

Item Number	Item 7 – Paper 4
Title of Paper	Fire Standard sign off
Decision or Information	For decision
Date of Meeting	19 th April 2021
Presented by	CPO
Attachments	Appendix A – Extract from Quality Assurance Report for Community Risk Management Planning Fire Standard Appendix B - Community Risk Management Planning Fire Standard for approval Appendix C – Code of Ethics Fire Standard

Summary

The purpose of this paper is to confirm that Quality Assurance (QA), details of which were circulated by email to Board members separately, has been satisfactorily completed on the Community Risk Management Planning Fire Standard.

It also provides Board with the proposed final draft of the Code of Ethics Fire Standard for sign-off for QA.

Recommendations and decisions required;

The Board is asked to:

- Note the extract from the QA report attached in Appendix A;
- Finally approve the **Community Risk Management Planning** Fire Standard in Appendix B;
- Note the revised version of the **Code of Ethics** Fire Standard in Appendix C; and
- Agree to sign-off the **Code of Ethics** Fire Standard to commence QA.

Background Information

Community Risk Management Planning Fire Standard

The Community Risk Management Planning Fire Standard was subject to a full and open consultation and signed off at the last Board meeting before starting QA. The full QA report will be shared with Board members prior to the Board meeting on 19th April.

If the Board is willing to approve this Fire Standard, publishing is proposed for Monday 7th June 2021 in line with the overall launch plans for other Fire Standards. Communications and launch planning are currently underway.

Extract from Quality Assurance Report for Community Risk Management Planning Fire Standard

Executive Summary

The Fire Standards Board (FSB) has developed a detailed and comprehensive development process to be followed when creating all new or revised Fire Standards. The process is designed to ensure that if followed, all of the necessary steps will have been taken to result in a fit for purpose Fire Standard. This report summarises the findings and recommendations of an independent review of how closely this process has been followed, prior to publication of the draft Community Risk Management Planning (CRMP) Fire Standard. It aims to provide the Board with sufficient assurance that the draft has been properly developed in line with its processes.

Overall, the findings are that the FSB can be confident that the CRMP Fire Standard development broadly followed its proper processes. There are a number of areas, particularly in the early stages of the Fire Standard's development, for example around scoping and commissioning, where some steps were missed or where there is limited auditable evidence that the process was followed. However, it is acknowledged that the development of this early Fire Standard, in some respects pre-dates the evolving procedure. Furthermore, those areas where there is limited (or no) assurance, are not significant enough steps in the process to undermine confidence in the final product.

In all significant respects, particularly around important areas such as stakeholder engagement and consultation, the proper processes were closely followed, and the Board can be assured that the draft ready for publication has been widely researched by subject matter experts and informed by stakeholder consultation. There is still some learning from this process where steps were not fully followed, or where there can be limited assurance that the process was robust enough. These are highlighted below as recommendations for future Fire Standards development

The QA report details recommendations which relate to the development process. Many of these recommendations reflect similar points as made in the previous QA exercise and which the CPO have embedded into current and future Fire Standards development.

Community Risk Management Planning Fire Standard

Title of Standard	Community Risk Management Planning		
Business Area/Capability	Community Risk Programme		
NFCC Sponsor	NFCC Community Risk Programme		
Date of approval	[for office use]	Date of Issue	[for office use]
Reference Number	[for office use]	Review Date	[for office use]
Desired Outcome			
<p>A fire and rescue service that assesses foreseeable community related risks and uses this knowledge to decide how those risks will be mitigated. A service carrying out community risk management planning will:</p> <ol style="list-style-type: none"> 1. Be able to demonstrate how protection, prevention and response activities have and will be used collectively to prevent and/or mitigate fires and other incidents to reduce the impact on its communities (including Business), firefighters and to promote economic wellbeing; 2. Effectively consult and engage (in line with its governance arrangements) with communities, FRS staff and stakeholders at appropriate stages of the community risk management planning process; 3. Use a robust risk analysis process (giving due regard to existing and emerging local, regional and national hazards) to support evidenced, transparent and inclusive decision-making regarding resource deployment; 4. Ensure resource deployment decisions are balanced against an assessment of internal and external resource availability (including collaborative and cross-border working opportunities and via national resilience) and other key organisational influences that inform the overall strategic planning process; and 5. Create, and be able to evidence, its community risk management plan in line with a nationally approved structure which involves the key components detailed within this standard. 			
To achieve the Fire Standard			
<p>A fire and rescue service must:</p> <ol style="list-style-type: none"> 1. Utilise and share accurate data and business intelligence (from both internal and external sources) to support key activities such as evidenced-based decision making, horizon scanning, cross border risk identification and organisational learning; 2. Ensure transparency in the community risk management planning process through either implementing and/or supporting ongoing engagement and formal consultation processes, ensuring these are accessible and publicly available; 3. Ensure that organisational decisions and the measures implemented support equality, diversity, inclusivity, are non-discriminatory and are people impact assessed; 4. Meet its legislative, framework and governance requirements linked to Community Risk Management; 5. Be able to evidence its external and internal operating environment and the strategic objectives the community risk management plan is seeking to achieve; 			

APPENDIX B

6. Identify and describe the existing and emerging local, regional and national hazards it faces, the hazardous events that could arise and the risk groups (People, Place, Environment and Economy) that could be harmed;
7. Analyse risk, consider its risk appetite, determine the risk levels and prioritise risk accordingly;
8. Make decisions about the deployment of resources based on the prioritised risk levels and planning assumptions involved. This should be carried out with consideration to internal and external resource availability (people, financial and physical) including collaborative, cross-border and national resilience assistance. Consideration should also be given to other strategic influences such as consultation feedback, stakeholder engagement and political objectives;
9. Continually evaluate the effectiveness, efficiency and delivery of the community risk management plan and the organisational impact of risk management decisions;
10. Be able to clearly define who has overall accountability for the community risk management plan and responsibility for the various components contained within it; and
11. Provide training and/or support (where required) to all who are involved in the development, management and implementation of the community risk management plan.

Expected benefits of achieving the Fire Standard

1. National approach and improved understanding in the development and evidence base of local community risk management planning;
2. Improved standardisation in the use of data and business intelligence within community risk management planning will aid information sharing, evaluation of activities and sharing of good practice;
3. Standardised and nationally approved approach to Community Risk Management planning will help to maximise the efficiency of cross border, collaborative and national working opportunities.
4. Evidenced, inclusive and transparent resource deployment decisions that target FRS resources in an efficient and effective manner to mitigate community, firefighter and economic risk;
5. Through effective consultation and engagement communities, FRS staff and other stakeholders will be able to understand, scrutinise and/or influence risk management objectives and plans; and
6. Community risk management plans that can withstand the requirements of external scrutiny and inspection.

Legal Requirements or mandatory duties

The key legislation, regulation, and duties linked to a Fire and Rescue Service's community risk management planning can include (but is not limited to) the following:

[National Risk Register 2020](#)

[Fire and Rescue National Framework for England 2018](#)

[Data Protection Act 2018](#)

[Policing and Crime Act 2017](#)

[Chapter 4 - Local Responder Risk Assessment Duty 2012](#)

[Localism Act 2011](#)

[Equality Act 2010](#)

[The Fire and Rescue Services \(Emergencies\) \(England\) Order 2007](#)

[The Regulatory Reform \(Fire Safety\) Order 2005](#)

[Civil Contingencies Act 2004](#)

[Fire and Rescue Services Act 2004](#)
[Local Government Act 2000](#)
[The Management of Health and Safety at Work Regulations 1999](#)
[Human Rights Act 1998](#)
[Health and Safety at Work Act 1974](#)
[National Operational Guidance](#)

Linked qualifications, accreditations or Fire Standards

Currently there are no specific or linked qualifications and accreditations for this Fire Standard, however future projects are being scoped regarding competencies linked to CRMP processes.

Guidance and supporting information

Detailed guidance will be forthcoming regarding the components listed above and will be hosted on <https://www.ukfrs.com> to support fire and rescue services in the development of their community risk management plans.

Title of Standard	Code of Ethics		
Business Area/Capability	Leadership		
Sponsoring NFCC Committee	NFCC People Programme		
Date of approval	[for office use]	Date of Issue	[for office use]
Reference Number	[for office use]	Review Date	[for office use]
Desired Outcome			
<p>A fire and rescue service which has embedded and is committed to the ethical principles and professional behaviours contained in the Core Code of Ethics (Core Code) and in so doing generates a more positive working culture and continuously improves the quality of service to the public.</p> <p>This is evidenced by the attitudes and conduct of those who lead and all who work for, or on behalf of, the service and that the service operates according to corporate ethical business practices.</p>			
To achieve this Fire Standard			
<p>A fire and rescue service must:</p> <ol style="list-style-type: none"> 1. Adopt and embed the Core Code to demonstrate that the service is fully committed and compliant at both an individual and corporate level. 2. Ensure the attitudes, professional behaviours and conduct described within the core code are reflected in its decision-making, policies, procedures, processes, and associated guidance that govern how the service manages and supports its workforce. 3. Provide training and support to all those who work for, or on behalf of, a service to achieve their understanding of the Core Code and an appreciation of their responsibilities in adhering to it. 4. Not detract from the Core Code. <p>Those who lead services and those who work for, or on behalf of, the service must:</p> <ol style="list-style-type: none"> 5. Understand, respect, and follow the principles of the Core Code and demonstrate this by their commitment to it and their responsibility for upholding it. 6. Conduct themselves in accordance with the Core Code. 			

APPENDIX C

Those responsible for the governance of fire and rescue services, whilst complying with their own ethical codes must:

7. hold the Chief Fire Officer to account for the implementation of the Core Code at a local level;
8. play a proactive role in challenging behaviour inconsistent with the Core Code; and
9. ensure strategies, policies and performance measures are in place to promote and embed a positive and inclusive culture.

A fire and rescue service should:

10. Designate a senior leader who is responsible for promoting the Core Code throughout the service and ensuring that all those who work for, or on behalf of, the service understand its contents and what is expected of them.

Expected benefits of achieving the Fire Standard

1. Achieves greater consistency in ethical and professional behaviour throughout the service
2. Generates a more positive working culture, which embraces learning and is transparent and accountable
3. Improves trust in and reputation of the service
4. Enables all those who work for, or on behalf of, to challenge inappropriate behaviour and hold others to account for their actions
5. Improves the recruitment and retention of a workforce that is representative of the community it serves
6. Improves governance and leadership of the service

Legal Requirements or mandatory duties

- [Equality Act](#)
 - [Public Sector Equality Duty](#)
- [Local Audit and Accountability Act](#)
- [The Accounts and Audits Regulations](#)

Linked qualifications, accreditations, or Fire Standards

This Fire Standard and the core code underpin all Fire Standards.

Currently there are no specific or linked qualifications and accreditations for this Fire Standard.

Guidance and supporting information

APPENDIX C

Core Code of Ethics for Fire and Rescue Services [[Link to be updated once published](#)]

[CIPFA Principles of Good Governance](#)