BOARD PAPER

Item Number	**Item 4 – Paper 1**
Title of Paper	**Fire Standards Delivery - Progress Report**
Decision or Information	For information
Date of Meeting	20th December 2023
Presented by	Fire Standards Team
Attachments	Appendix A – Revised Timeline

Summary

This paper provides an update on the progress made in developing the final phase of the suite of Fire Standards. It also includes an addendum relating to the Safeguarding Fire Standard on which the Board's views are required.

These are the standards included in the Resources areas of activity in the Enabling category of the Activity Framework. The figure below is an extract from the Activity Framework showing the Enabling Category and the activities within it. The white boxes indicate the activities being covered by the remaining Fire Standards in development.
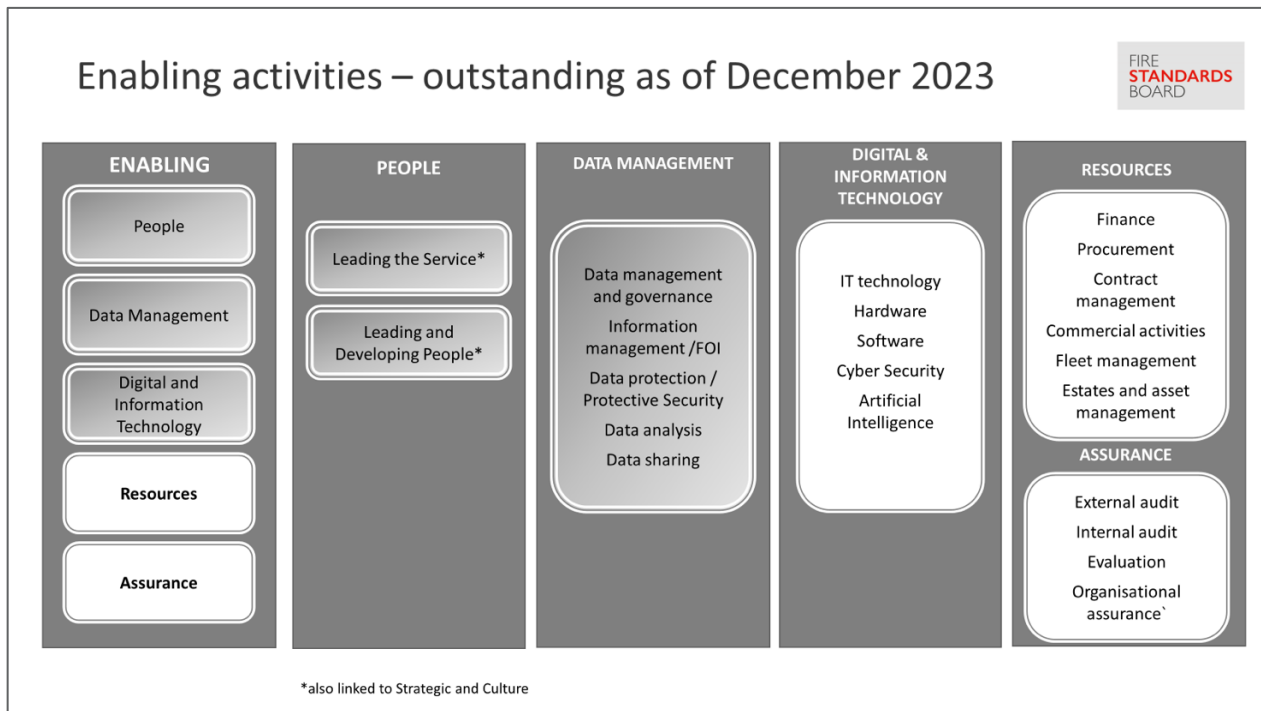
Recommendations and Decisions Required

The Board is asked to note the contents of this paper.

Fire Standards Development – Progress Highlights

Details of the progress made and next steps for these Fire Standards are contained in the table on page 5.

As the Board may recall, following the discussion held at its meeting in October, it was agreed to prioritise finishing the initial suite of Fire Standards and to reconsider the timelines for review work on published standards at the start of the next financial year.

Highlights include:

Internal Governance and Assurance Fire Standard

- the draft Internal Governance and Assurance Fire Standard is out for consultation, which is due to close on 18th December 2023.

Procurement and Asset Management Fire Standard

- Following the last Board meeting, further feedback on the Procurement and Asset Management Fire Standard from Home Office colleagues was received in early November.

- The feedback was considered, and revisions proposed, a further draft was shared with Board for approval to consult early December and all members except the Home Office approved progression to consultation.

- A meeting to discuss Home Office concerns was held on 11th December. It as agreed that work to improve the wording in the current version was valuable to undertake before consultation. As a result, a workshop will be held in early January involving Home Office colleagues and some of the peer review group members representing the views of subject matter expertise from the services to finalise amendments to the draft Fire Standard

- Consultation will be delayed until an agreement on wording is reached.

Digital and Information Technology Fire Standard

- Work on the Digital and Information Technology Fire Standard has been initiated:

  - Callum Faint (CFO Leicestershire FRS and National Lead for Digital, Technology and Cyber) is the NFCC Lead for this standard.

  - Scoping workshops with stakeholders have been held to confirm the scope and gather any related information to support early drafting work.

  - An early draft of the Fire Standard has been populated, but further drafting and editing work is required. It is anticipated that a pre-consultation draft may be presented to Board via email during February 2024.

ADDENDUM - SAFEGUARDING FIRE STANDARD

The Board is asked to consider a query received in relation to the Safeguarding Fire Standard, the background of which is listed below:

- This standard was reviewed as part of the response to the Spotlight Review on Culture by HMICFRS.

- The NFCC Safeguarding Board provided subject matter expertise, advice and proposed revisions as part of the review process.

- The revised Fire Standard is now published on the FSB website.

- Having reviewed the published revisions, the NFCC Safeguarding Board has queried one of the revisions as it differs from the wording they proposed. The wording in question is within the *How to Achieve* section of the Fire Standard. The extract of the published Fire Standard is below along with their wording the NFCC Safeguarding Board is submitting should be used.

- Extract from the published Fire Standard and the sentence in question is at point 5:

The alternative wording put forward by Safeguarding team on 17th October reads as follows:

"implement appropriate and proportionate processes to enable regular background checks for individual roles or duties and having due regard to the Rehabilitation of Offenders Act 1974 (exceptions)."

They state that the revised text now means "*the Fire Standard hosts a different meaning to one provided by the safeguarding team and therefore does not align with legislative change*".

However, the FST believes that the current wording in the standard is correct as it is their understanding that the legislation calls for checks to be conducted in accordance with the role or duties of an individual. Therefore, it is argued that it is the checks which are needed to be done in a proportionate way rather than the process being proportionate.

The Board is asked to consider this matter and advise the FST if the standard requires amendment or can remain as published.

Phase Three Development Plan Progress Summary

Key:

(grey)	Work not started	(amber)	Potential slippage on publication date or issue through development phase identified but is being managed
(green)	On track for target publication date	(red)	Issue requires Board intervention

Activity Area for Fire Standard	Stage 1 (Scoping)	Stage 2 (Development to post-consultation draft)	Stage 3 (Final governance sign off, approval)	Expected publication date (Post QA)	Summary of recent progress	Next steps
Internal Governance and Assurance	Complete	Complete	Not started	Mar 2024	• Draft Fire Standard developed following SME workshops and peer review. • Pre-consultation draft presented to Board for approval to consult on 9th Oct 2023 • Minor revised proposed and agreed via email. • Consultation in progress – proposed closing date 18th Dec 2023	• Post consultation analysis Jan 2024 • Final draft and post consultation report expected Feb 2024 • Sign off for QA expected Mar 24 • Final approval Mar/Apr 24 • Publish and Launch Apr / May 24

Activity Area for Fire Standard	Stage 1 (Scoping)	Stage 2 (Development to post-consultation draft)	Stage 3 (Final governance sign off, approval)	Expected publication date (Post QA)	Summary of recent progress	Next steps
Procurement and Asset Management	Complete	In progress	Not started	Mar 2024	• Draft Fire Standard developed following SME workshops and peer review held during April and May 2023. • Further evolution of all resource's standards led to multiple draft Outcome Statements being presented to Board in July 2023 for steer on way forward. • Board agreed with the proposal to being procurement and asset management into a single Fire Standard. • Further re-drafting and peer review work undertaken during summer 2023. • Pre-consultation draft presented to Board for approval to consult on 9th Oct 2023 • Board members supported consultation subject to additional comments received from Home Office – Nov 2023 • Feedback received, considered and revisions made, circulated to Board for approval to consult – Nov 2023 • Home Office approval outstanding subject to meeting on 11th Dec 2023 • Agreement to further refine wording with peer reviewers and Home Office early Jan 2024	• Finalise version and release for consultation – proposed Jan 2024 to close mid Feb 2024 • Post consultation analysis – Feb/Mar 2024 • Final draft and post consultation report expected – Mar 2024 (subject to consultation) • Sign off for QA expected – Mar/Apr 2024 (subject to consultation) • Final approval - Apr 2024 (subject to consultation) • Publish and Launch May 2024 (subject to consultation)
Digital and Information Technology	In progress	Not started	Not started	Jun 2024	• NFCC Lead Identified – Callum Faint, National Lead for Digital, Technology and Cyber linked to the NFCC Digital, Data and Technology Committee • Initial scoping workshops held with key stakeholders to inform scope and start identifying existing guidance / standards to link to • Early draft Fire Standard in place informed from discussions on scope to date • Work to identify stakeholders to inform communications planning has been initiated.	• Drafting work and peer review to be completed Jan /Feb 2024 • Pre-consultation draft prepared for approval to consult – Feb 2024 • Consultation open – Feb / Mar 2024 • Post consultation analysis and revised draft prepared – Mar - Apr 2024 • Approvals for QA and publication – Apr/May 2024 • Publication – Jun 2024

The table below provides an illustration of proposed timelines for completion of outstanding development and review work, subject to available capacity and agreement by the Board. (numbers on timeline relate to the steps of the development process – see key on page 6)

Fire Standards	FY 2023- 2024												FY 2024-2025											
	Q1 23-24			Q2 23-24			Q3 23-24			Q4 23-24			Q1 24-25			Q2 24-25			Q3 24-25			Q4 24-25		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
In development																								
Resources - Finance Activities	1	2	2	2	2	2	Combined with other Fire Standards																	
Resources - Procurement & Asset Management	1	2	2	2	2	2	2	2	2	3	3	3	4,5	6,7	8	9	9	9						
Resources - Procurement	1	2	2	2	Combined with Asset Management																			
Resources - Internal Governance and Assurance	1	2	2	2	2	2	2	3	3	3	4,5	6,7	8	9	9	9								
Digital and Information Technology							1,2	1,2	2	3	3	3	3	3,4	5,6,7	8	9	9	9					
Exceptional Review Process Related to Financial scope* (Proposed timelines to be confirmed by FSB)																								
Leading the Service																								
Leading and Developing People																								
CRMP																								
Emergency Prepardness and Resilience																								
Data Mangement																								
Periodic Reviews* (Proposed timelines to be confirmed by FSB)																								
Review: Operational Competence																								
Review: Operational Preparedness																								
Review: Operational Learning																								
Review: Emergency Response Driver																								
Review: Code of Ethics																								
Review: CRMP																								
Review: Prevention																								
Review: Protection																								

1. **In development**

   This represents the Fire Standards that will complete the initial suite.

2. **Exceptional Review**

   This shows a potential timeline for the agreed work to complete the exceptional reviews necessary to consider, and incorporate where appropriate, the outstanding finance elements into the other Fire Standards identified.

3. Periodic review

This shows a potential timeline for carrying out the periodic review of published standards. The initial stage of the process will identify if a review is needed and the scale of review required (minor, moderate or major) in line with the agreed review processes. It is suggested the timing of periodic review work could be decided based on review and amendment of standards to support the completion of HMICFRS Culture Review recommendations, alongside feedback coming from services via the Implementation Support Team.

Key: - Stages of Fire Standards Development

Stage	Activity and outputs	Time estimate
1	Scoping and planning	2 mths
2	Development work including peer review and production and then sign-off pre-consultation draft	3 mths
3	Consultation period, consultation analysis and report produced, production of post-consultation draft	3 mths
4	FSB Sign off for QA	1 wk
5	Quality Assurance	3 wks
6	FSB Final approval	1 wk
7	Publish	1 wk
8	Launch	2 mths
9	Implementation support, gathering feedback on impact and benefits realisation	Ongoing