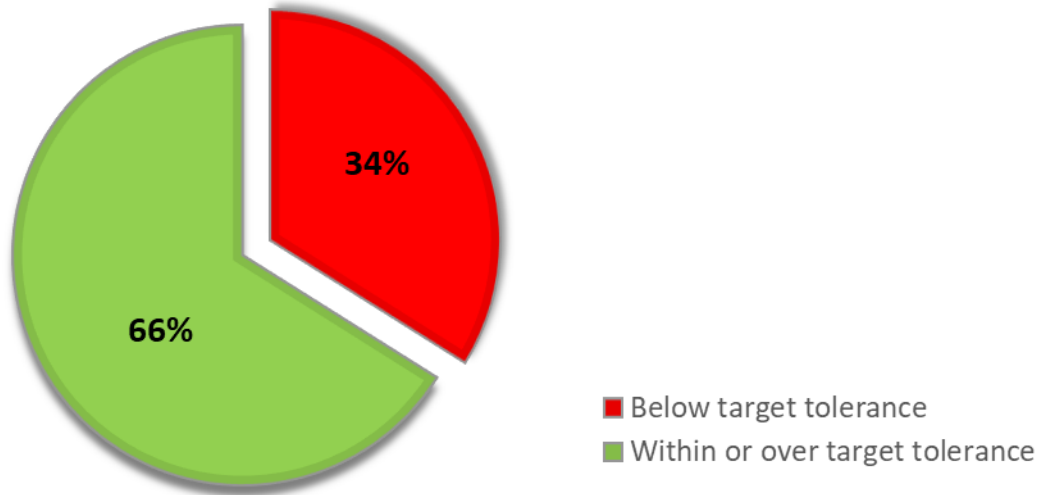
Background

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

Overview of performance across all indicator categories

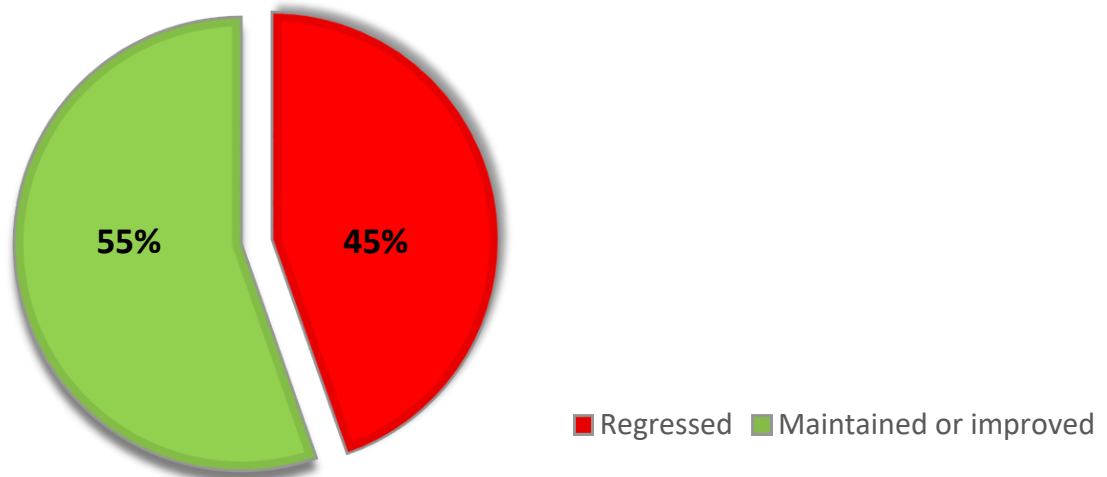
7. The tables overleaf provide an overview of how key performance indicators were performing at the end of quarter one 2019/20, across both operational and corporate areas of the Service.
8. The first pie chart over the page shows that 66% of the strategic PIs met or exceeded their target level.

**SUMMARY OF OPERATIONAL & CORPORATE PI
COMPARED TO TARGET - JUNE 2019**



9. The next chart below shows that 55% of the strategic PIs either maintained or improved when compared to performance last year.

**SUMMARY OF OPERATIONAL & CORPORATE PI
COMPARED TO PREVIOUS YEAR - JUNE 2018**



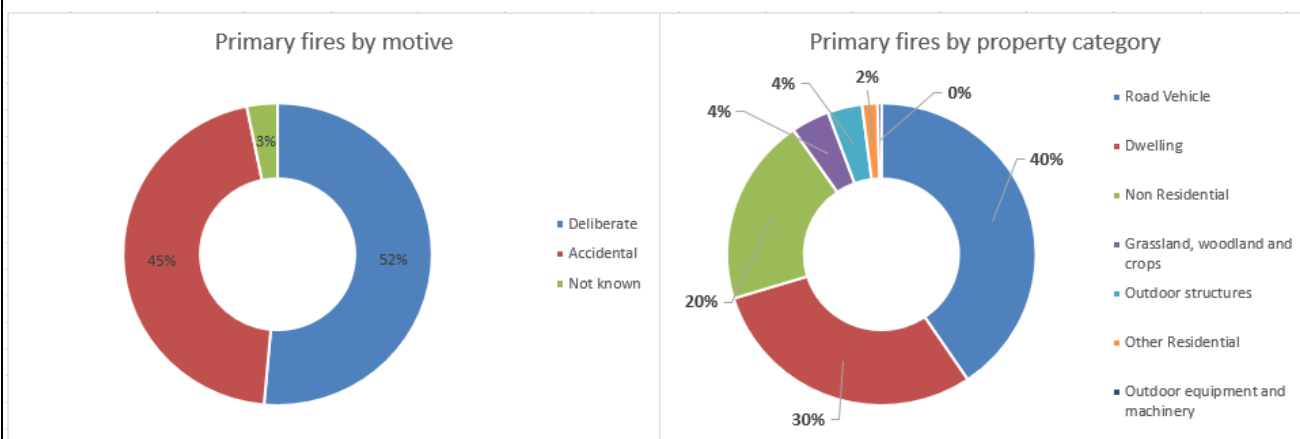
Performance reporting by exception

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

Prevention

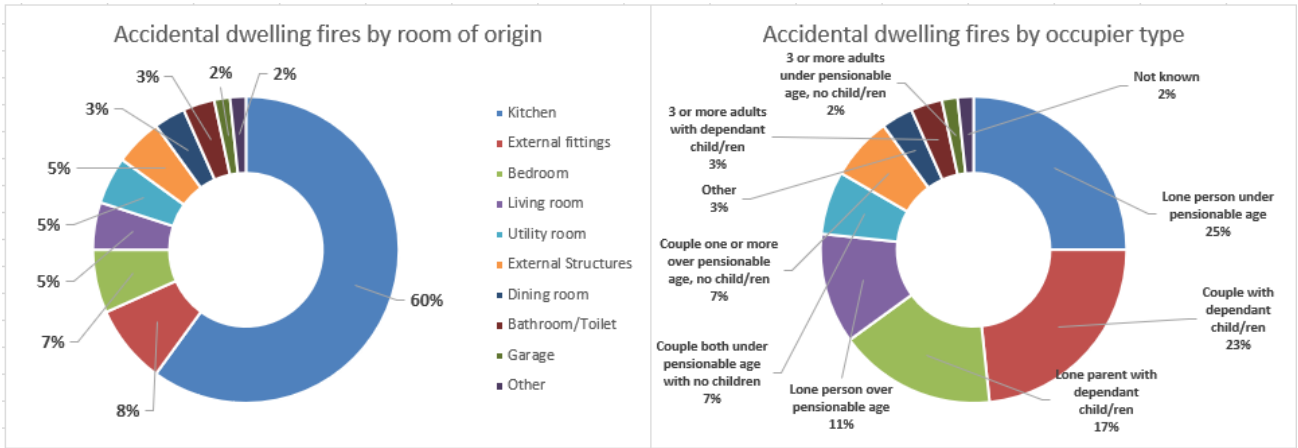
Performance Indicator	Objective	Q1 2019/20 Actual	Q1 Target	Actual vs Target	2018/19 Q1 Actual	Actual vs Previous Year
PI 02 Primary Fires	Down	251	248	-1.2%	266	5.9%
PI 03 Accidental Dwelling Fires	Down	61	63	3.1%	58	-5.2%
PI 04 Injuries Arising from Accidental Fires in Dwellings	Down	6	10	40.0%	1	-500.0%
PI 05 Total Secondary Fires	Down	861	879	2.0%	780	-10.4%
PI 07 Number of Safe and Wellbeing Visits	Up	5226	4545	15.0%	5157	1.3%
PI 42 Percentage of Safe and Wellbeing Visits to High Risk People/Properties	Up	82.5%	80%	3.2%	84%	-1.7%

PI 02 - The Community Safety (CS) element of Community Risk Management (CRM) and the Arson Reduction Team continue to work with District Management (DM) teams to reduce primary fires, examples include offering best practice shadowing during Safe and Wellbeing Visits (SWVs) and conducting quality assurance of FSVOPs.

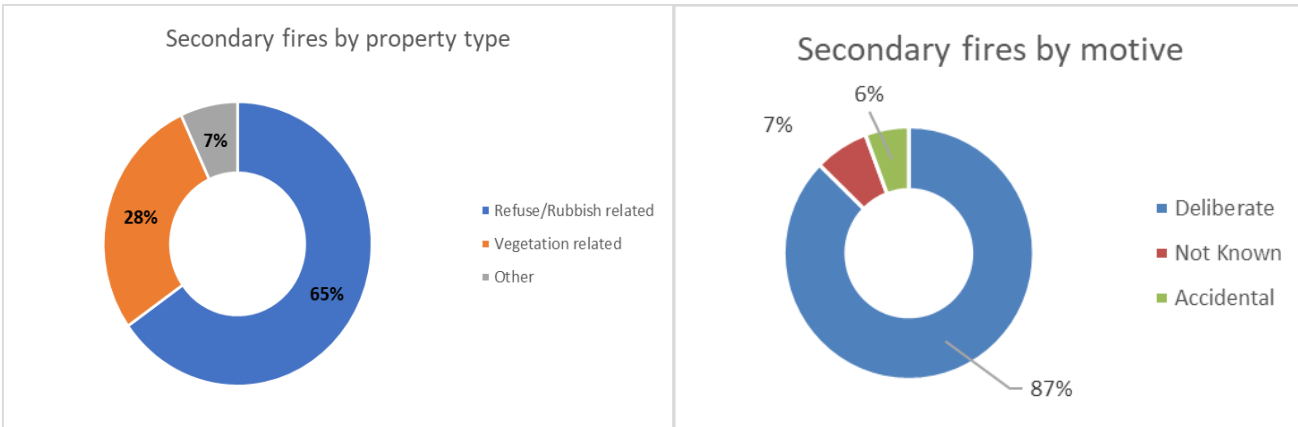


PI 03 - The CS Team continue to conduct best practice visits with crews whilst control are also reviewing the QA that they carry out with residents that have received a SWV. Community Risk Officers [CROs] intend to be more visible during station open days whilst also taking opportunities to promote home safety at partnership events. The new SWV forms will be trialled during August/ September with the intention to roll them out with training by CRM September/ October.

PI 04 – Injuries arising from ADFs have increased compared to Q1 2018/19 by 5 injuries. CRM continue to offer guidance and resources to crews on how to reduce injuries relating to fires within the homes especially around cooking.



PI 05 – Secondary fires are at (861) compared to Q1 last year (780). Refuse remains the highest category, accounting for 65% of the total number of incidents. CRM have been working on a number of initiatives particularly targeting young people. Examples include 'joint targeted arson reduction and ASB sessions' with the police, Safer Futures Live, meetings with head teachers across the Service area to establish better links with primary, secondary and alternative provision schools as well as linking in with DM teams to support the delivery of the Curve project which is aimed at targeting young people aged between 12 - 15 who have been involved in ASB and fire setting.



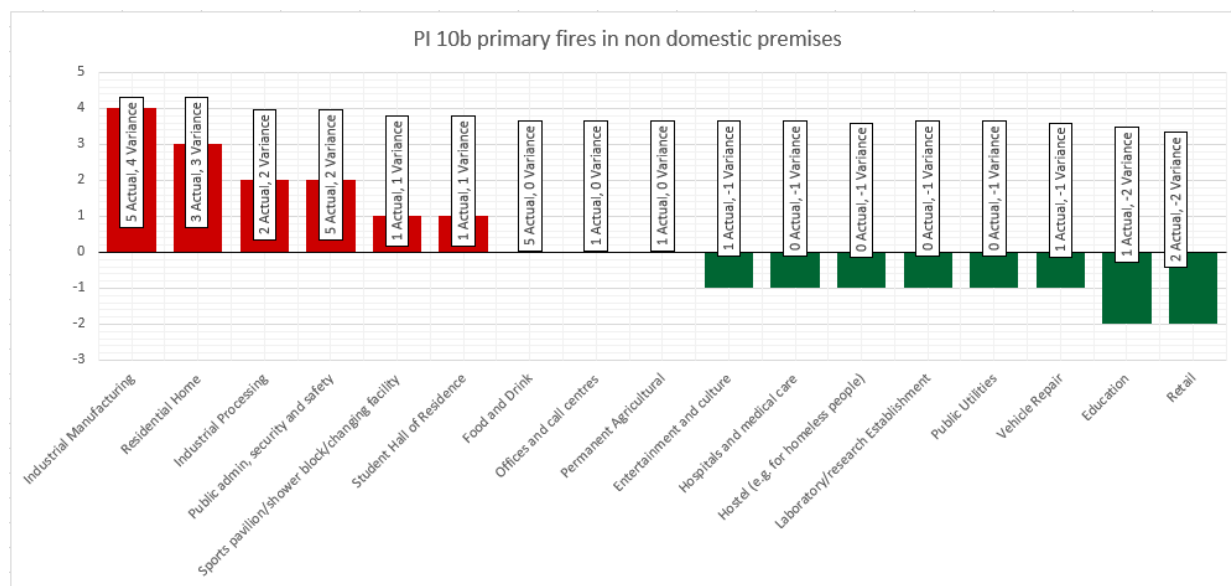
PI 07 – The number of SWVs delivered by crews and CROs is higher than the target, this is due in part by crews taking advantage of the lighter nights and being able to conduct more visits.

PI 42 – This is slightly above target but lower than the previous year. Targeting of visits continue as well as responding to general requests from members of the public which will ensure continued on track performance in this area.

Protection

Performance Indicator	Objective	Q1 2019/20 Actual	Q1 Target	Actual vs Target	2018/19 Q1 Actual	Actual vs Previous Year
PI 10b Primary Fires in Non-Domestic Premises (enforced under the FSO by CDDFRS)	Down	22	18	-22.2%	N/A	
PI 13 Percentage of Building Regulations completed within required time period (15 working days)	Up	97%	100%	-3.0%	N/A	
PI 14 False Alarms Caused by Automatic Fire Detection Apparatus	Down	163	174	6.3%	164	0.6%
PI 17 Number of Fire Safety Audits	Up	503	532	-5.5%	508	-1.0%

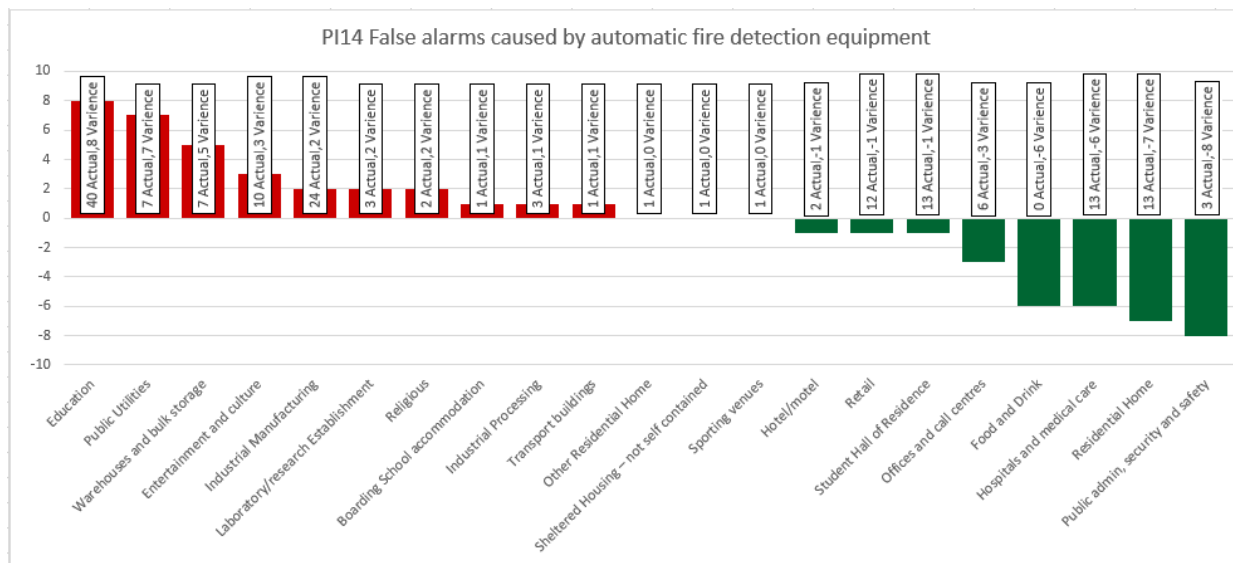
PI 10b – This is a new indicator this year and so there is no monitoring for the previous year, this PI is over target for Q1 with a slight increase in industrial manufacturing however no significant trends have been identified to date.



The chart above highlights the categories of non-domestic premises which have seen the greatest increase or decrease in primary fires when compared to the previous year; the chart details the actual number of incidents attended as well as the variance. The business fire safety (BFS) team will be monitoring fires in industrial manufacturing and in residential care premises to mitigate future occurrences however it should be noted that the numbers are relatively low. Reductions in incidents have been seen in retail and education establishments.

PI 13 – statutory consultations currently sit at 97.9%. One application was forwarded directly to a station by mistake instead of coming in directly to the BFSO which caused an administrative delay which has been subsequently rectified.

PI 14 - The chart below highlights the categories of non-domestic priorities which have seen the greatest increase or decrease in automatic fire alarms (AFAs) when compared to the previous year; the chart details the actual number of incidents attended as well as the variance. We are performing well against the Q1 target, CRM continue to send letters out to properties that have false alarms due to faults within their systems informing them that they will be charged on the third occasion. This new unwanted fire signal policy is still embedding but initial indications are that it is having a positive influence with respective organisations.

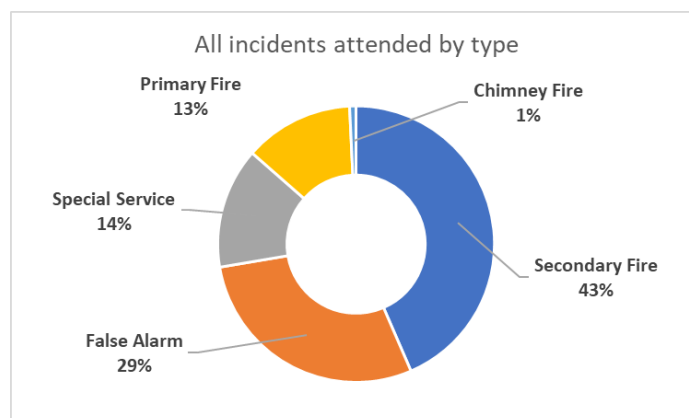


PI 17 – We are 29 business fire safety audits down on the target overall, 17 of which were in June. The majority are visits are to be carried out by the central BFS team. The number of FSVOPs carried out will be monitored to ensure the deficit is reduced asap.

Response

Performance Indicator	Objective	Q1 2019/20 Actual	Q1 Target	Actual vs Target	2018/19 Q1 Actual	Actual vs Previous Year
Total Emergency Calls Received (including EMR)		4130			4123	-0.2%
Total Incidents (excluding EMR)		1958			1943	-0.8%
Total Fires		1127			1057	-6.6%
Total False Alarms		571			561	-1.8%
Total Special Services (excluding EMR)		260			325	20%
Total Road Traffic Collisions		70			79	11.4%
Total Emergency Medical Response (EMR)		15			7	-114.3%
PI 06 – Number of Response Standards Met	Up	4	6	-33%	6	-33%
PI 12 – % Retained Availability on Stations	Up	72.5%	90%	-19.4%	73.9%	-1.9%
PI 08a Dwelling Fires Attended within 8 Minutes	Up	67.2%	70%	-3.9%	71.1%	-5.4%
PI 11a Fire Control Calls Received and Mobilised within 90 Seconds	Up	87.4%	90%	-2.9%	88	-0.7%
PI 16a Availability of on call appliances - 1st pump	Up	77.7%	90%	-13.7%	N/A	
PI 16b Availability of on call appliances - 2nd pump	Up	45.9%	90%	-49.0%	N/A	
PI 70 Number of Hydrant Inspections	Up	1485	1766	-15.9%	1650	-10.0%

Total incidents (excluding EMR)



PI 06 – 4 out of 6 response standards have been achieved. The main indicators impacting upon PI06 are PI08a which sits at 67.2% against 70% and PI08d which sits at 88.9% against 90%. The main cause for not hitting response standards is geographical location of the respective incidents.

PI 12 – At the end of Q1 this year the availability for RDS at 72.5%. This is slightly lower than Q1 in 2018 which saw a figure of 73.9%. We have seen a drop-in availability during daytime hours over the late Spring and Summer period which has had multiple impacts across the service in terms of sourcing standby cover.

Recruitment of RDS remains a challenge and there are several unfilled places. The DMT and HR are working closely to support the current recruitment drive.

PI 08a – The main cause affecting this indicator is the geographical location of incidents.

PI 11a - There have been three interruptions to business in Control due to IT problems in this quarter which resulted in the mobilisation system moving over to the secondary bearers which has had a small impact on call handling times.

PI 16a - First RDS appliance availability has been at a sustained level through Q1 ranging from 78-77% in June. We have seen a slight drop in the monthly availability in June as we enter the summer period.

PI 16b - We continue to see challenges with second RDS appliance availability. Low day time availability and recruitment and retention of RDS have contributed to this low availability level.

PI 70 - We remain broadly on track with hydrant inspection numbers, although the actual number was below target for this quarter it is anticipated that this will meet expected levels moving forward.

Workforce

Performance Indicator	Objective	Q1 2019/20 Actual	Q1 Target	Actual vs Target	2018/19 Q1 Actual	Actual vs Previous Year
PI 40 - All Staff Sickness	Down	1.54	1.5	-2.7%	1.69	8.9%
PI 41 All Staff Sickness Wholetime and Control Personnel	Down	2.12	1.5	-41.3%	1.3	-63.1%
PI 38 All Staff Sickness Excluding Retained Personnel	Down	1.69	1.5	-12.7%	1.07	-57.9%
PI 69 Number of Accidents to Personnel	Down	4	3	-33%	6	33%
PI71 Number of Vehicle Accidents	Down	13	5	-160%	10	-30%
PI 81 Percentage of Operational Staff Maintaining Competence	Up	94%	100%	-6%	100%	-6%
PI 80 Number of workplace assessments being undertaken by the training team	Up	18	3	+500%		
PI 82 Percentage of risk critical personal development plans actioned within 6 weeks	Up	93%	100%	-7%		
PI 86 Number of training courses cancelled (Core Risk Critical)	Down	9	6	-50%		
PI 87 Number of Student Places Not Taken Up Due to Programmed Courses (core risk critical) Running Under Optimum Capacity	Down	162	No Target		178	9%

PI 40 – Shifts lost to the RDS personnel are approximately 50% lower when compared to the same period last year. This is predominately due to personnel returning to full operational duties.

PI 38 - Corporate absence is very low with 0 shifts lost throughout June. There is no planned absence moving into Q2.

PI 41 – Throughout Q1, absence within the wholetime rider category has increased by approximately 30% when compared to the same period last year. This has been predominately due to long term absence. HR Business Partners continue to work closely with occupational health and line managers to support these personnel during their absence.

PI 69 – 4 personal accidents have been reported this quarter which is 1 above target for Q1 but is a reduction on the same reporting period last year. 2 personal accidents were reported during the month of June, 1 of these was at an operational incident and the other was at STC whilst carrying out training, neither of which resulted in an absence from work.

PI 71 – There was 1 vehicle involved in an accident during the month of June, this was Newton Aycliffe's day crew appliance and was subsequently categorised as a 'no fault'.

Vehicle accidents have been looked at in depth to identify any trends which can be addressed but other than a number of slow speed manoeuvres no other trends are noted.

Pro-active driver awareness sessions have been conducted following a rise in slow speed incidents where presentations were given on driver training expectations, manoeuvring, shared responsibility and the role of a banks person.

PI 81 - Where personnel drop out of competence, they are taken off front line duties until training has been completed. Most people out of competence at the end of this quarter are linked to being on modified duties or sickness absence.

PI 80 - Six workplace assessments were undertaken throughout June.

PI 82 - There was a total of 29 PDPs submitted throughout April – June 2019. 27 of these PDPs were actioned with 6 weeks. The two PDPs not actioned were due to course and student availability.

PI 86 - These courses were identified as not currently needed and therefore cancelled. They did not impact on the maintenance of competence for any staff.

Finance & Governance

Performance Indicator	Objective	Q1 2019/20 Actual	Q1 Target	Actual vs Target	2018/19 Q1 Actual	Actual vs Previous Year
PI 34 - % of Invoices paid within 30 days	Up	94.4%	95%	-0.6%	97.4%	-3.1%
PI 24 % of Freedom of Information Completed and Responded to within 20 Working Days	Up	96%	100%	-4.0%	94.90%	1.2%

PI 34 – There have been some access issues with DEBS which in turn affects Oracle for invoice processing. Security certificates are preventing budget holders and Finance staff from accessing the system as and when required - this has been logged with ICT and escalated with DCC for a fix. In the meantime, Finance staff are working with budget holders through business continuity processes to try and ensure that invoices are being paid to suppliers in a timely manner, although performance is down there have been no major issues with suppliers complaining of late payments.

PI 24 - In June only one FOI was not responded to on time. This was a complicated request involving PDAs and availability.

RECOMMENDATIONS

11. CFA members are requested to:

- a. **Note** the content of the report;
- b. **Comment** on the reported performance.

Safest People, Safest Places

County Durham and Darlington
Fire and Rescue Authority



COMBINED FIRE AUTHORITY

23 SEPTEMBER 2019

THE SPENDING ROUND 2019

REPORT OF TREASURER

PURPOSE OF THE REPORT

- a) To inform members of the outcome of the Spending Round for 2019 and possible implications for the Authority.

BACKGROUND

2. On Wednesday 04 September the government announced the high-level outcomes of the Spending Round for 2019. The Spending Round sets out the government's spending plans for 2020-21 at departmental level. It will be later in the year before individual fire and rescue authorities are provided with their spending allocations.
3. The Spending Round is for a single year (2020-21) and this makes longer planning more challenging. Normally spending reviews are for a minimum of two years and in 2015, the last comprehensive spending review was for a four-year period. The government have committed to a full multi-year settlement in 2020.

DETAILS OF THE SPENDING ROUND

4. The settlement funding assessment, which consists of the local share of business rates and Revenue Support Grant will increase by inflation.
5. The Home Office received a settlement of £12.9bn for 2020/21 representing 6.1% real terms increase on 2019/20. Decisions on funding for fire and rescue services, from the Home Office, will be made as part of the allocations process that will now follow the Spending Round. This will include consideration of the fire pensions grant, National Resilience grants, the Emergency Services Network (ESN) and other Home Office fire funding streams.
6. The Ministry for Housing, Communities and Local Government (MHCLG) are also providing £10 million a year of additional funding to help local authorities improve their inspection capabilities and to support the work of the protection board. The protection board is chaired by the National Fire Chiefs Council and was established as part of the Building Safety Programme following the Grenfell Tower disaster.
7. The Authority has also been lobbying for greater freedoms in relation to council tax precepts. This will be subject to a consultation which is expected to be launched shortly.
8. There has been no indication that the position relating to capital funding will change.

IMPLICATIONS FOR THE AUTHORITY

9. Overall the Spending Round is being viewed with cautious optimism by the fire and rescue service sector. The sector was expecting funding cuts to continue over the medium term and whilst it is too early to understand the financial implications at a local level, an inflationary increase in funding would offer a better than predicted settlement for the authority.
10. Funding allocations for each fire and rescue service will be published as part of the provisional Local Government Settlement later this year. It will only be at this stage that we will have certainty on the settlement figures for 2020-21. We are unlikely to have longer term certainty around funding until the end of 2020.

RECOMMENDATIONS

10. Members are requested to:
 - a) **note** the outcome of the Spending Round for 2019 and possible implications for the Authority.

Stuart Errington, Chief Fire Officer, 0191 3755553



COMBINED FIRE AUTHORITY

23 SEPTEMBER 2019

HER MAJESTY'S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES UPDATE

REPORT OF AREA MANAGER COMMUNITY RISK MANAGEMENT

PURPOSE OF THE REPORT

1. The purpose of this report is to provide Members with an update on the current position and next steps of Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) inspection of County Durham and Darlington Fire and Rescue Service (CDDFRS).

CURRENT POSITION

2. The fieldwork phase of the inspection was carried out from 15 to 19 July 2019 with a hot debrief from HMICFRS delivered on 24 July 2019.
3. Following the completion of the full cycle of inspections of all Fire and Rescue Services (FRS) in August 2019, the current timeline of activities is described below:
 - 2 to 13 September 2019: Evidence check by the Assistant Portfolio Director for each of the 3 pillars (Effectiveness, Efficiency and People). During this time the Service received additional requests for further supporting evidence to fill the gaps identified by HMICFRS.
 - 30 September 2019 to 11 October 2019: Moderation. During this time the Service inspection report will be moderated against the other FRS in tranche 3 to ensure consistency.
 - Week commencing 14 October 2019: Pre-publication checks. This is the opportunity for the Service to carry out a factual accuracy check only of the final report prior to publication. The Service will be allowed 14 days to complete the factual accuracy check.
 - 4 to 15 November 2019: Review of pre-publication checks. HMICFRS will review each service response to their reports.

REPORT PUBLICATION

4. In December 2019, three reports will be published by HMICFRS:
 - 'Effectiveness, Efficiency and People 2018/19 – County Durham and Darlington Fire and Rescue Service'. This report will detail the outcomes, key findings and any areas of improvement identified from the HMICFRS inspection of CDDFRS.

- 'Fire and Rescue Service inspections 2018/19 - summary of findings from tranche 3'. This report will summarise the collective key trends and findings of the inspections of the 15 FRS in tranche 3.
- 'State of Fire: The Annual Assessment of Fire and Rescue Services in England 2019'. This annual report will provide an assessment of the efficiency and effectiveness of all FRS.

5. All three reports will be available from this link: [HMICFRS Fire and Rescue](#)

FEEDBACK ON THE INSPECTION PROCESS

6. On the completion of all FRS inspections by HMICFRS, there are two opportunities to provide feedback:
- 16 September 2019. This is an opportunity for HMICFRS to share their learning from tranche 3 of inspections and invite feedback from the services involved.
 - 8 October 2019. This is an opportunity for Service Liaison Officers to provide feedback on the inspection process and to recommend improvements for cycle two.

RECOMMENDATION

7. CFA members are requested to:
- a. **note** the contents of the report.

Robin Turnbull, Area Manager Community Risk Management, ext: 5632

Safest People, Safest Places

County Durham and Darlington
Fire and Rescue Authority



COMBINED FIRE AUTHORITY

23 SEPTEMBER 2019

ESTATES UPDATE

REPORT OF HEAD OF CORPORATE RESOURCES

Purpose of Report

1. The purpose of this report is to update members on the latest position in relation to the Estates Improvement Programme (EIP) and of plans to address the risks associated with outstanding estates maintenance.

Background

2. The Authority has committed to further estates projects that aim to modernise the estate so that it is fit for purpose and provides a basis for delivering efficient services in future years. The capital costs associated with the current outstanding project are included in the Authority's capital programme.
3. A summary of the costs and timescales associated with the current programme are set out in the table below.

Estates Improvement Programme Costs

Project	Cost	Estimated Completion
Darlington station rebuild	£4.000M	Autumn 2020

Darlington Station

4. Following extensive internal consultation, a planning application was made to Darlington Borough Council in November 2018. This was to consider plans for the demolition and rebuild of Darlington Fire Station on the existing site at St. Cuthbert's Way, Darlington.
5. In response to the planning application an objection has been raised by the Environment Agency (EA) with regard to the risks of fluvial flooding from the river Skerne and how this is mitigated within the flood risk assessment of the planning application.
6. The project team have commissioned a flood modelling assessment to be undertaken by JBA Consulting Ltd.

7. Due to resourcing issues within the EA it has not been possible to obtain further informal consultation response on our flood risk assessment. Therefore, the application has been resubmitted for statutory consultation with an expected outcome mid-September.
8. As the outcome of this objection may result in variations to the floor levels of the final site plans, this may impact on the budget that is planned for the project. Further to this, the delays that have been experienced are increasing risks for contract schedules with the selected construction contractor.
9. The Service is therefore seeking approval for delegated authority to be granted to approve any increase of budget for this project limited to 10% of the extant budget of £4M. It is proposed that the delegated authority would be agreed between the Chair and Vice Chair to the Combined Fire Authority, the Chief Fire Officer, the Treasurer and the Clerk of the Combined Fire Authority.

Recommendation

10. Members are requested to:
 - a) **note** the contents of the report;
 - b) **approve** the delegated authority for up to a 10% increase in expenditure for the Darlington estates project.

Keith Lazzari Head of Corporate Resources Ext.5580

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