

To: All Members of the Authority



J. Henshaw
LLB (Hons)
Clerk to the Authority

Tel: 0151 296 4000
Extn: 4112 Helen Peek

Your ref:

Our ref HP/NP

Date: 16 July 2014

Dear Sir/Madam,

You are invited to attend a meeting of the **AUTHORITY** to be held at **1.00 pm** on **THURSDAY, 24TH JULY, 2014** in the Temporary JCC Meeting Room at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

Please note, this meeting will be followed by Mandatory Training for all Members, regarding Legal Responsibilities and the Code of Conduct.

Yours faithfully,



Clerk to the Authority

Encl.

This page is intentionally left blank

MERSEYSIDE FIRE AND RESCUE AUTHORITY

AUTHORITY

24 JULY 2014

AGENDA

1. Preliminary Matters

The Authority is requested to consider the identification of:

- a) declarations of interest by individual Members in relation to any item of business on the Agenda
- b) any additional items of business which the Chair has determined should be considered as matters of urgency; and
- c) items of business which may require the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

2. Minutes of the Previous Meeting (Pages 1 - 16)

The Minutes of the previous meeting of the Authority, held on 26th June 2014, are submitted for approval as a correct record and for signature by the Chair.

3. EXEMPT Minutes of the Previous Meeting (Pages 17 - 18)

4. Revenue & Capital Outturn 2013/14 (Pages 19 - 42)

To consider Report CFO/079/14 of the Deputy Chief Executive, concerning the Authority's year-end financial position for 2013/14.

5. Equality and Diversity Annual Report 2013/14 (Pages 43 - 148)

To consider Report CFO/081/14 of the Deputy Chief Fire Officer, concerning an update on progress made against the Authority's Equality and Diversity Objectives, including Year 1 2013/14 of the Equality and Diversity Action Plan 2013/16.

6. JCC Update (Pages 149 - 170)

This Report contains EXEMPT information by virtue of paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

To consider Report CFO/080/14 of the Deputy Chief Executive, concerning an update on progress in relation to the works on the Joint Command and Control Centre (JCC).

If any Members have queries, comments or require additional information relating to any item on the agenda please contact Committee Services and we will endeavour to provide the information you require for the meeting. Of course this does not affect the right of any Member to raise questions in the meeting itself but it may assist Members in their consideration of an item if additional information is available.

Refreshments

Any Members attending on Authority business straight from work or for long periods of time, and require a sandwich, please contact Democratic Services, prior to your arrival, for arrangements to be made.

MERSEYSIDE FIRE AND RESCUE AUTHORITY

26 JUNE 2014

MINUTES

Present: Cllr Dave Hanratty (Chair) Councillors Linda Maloney, Robbie Ayres, Peter Brennan, Roy Gladden, Ted Grannell, John Kelly, Barbara Murray, Lesley Rennie, Denise Roberts, James Roberts, Jean Stapleton and Sharon Sullivan

Also Present:

Apologies of absence were received from: Cllr Les Byrom (Vice-Chair), Cllr Jimmy Mahon, Cllr Tony Newman, Cllr Steve Niblock and Cllr Tony Robertson

CHAIRS ANNOUNCEMENT

Ex Members

The Chair offered thanks and best wishes for the future on behalf of the Authority, to the three Members who have left the Authority as a result of the Local Elections - Vi Bebb, Andrew Blackburn and Pat Moloney, who were invited to the meeting to say farewell to colleagues.

Pat Moloney was in attendance and the Chair presented him with a small gift and letter of appreciation for his services, knowledge, constructive challenge and support on Merseyside Fire and Rescue Authority.

Pat Moloney accepted the gift and expressed his gratitude and pleasure of working with political colleagues and officers during his time on the Authority and his desire to return to the Authority in the future.

Andrew Blackburn had offered his apologies, as he was unable to attend, and had requested that Councillor Tony Robertson pass his gift on to him.

Vi Bebb was not in attendance.

New Members

The Chair welcomed the three New Members appointed to Merseyside Fire and Rescue Authority, Councillors Peter Brennan and James Roberts, from Liverpool City Council and Councillor Tony Robertson from Sefton Borough Council.

1. Preliminary Matters

The Authority considered the identification of any declarations of interest, matters of urgency or items that would require the exclusion of the press and public due to the disclosure of exempt information.

Resolved that:

- a) no declarations of interest were made by individual Members in relation to any item of business on the Agenda.
- b) no additional items of business were determined by the Chair to be considered as matters of urgency; and
- c) item 20 Settlement of an Employer's Liability Claim Report CFO/074/14 is exempt by virtue of paragraphs 1,2 and 3 of Part 1 Schedule 12A of the Local Government Act 1972. Therefore this item of business required the exclusion of the press and public during consideration thereof due to the possibility of the disclosure of exempt information.

2. Minutes of the Previous Meeting

The Minutes of the previous meeting of the Authority, held on 6th May 2014, were approved as a correct record and signed accordingly by the Chair.

3. Election Of Chairman

Nominations for the position of Chair of the Authority were requested.

Nominee

Councillor Dave Hanratty - moved by Councillor Linda Maloney,
seconded by Councillor Ted Grannell

Vote:

<u>For</u>	<u>Against</u>	<u>Abstain</u>
Unanimous	Nil	Nil

Resolved that:

Councillor Dave Hanratty be appointed as Chair of the Authority, and preside over the remainder of the meeting.

4. Election Of Vice-Chairman

Nominations for Vice Chair position/s of the Authority were requested.

Nominees

Councillor Linda Maloney - moved by Councillor Dave Hanratty,
seconded by Councillor Sharon Sullivan

Councillor Les Byrom - moved by Councillor Dave Hanratty,
seconded by Councillor Sharon Sullivan

Vote:

For
Unanimous

Against
Nil

Abstain
Nil

Resolved that:

Both Councillor Linda Maloney and Councillor Les Byrom be re-appointed as Vice Chairs of the Authority.

5. Membership of the Authority 2014/15

(CFO/065/14)

Members considered report CFO/065/14 of the Clerk to the Authority regarding the changes to the Membership of the Authority for 2014/15 noting the replacement of Andrew Blackburn (Sefton, Lib Dem), Vi Bebb (Liverpool, Labour) and Pat Moloney (Liverpool, Lib Dem) with Tony Robertson (Sefton Lib Dem), Peter Brennan (Liverpool Labour) and James Roberts (Liverpool, Labour).

The Authority for 2014/15 will comprise of 18 Elected Members with the political make up being: 16 Labour, 1 Conservative and 1 Liberal Democrat Member, appointed from the 5 district Councils as follows:

Liverpool Councillors

Wirral Councillors

Knowsley Councillors

Barbara Murray
(Labour)

Denise Roberts
(Labour)

Ted Grannell
(Labour)

Dave Hanratty
(Labour)

Jean Stapleton
(Labour)

Tony Newman
(Labour)

James Roberts
(Labour)

Lesley Rennie
(Conservative)

Peter Brennan

Steve Niblock

(Labour)

(Labour)

Roy Gladden
(Labour)

Sharon Sullivan
(Labour)

Sefton Councillors

St Helens Councillors

Jimmy Mahon
(Labour)

Linda Maloney
(Labour)

John Joseph Kelly
(Labour)

Robbie Ayres
(Labour)

Les Byrom
(Labour)

Tony Robertson
(Liberal Democrat)

The Authority will also continue with the Appointment of Independent Person Anthony Boyle.

Resolved that:

The content of the report be noted.

6. Structure of the Authority

(CFO/064/14)

Members considered report CFO 064/14 of the Clerk to the Authority regarding the minimum legal structure of the Authority, the decisions making structure to be set for 2014/15, the appointment of Members to Committees, nomination of Chairs, determination of powers and duties of Committees and the appointment of Members to Lead Member Roles.

Resolved that:

- a) That the following Appointments, Committees and decision making structure of the Authority for 2014/15 be approved:

Chair of the Authority: Cllr Dave Hanratty
Vice-Chair of Authority: Cllr Les Byrom
Vice-Chair of Authority: Cllr Linda Maloney.

Labour: Group Leader: Cllr Dave Hanratty (Chair).
 Liberal Democrat: Opposition Spokesperson: Cllr. Tony Robertson
 Conservative: Opposition Spokesperson: Cllr. Lesley Rennie

Committee	Members
Community Safety & Protection Committee 8 Members (7 Labour, 1 Opposition)	1 Linda Maloney(Chair) 2 Robbie Ayres 3 John Joseph Kelly 4 Jimmy Mahon 5 Barbara Murray 6 Tony Newman 7 Steve Niblock 8 Tony Robertson
Consultation and Negotiation sub Committee 5 Members (4 Labour, 1 Opposition)	1 Jimmy Mahon (Chair) 2 Labour 3 Labour 4 Labour 5 Tony Robertson
Policy & Resources Committee 8 Members (7 Labour, 1 Opposition)	1 Les Byrom (Chair) 2 Peter Brennan 3 Roy Gladden 4 Ted Grannell 5 Denise Roberts 6 Jean Stapleton 7 Sharon Sullivan 8 Lesley Rennie

Committee	Members
Audit Sub Committee Sub Committee to Policy & Resources Committee 5 Members (4 Labour, 1 Opposition)	1 Roberts (Chair) 2 Peter Brennan 3 John Joseph Kelly 4 James Roberts 5 Tony Robertson
Performance & Scrutiny Committee 7 Members (6 Labour, 1 Opposition) Plus 1 Independent Person	1 Ted Grannell (Chair) 2 Robbie Ayres (Ops. Response) 3 Barbara Murray (Strat. & Perform.) 4 Tony Newman (Prevent. & Protect.) 5 Jean Stapleton (Fin. Asset. & Effic.) 6 Sharon Sullivan (People & Org.) 7 Lesley Rennie (Ops. Preparedness)
Appointments Committee (3 Labour, 1 Conservative, 1 Lib Dem) Made up of the Chair, Vice Chairs, Opposition Spokespersons	1 Dave Hanratty (Chair) 2 Les Byrom 3 Linda Maloney 4 Lesley Rennie 5 Tony Robertson
Appeals Committee (3 Labour, 1 Conservative, 1 Lib Dem) Made up of the Chair, Vice Chairs, Opposition Spokespersons	1 Dave Hanratty (Chair) 2 Les Byrom 3 Linda Maloney 4 Lesley Rennie 5 Tony Robertson
Member Development Group (2 Labour, 1 Conservative, 1 Lib Dem)	1 Jimmy Mahon (Chair) 2 Steve Niblock 3 Lesley Rennie 4 Tony Robertson

Lead Members:

(Special Responsibility Roles, who have a seat on Performance & Scrutiny Committee).

Lead Role	Lead Member
Finance, Assets & Efficiency	Cllr Jean Stapleton
Operational Preparedness	Cllr Lesley Rennie
Operational Response	Cllr Robbie Ayres
People & Organisation	Cllr Sharon Sullivan
Prevention & Protection	Cllr Tony Newman
Strategy & Performance	Cllr Barbara Murray

- b) Should Members be unable to attend a meeting they are appointed to, they are to arrange for an appropriate Alternate Member to attend on their behalf, to ensure correct political balance; and inform Democratic Services of such representatives prior to the start of the relevant meeting.

7. The Authority's Constitution

(CFO/069/14)

Members considered report CFO/069/14 of the Clerk to the Authority regarding the Draft revised Constitution.

Resolved that:

- a. The Constitution for 2014/15 be approved.
- b. The Monitoring Officer to the Authority be instructed to review the Constitution in light of any changes in legislation, and bring a further report to the Authority in these circumstances, and;
- c. For environmental and administration purposes, Members retain their copy of the Constitution, so that only any future approved amendments need be provided to Members for replacement.

8. Authority Meeting Dates for 2014/15

(CFO/066/14)

Members considered report CFO/066/14 of the Clerk to the Authority regarding proposed dates for Authority meetings and events for the municipal year 2014/15 (appendix 1 of the report) and draft dates for 2015/16 (appendix 2 of the report), in order for Officers to set deadlines, plan events and prepare reports.

Resolved that:

- a. The schedule of meeting dates for 2014/15 be approved; and
- b. The schedule of draft meetings dates for 2015/16 be approved as draft dates, to be ratified at the 2015 Annual General Meeting.

9. Members Allowance Payments 2013/14

(CFO/067/14)

Members considered report CFO/067/14 of the Clerk to the Authority regarding Members Allowance Payments for the financial year 2013/14.

Resolved that:

The information contained within the report and Appendix 1, be noted.

10. Scheme of Members Allowances 2014/15

(CFO/068/14)

Members considered report CFO/068/14 of the Clerk to the Authority, requesting the Authority to review the current Scheme of Members' Allowances, and make recommendations for any changes it wishes to make to the Scheme.

Resolved that:

The Authority, in order to achieve a 10% reduction in Members Allowance Budget over 4 years, as agreed by the Authority at the Annual meeting 2013, approve the revised Scheme of allowances as follows:

- a) The Annual Special Responsibility Allowance for Political Group Leader (excluding Chairperson) be reduced 50% from £8,070 to £4,035; and
- b) The Annual Special Responsibility Allowance for Opposition Spokesperson reduce 50% from £4,035 to £2,018.
- c) No other changes be identified to the Scheme, in line with the structure of the Authority (considered as a separate item at this meeting).
- d) Members note that inflationary increases to Merseyside Fire and Rescue Authority's Scheme of Members Allowances, are normally aligned to the previous year's Firefighters' pay, which increased 1% in July 2013, and is subject to a 1% pay offer for 2014/15; and agreed that:
 - i. the 1% increase in line with Firefighters pay award July 2013, be rejected and;

- ii. their intention to reject any pending pay increase in line with Firefighters pay award for 2014/15 (subject to National agreement) which would apply to 2015/16 allowances, be confirmed.
- e) Continuation of the combined roles of Co-opted Member (appointed to Performance and Scrutiny Committee as a non-voting Member), and Independent Person (to consider any complaints against Members, alleged to have breached the Members Code of Conduct), undertaken by Mr Anthony Boyle as 'Independent Person', be confirmed.
- f) Payment for undertaking these roles be paid at a daily attendance rate of £50 (as and when required), subject to submission and verification of invoices.

11. Questions on the Discharge of Functions

(CFO/070/14)

Members considered report CFO/070/14 of the Clerk to the Authority requesting nomination of a Member from each of the five constituent District Councils as the Members responsible for answering questions in their Council on the discharge of the functions of Merseyside Fire & Rescue Authority.

Resolved that:

The following Members be appointed by the Authority as the Members responsible for answering questions within their Council on the discharge of the functions of Merseyside Fire & Rescue Authority:

<u>Councillor</u>	-	<u>Council</u>
Councillor Tony Newman	-	Knowsley
Councillor Dave Hanratty	-	Liverpool
Councillor Les Byrom	-	Sefton
Councillor Linda Maloney	-	St Helens
Councillor Denise Roberts	-	Wirral

12. Appointment to Outside Organisations

(CFO/071/14)

Members considered report CFO/071/14 of the Clerk to the Authority, advising of the outside organisations to which the Authority is currently affiliated, and requesting where appropriate, confirmation to continue affiliation and appointment of representatives to those Organisations.

Resolved that:

1. Continuation of affiliation with the following organisations; and the appointment of the following Members to those organisations, be approved:

<u>Organisation</u>	<u>Representative Member</u>
a. Local Government Association Fire Services Commission	Cllrs Dave Hanratty, Les Byrom & Linda Maloney - additional Member
b. North West Employers' Organisation	Cllr Roy Gladden
c. National Joint Council	Cllr Dave Hanratty – Spokesperson on Employers Side of NJC for Local Authority Fire Brigades
d. North West Fire and Rescue Forum	Cllrs Dave Hanratty, Les Byrom & Linda Maloney (Chair & Vice Chairs)
e. Fire Support Network and Toxteth FireFit Hub	Cllr Tony Newman (currently trustee – which is to be approved by the Company Board)
f. Association of Metropolitan Fire & Rescue Authorities	Cllrs Dave Hanratty & Linda Maloney
g. Local Authorities Confronting Disasters and Emergencies	Cllr Ted Grannell
h. Merseyside Brussels Office	Cllr Steve Niblock

2. The disbandment of the Local Government Association Urban Commission in October 2013, be noted.

13. Approved Conferences and Outside Meetings
(CFO/072/14)

Members considered report CFO/072/14 of the Clerk to the Authority, concerning the list of approved conferences and outside meetings and any revisions to the list that the Authority wish to make.

Resolved that:

- a) In accordance with the scheme of Members Allowances, the following conferences and meetings be approved as standing events at which the Authority should be represented, subject to the Clerk determining precise representation, following consultation with the Chair and Opposition Spokespersons and also having ascertained that sufficient budgetary provision is available:-

LGA Annual Meeting (General Assembly) and Conference;
LGA Fire Services Commission (replaced Fire Forum);
LGA Urban Commission Meetings;
LGA Annual "Fire" Conference (normally preceded by Fire Services Management Committee)
North West Employers Meetings;
Meetings of North West Fire and Rescue Forum
Meetings with the District Auditor;
Budget consultation meeting with the Chamber of Commerce;
Meetings with Merseyside Co-ordinating Committee;
Meetings with Merseyside Brussels Office;
Meetings of Metropolitan Chief Fire Officers;
Chief Fire Officers Association (CFOA) Annual Conference
Meetings with Ministers
Meetings with MP's

- b) The Fire Services Management Committee (FSMC) to which Authority Members are appointed by the LGA's political groups through their own appointments process, be noted.
- c) In accordance with the terms of the scheme, it be noted that Members attending the above conferences and meetings are entitled to claim the appropriate attendance, travel and subsistence allowances.
- d) Members note that following consultation with the Chair and Opposition Spokespersons; and subject to budgetary resources being available, the Clerk to the Authority also has delegated power to determine the attendance of Members at other conferences and meetings of outside organisations.

14. Meetings with National Politicians at Party Political Conferences
(CFO/073/14)

Members considered report CFO/073/14 of the Clerk to the Authority regarding possible attendance of Members at meetings held at the location of party

political conferences, in order to make Authority related representations in line with the Members Scheme of Allowances.

Resolved that:

- a) appropriate representatives of the political groups of the Authority, be approved to attend meetings with Ministers, Opposition Spokespersons and other relevant national politicians to be held at the location of their own party political conferences to discuss issues relating to the business of the Authority; and
- b) appropriate travel and subsistence expenses for such meetings be met but no payment of conference fees be made,
- c) Members who attend such events, report back to the Authority regarding issues raised and responses; and progress on information received.

15. Feedback of Task & Finish Group - HR Policies

(CFO/076/14)

Members considered report CFO/076/14 of the Deputy Chief Fire Officer regarding the Feedback of the Task and Finish Group, established to review HR Policies and Procedures and the recommendations of the Performance and Scrutiny Committee in relation to sickness absence and discipline; and requesting the Authority to determine approval of the adoption of the new Policies and Procedures, as resulted from the review.

Members of the Task and Finish Group were given opportunity to comment on their findings and Union representatives given opportunity to voice their opinion.

The Fire Brigade Union (FBU) Official acknowledged that comments and amendments had been submitted by the FBU in relation to the documents, the majority of which were accepted for inclusion. The FBU expressed concern that to agree the Policies before the Authority would have meant over turning a Local Agreement reached in 2005 with Joint Secretaries.

The Chair responded to the FBU Official and confirmed that what was locally agreed in 2005 was likely to have been appropriate at the time, however explained that it was important that the Authority consider what is appropriate now in the current climate, and do their best to ensure that the appropriate policies are in place now to support the reducing workforce.

Resolved that:

- a) The work undertaken by the Task and Finish Group be noted; and the ceasing of its function be approved.

b) The recommendation of the Task and Finish Group and the Performance & Scrutiny Committee, to endorse the introduction of the following Policies and Procedures, be approved:

- Conduct & Capability Policy
- Absence & Attendance Service Instruction
- Capability Service Instruction
- Conduct (Discipline) Service Instruction
- Firefighter Health & Fitness Service Instruction
- Medical Discharge Procedure
- Positive Mental Health and Wellbeing – Service Instruction

c) The recommendation of the Task and Finish Group and Performance & Scrutiny Committee, to revoke the local agreement of 2005 in respect of Disciplinary Management Levels and in doing so agree to the reversion back to those stipulations contained within the Grey Book for ALL staff, be approved.

d) The attendance of Members of the Task & Finish Group, at training sessions with Managers around the new procedures, be approved.

e) The submission of regular update reports to the Performance & Scrutiny Committee, regarding implementation of the policies and procedures, be approved.

16. Reserve Strategy

(CFO/077/14)

Members were provided with a Powerpoint presentation in support of report CFO/076/14 of the Deputy Chief Executive, regarding a potential reserves strategy for the Authority to adopt in light of the Authority debt profile and the need to finance the proposed programme of station mergers without increasing debt costs/burdens.

Resolved that:

a) The Authority's current debt profile, be noted.

- b) The proposal for a reserves strategy to be reported back to the Authority with the Final Accounts for 2013/14, be approved.
- c) The Chief Fire Officer be instructed to enter into dialogue with any firefighters who may wish to be considered for voluntary severance (VS) to see if there are agreements that can be reached that might suit the individual and the public purse.

17. The Future Of National Operational Guidance For The Fire & Rescue Service

(CFO/075/14)

Members considered report CFO/075/14 of the Chief Fire Officer, concerning contributions to ensure the continuation of the National Operational Guidance Programme (NOGP) on a match funded basis with the Department for Communities and Local Government (DCLG).

Resolved that:

A contribution of £25k per year, to ensure the continuation of the NOGP on a match funded basis with DCLG, be approved.

18. Aggregation and collaboration in Procurement

(CFO/049/14)

Members considered Report CFO/049/14 of the Clerk to the Authority, concerning an overview of the Department for Communities and Local Government (DCLG) report 'Fire and Rescue Procurement Aggregation and Collaboration'.

Discussion took place around the recommendations contained within the DCLG Report; and it was noted that the majority of recommendations included within it have already been implemented within the North West.

Resolved that

The content of the report be noted.

19. **Local Government Pension Scheme - Employers Discretionary Policies**
(CFO/078/14)

Members considered Report CFO/078/14 of the Deputy Chief Executive, concerning information regarding the Local Government Pension Scheme.

Resolved that:

- a) The content of the report be noted.
- b) The proposed responses to the discretionary actions be approved.
- c) The submission of the responses to the Merseyside Pension Fund be endorsed.

20. **Settlement of an Employer's Liability Claim**
(CFO/074/14)

This Minute contains EXEMPT information by virtue of Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Close

Date of next meeting Thursday, 24 July 2014

Signed: _____

Date: _____

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

This report is Restricted

This page is intentionally left blank

MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	24 JULY 2014	REPORT NO:	CFO/079/14
PRESENTING OFFICER:	KIERAN TIMMINS		
RESPONSIBLE OFFICER:	KIERAN TIMMINS	REPORT AUTHOR:	IAN CUMMINS
OFFICERS CONSULTED:	STRATEGIC MANAGEMENT GROUP		
TITLE OF REPORT:	REVENUE & CAPITAL OUTTURN 2013/14		

APPENDICES:	APPENDIX A1- A4:	REVENUE BUDGET TO ACTUAL
	APPENDIX B:	CAPITAL BUDGET TO ACTUAL

Purpose of Report

1. To report upon the Authority's year-end financial position for 2013/14.

Recommendation

2. That Members;
 - a. note the actual financial performance against the approved budget and the achievement of a net revenue saving in 2013/14 of £1.352million; and
 - b. approve the proposal to utilise the one-off saving of £1.352m to fund an increase in the Capital Investment Reserve in light of the planned station merger and investment strategy.

Executive Summary

The Authority faced a potential £10m budget deficit over the period 2013/14 – 2014/15, mainly due to a 16% cut in Government Grant. The Authority approved a robust financial plan to meet the deficit.

The approved revenue budget in 2013/14 was £66.721m. Having recognised the likely future financial challenges facing the public sector Members instructed Officers to try to further maximise savings in the year and deliver efficiencies as early as possible.

The final accounts of the Authority have now been completed prior to audit and a £1.352m saving has been delivered. This report proposes that the additional revenue saving of £1.352m be allocated to capital investment reserve in light of the anticipated funding requirement for the station merger projects.

The Authority has an approved strategy of building up reserves in order to provide a short-term buffer while it re-engineers the service; as a hedge against risk; and to avoid compulsory redundancy if possible.

The General Fund balance remains as anticipated at £2.894m.

Capital spending was £9.375m resulting in a variance of £6.906m against the £16.280m budget for 2013/14. The variance can be broken down into:

- A £6.713m re-phasing of planned spend from 2013/14 into 2014/15, requiring the carry forward of capital budget into 2013/14. Most of the rephrasing relates to the JCC project and related ICT schemes and the other proposed works on the Authority Headquarters site, at the workshops and museum
- A net underspend and saving on capital projects of £0.193m

Introduction and Background

3. The Accounts and Audit (England) Regulations 2011 give the responsibility for signing off the unaudited statement of accounts to the responsible finance officer, who in MFRA is the Deputy Chief Executive (DCE). The DCE must sign the statement no later than 30th June immediately following the year-end. The DCE has now signed the 2013/14 statement of accounts (prior to audit) and certified that they represent a true and fair view of the financial position of the Authority. The Authority is still required to consider, approve and sign the statement of accounts for publication by 30th September 2014. The benefit of the change in procedure is that it allows Members to take into account any comments from the Auditor following the completion of their audit before considering the statement of accounts.
4. This report sets out the actual financial performance of the Authority compared to the approved 2013/14 revenue and capital budgets. Although Members are not required to consider or sign the unaudited statement of accounts at this time copies of the statement can be made available for Members' inspection.

2013/14 Budget – Background

5. The Authority faced a £10m budget deficit over the **2013/14 – 2014/15** period (the Authority has referred to this as “**phase 2**” of the austerity cuts) mainly due to a 16% cut in Government grant (which makes up over 66% of the Authority's revenue funding). This challenge was compounded by the fact that the Government grant had been cut 13% over the **2011/2 -2012/13** period and the Authority was required to identify £9m of saving (**phase 1**) to offset this reduction.

6. The Authority's approved financial plan had assumed council tax increases of no more than 2%. The Authority increased council tax by 2% or £1.34 for a band D property in 2013/14.
7. To deliver the required level of savings arising from this funding reduction the Authority acknowledged that as staff costs make up nearly 80% of its revenue budget then it would have to reduce the number of its staff. At the same time the Authority was and is committed to attempting to avoid compulsory redundancies and to seeking to minimise the impact of cuts on service levels to the communities of Merseyside.
8. The Authority adopted a medium term financial plan which included:-
 - An assumption that Central Government's pay strategy for the public sector can be achieved and that there would be a maximum 1% pay bill increase for all staff in line with that strategy for 2013/14 and 2014/15, and 2% thereafter, saving £1.000m.
 - An assumption that the Authority would generate a further £3.170m from other technical savings such as non-employee inflation and revenue costs associated with borrowing.
 - An assumption that additional income could be generated from shared use of current assets and sales.
 - An assumption that the Authority would generate efficiencies from management and back office costs of £2.307million.
 - Despite the Authority's best efforts to minimise the impact on operational fire and rescue response the level of cuts required have necessitated a further reduction in the number of appliances (5 had previously been removed from the front line) from 37 to 28.
 - Assumptions of a Council tax increase in 2013/14 and 2014/15 of 2%, and future years of 4%.

The savings comprised a 15% reduction in managerial and back office roles and a 10% reduction in wholetime Firefighter roles – a total reduction of 147 posts.

9. The delivery of the approved financial plan was monitored closely in addition the formal implementation of a small number of saving options from the previous phase 1 financial plan had to be delivered. The table below summarises progress;

Value of Saving Options yet to be formally implemented					
	2013/14	2014/15	2015/16	2016/17	2017/18
	£'000	£'000	£'000	£'000	£'000
2013/14 - 2014/15 "PHASE 2 "					
Technical					
Inflation Provision Review	-1,000	-1,300	-1,425	-1,500	-1,500
Reduce PAY inflation assumption in 2013/14 from 2 to 1 %	-400	-500	-500	-500	-500
Reduce PAY inflation assumption in 2014/15 from 2 to 1 %		-400	-500	-500	-500
Phase 1 additional savings to date on Mgt/Support & other	-670	-670	-670	-670	-670
Saving on revenue costs associated with Capital Spend	-1,000	-1,000	-1,000	-1,000	-1,000
	-3,070	-3,870	-4,095	-4,170	-4,170
Income					
Joint Control Room		-200	-200	-200	-200
Income PFI Stations	-75	-100	-100	-100	-100
Workshops			-100	-100	-100
Smoke Alarm	-100	-100	-100	-100	-100
	-175	-400	-500	-500	-500
Proposed Cuts in Support Savings	-1,675	-2,257	-2,307	-2,307	-2,307
Proposed Cuts in Front Line Savings	-305	-1,750	-3,100	-3,100	-3,100
SMG Contingency Reserve	100				
Use of Smoothing Reserve		-1,783			
TOTAL 2013/14 "Phase 2" SAVINGS	-5,125	-10,060	-10,002	-10,077	-10,077
2011/12 - 2012/13 "Phase 1" Approved Savings:					
Approved Saving Options yet to be formally implemented:					
Outsource Estates function	-250	-250	-250	-250	-250
Flexible Shift Patterns at Whiston	-300	-300	-300	-300	-300
	-550	-550	-550	-550	-550

10. The Authority Revenue Budget for 2013/14 was set at £66.7million.
11. The Authority also set a five year capital investment programme, (2013/14 – 2017/18), of £31.484m, with a planned expenditure in 2013/14 of £14.926m.
12. The Authority adopted a reserves strategy, which maintains a general reserve of £2.894m and maintained £23.082m of earmarked reserves to cater for specific risks, fund specific projects and one-off initiatives.

How the 2013/14 Budget changed during the year

13. Throughout the year Members received regular financial review reports detailing the Service's progress in implementing the approved saving options, any additional budget amendments required, plus the movements from and to reserves.
14. Further minor budget amendments have been made since the last financial review report, CFO/010/14, was approved by the Authority on 27th February 2014, that reflect already approved policy decisions these were:

Revenue:

- The further use of £0.344m from reserves to the revenue budget, (of which £0.250m was a drawdown from the insurance reserve to reflect the anticipated cost of employee insurance claims);
- A number of self-balancing virements within the revenue account.

Capital:

- A small reduction of £0.210m in the capital budget for the anticipated reduction in smoke alarm installations costs to reflect the number of smoke alarms to be fitted in the year.

The tables below show how the overall budget has changed across the year:

REVENUE BUDGET MOVEMENTS IN 2013/14					
	Original Budget	Approved Qtr 3 Budget	Further Budget Amendments	Final Budget	Original to Final Budget Movement
	£'m	£'m	£'m	£'m	£'m
Net Expenditure					
Fire Service	67.344	67.969	0.355	68.324	0.980
Corporate	0.599	0.567	0.000	0.567	-0.032
	67.943	68.536	0.355	68.891	0.948
Interest on Balances	-0.332	-0.267	0.000	-0.267	0.065
Inflation Provision	0.792	0.180	-0.011	0.169	-0.623
Contribution (from) to Reserves	-1.682	-1.728	-0.344	-2.072	-0.390
Total Expenditure	66.721	66.721	0.000	66.721	0.000
Funded By					
Government Grant	-44.047	-44.047	0.000	-44.047	0.000
Precept	-22.674	-22.674	0.000	-22.674	0.000
	-66.721	-66.721	0.000	-66.721	0.000

CAPITAL BUDGET MOVEMENTS IN 2013/14					
	Original Budget	Approved Qtr 3 Budget	Further Budget Amendments	Final Budget	Original to Final Budget Movement
	£'m	£'m	£'m	£'m	£'m
Total	14.926	16.490	-0.210	16.280	1.354
Funding:					
Specific	10.194	11.656	-0.215	11.441	1.247
Borrowing	4.732	4.834	0.005	4.839	0.107
	14.926	16.490	-0.210	16.280	1.354

Financial Performance in the Year;**2013/14 Revenue Outturn Position:**

15. The table below summarises the actual revenue position for 2013/14 compared to that final budget, (**Appendix A** provides a more detailed analysis):

2013/14 REVENUE OUTTURN SUMMARY

SPEND ANALYSIS	Budget	Actual	Variance	Adjustment for Year- end Reserves	Adjusted Variance
	£'000	£'000	£'000	£'000	£'000
Fire Service					
Employee	51,637	51,448	-189	695	506
Premises	3,175	2,945	-230	2	-228
Transport	1,778	1,606	-172	0	-172
Supplies & Services	4,243	3,444	-799	151	-648
Agency	4,557	4,462	-95	-18	-113
Central Expenses / Capital	8,977	8,939	-38	0	-38
	74,367	72,844	-1,523	830	-693
Income	-6,043	-6,795	-752	125	-627
	68,324	66,049	-2,275	955	-1,320
Corporate Management	567	523	-44	0	-44
Interest Receivable	-267	-86	181	0	181
Inflation Provision	169	0	-169	0	-169
Net Cost of Services	68,793	66,486	-2,307	955	-1,352
Movement to/from Reserves	-2,072	-1,117	955	-955	0
Total Net Operating Spend	66,721	65,369	-1,352	0	-1,352

16. Overall the Authority underspent on its revenue services budget by £2.307m. However, £0.955m was identified as being as a result of timing issues for projects and grant schemes. Therefore specific earmarked reserves have been created to cover the phasing of this planned future spend. The net underspending of £1.352m reflects the continuing drive by the Service to maximise savings in the year in light of the financial challenge ahead.
17. The main variations explaining the underspending of -£1.352m were :

Employee Costs, £0.506m (1.0%) adverse variance –

Overall main employee costs underspent by approximately £0.8m but it is deemed prudent to take advantage of this to make prudent provision for ill health retirement costs and claims against the Authority in the current year. This means there was a net £0.506m (+0.1%) adverse variance which is explained in more detail below: –

Variation £'m	Explanation
-0.640	Effective Vacancy Management
-0.170	Employee Training Costs
0.560	Employee Insurance costs
0.122	Cost of Early Retirement
-0.061	Other minor variances
	Year-end specific reserves;
0.660	Cost of Ill Health retirements (charged in year rather than spread over a longer period)
0.035	Various project reserves
<u>0.506</u>	

- **Vacancy Management -£0.640m**; in light of the pending financial challenge vacant green book posts have not actively filled resulting in a £0.316m saving and Firefighter retirements are slightly ahead of target £0.324m.
- **Training Costs -£0.170m**; officers have been reviewing the training needs of staff throughout the year and the revised phasing of training programme has resulted in a £0.170m saving in the year.
- **Employee Insurance, £0.560m**; unfortunately an incident occurred involving a member of staff that is likely to result in a significant payment. This case is still on-going but a significant increase in the employee insurance provision was required to meet the potential value of any settlement. The Authority's insurers continue to challenge any claims received where appropriate. Members have received separate fuller reports on this matter
- **Cost of Early Retirement, £0.122m**; as part of the voluntary staff reduction scheme some staff have been eligible to access their pensions early resulting in pension strain charges to the Authority. Although the Authority has established a severance reserve to meet such costs as the cost could be prudently contained within the overall revenue budget no draw down on the reserve has been made to meet this net overspend.
- **Ill Health Retirement £0.660m**; Eight Firefighters have left or are about to leave the service during the first few months of 2014/15 via Ill health retirements as a consequence of becoming permanently disabled for undertaking their roles as a Firefighter. These cases commenced sometime in the past. The Authority must contribute a fixed amount to the pension fund for each retirement but it can spread the cost over a three year period. An increase in the ill health earmarked reserve of £0.660m has been made to cover the penalty charge for these eight cases.

Premises Costs, £0.228m (7.7%) favourable variance –

- The phasing of the opening of the final PFI stations meant a saving on the non-domestic rates bill of £0.117m as the service received relief on this charge while the buildings were not available.
- Small underspends on other premises costs made up the balance.

Transport Costs, £0.172m (09.7%) favourable variance –

- A saving on diesel, £0.094m.
- The balance is made up from small savings on lease car rentals and vehicle replacement parts.

Supplies and Services, £0.648m (15.2% of budget) favourable variance–

Variation £'m	Explanation
-0.100	Effective Management of Clothing and Uniform issues
-0.106	ICT and Computing supplies
-0.152	Operational, Fire Prevention and Training Supplies
0.151	Year-end project reserves
-0.441	Other minor variances
-0.648	

- **Other minor variances -£0.441m;** reflect a large number of small underspends in controllable budget lines such as administrative costs; travel & subsistence; subscriptions; and printing and stationery.

Agency Services, £0.113m (2.5%) favourable variance. Slight delays and deductions from the contractor for slow performance response at the PFI stations have resulted in a saving on the unitary charge payments of £0.092m.

Central Expenses £0.038m underspend:-

- **Central Services, £0.012m (3.6%) favourable variance.** Saving on the finance application contract.
- **Capital Financing, £0.026m (0.3%) favourable variance.** Robust management of the Authority's cashflow combined with the re-phasing of some capital schemes into future years meant the need for new borrowing was not required and resulted in a one-off saving on interest payments of £0.025m.

Income, £0.629m (9.3%) additional income above budget-

- Secondment income being higher than budgeted by £0.180m.
- After taking into account grant money required to meet future spend, additional grants of £0.205m were received
- Increase in Fees and Charges £0.083m

Corporate Management, £0.044m (-7.8%) favourable variance. A reduction in members' subsistence, travelling and accommodation costs delivered a £0.034m saving.

Inflation Provision, £0.169m favourable variance. In the first instance any inflationary increase in non-employee costs is expected to be contained within the relevant department's controllable budget before any request is made to cover rising costs from the inflation provision. This approach has delivered a saving on the inflation provision of £0.169m.

Interest and Investment Income, £0.181 adverse variance. Global interest rates and hence the interest rate paid on investments has remained low (average rate of return achieved on average principal available in 2013/14 was 0.69%) and has led to an underachievement of investment income of £0.181m.

2013/14 Movement on Reserves

18. The Authority receives grants and external funding during the year to deliver specific projects. Because these sometimes span financial years, this necessitates the carry forward of the funding through creation of earmarked reserves. Also any potential liabilities arising in the year or previous year for which the Authority is required to set

aside a contingency will also require the creation of a reserve. This report identifies increases to current specific or new reserves of £0.955m:

	Increase
	£'m
Ill Health Firefighter Pension Penalty	0.660
Drawdown PFI Annuity	-0.018
Capital Investment – H&S Equipment/accommodation	0.135
Drawdown Fire Service Direct reserve	-0.047
New Dimensions	0.125
Other Ringfenced Reserves	0.083
Other Grant/Income/ Ext Contributions	0.017

	0.955

(More details are available in the unaudited statement of accounts)

19. In addition this report recommends that the one-off additional revenue saving of £1.352m be used to increase the capital investment reserve.
20. The General Fund remains unchanged at £2.894m. A detailed analysis of the planned and actual movement on reserves in 2013/14 has been prepared and is attached as **Appendix A2** to this report.

Qtr 4 Bad Debt Write-Offs:

21. Since the last financial review no further debts have been written off.

2013/2014 Capital Spending

22. The Authority current capital budget for 2013/14 was £16.280m. Actual spending in the year was £9.375m, a net variation of £6.905m. The variance can be broken down into:
 - A £6.713m re-phasing of planned spend from 2013/14 into 2014/15, requiring the carry forward of capital budget into 2014/15. Most of the rephrasing relates to the JCC project and related ICT schemes and the other proposed works on the campus at the workshops and museum.
 - A net underspend and saving on capital projects of £0.192m

A summarised capital programme outturn position statement is outlined below:

2013/14 Capital Programme Summary of Changes to Expenditure & Funding

Programme	Original Budget	Final Budget	Actual Expenditure	Year-end Re-phasing from 2011/12 into 2012/13	Variance after Re-Phasing Adjustment
	£'m	£'m	£'m	£'m	£'m
EXPENDITURE					
Building/Land	10.144	12.004	7.648	4.392	0.036
Fire Safety	1.283	0.811	0.619	0.000	-0.192
ICT	1.048	2.274	0.750	1.524	0.000
Operational Equip & Hydrants	0.667	0.831	0.269	0.526	-0.036
Vehicles	1.784	0.360	0.089	0.271	0.000
TOTAL	14.926	16.280	9.375	6.713	-0.192
FINANCING					
Capital Receipts	1.300	0.000	0.000	0.000	0.000
Revenue Contribution	0.730	0.499	0.499	0.000	0.000
Capital Investment Reserve	1.818	2.827	2.827	0.000	0.000
Grants	2.344	3.044	2.344	0.700	0.000
External Contributions	4.002	5.070	3.321	1.749	0.000
Unsupported Borrowing	4.732	4.840	0.384	4.264	-0.192
TOTAL	14.926	16.280	9.375	6.713	-0.192

23. The year-end re-phasing of schemes into 2013/14 is outlined in the table below:

Re-phasing £'m	Scheme	Explanation
3.326	SHQ JCC	Asbestos removal has delayed the final stage of the project. In addition some ongoing design modification and additional security work has meant the project completion date has been slightly extended.
0.350	Vesty Workshop enhancement works	Originally it was hoped the contract could be let as part of the SHQ LCC scheme, however this was not possible and the work has had to go out to tender resulting in the scheme being re-phased into 2014/15.
0.110	SHQ Training Tower	The construction of the Tower was linked into the phasing of work for the SHQ JCC. Although work is well under way the expected completion date is now 2014/15.
0.112	5 Year Electrical Test	Due to the amount of new build work and PFI investment the electrical test programme has only recently been finalised but it due to commence in 2014/15.
0.082	Equality Compliance Act.	Members approved the Access Audit report, CFO/032/14, at the Policy & Resources meeting on 1 st

		April 2014. Work on Equality Act improvements is now scheduled to commence in 2014/15.
0.412	Property Refurbishment	Variety of Smaller schemes
0.868	SHQ JCC / Airwave Solution	Detailed ICT plan has been signed off and relevant contracts have been agreed. Work is in progress and scheme should be completed in the early part of 2014/15.
0.433	F.M.I.S. Replacement & TRM System	The replacement finance systems has been achieved within the required timeframe. The "second" phase of the project involving HR and TRM systems development is now entering the implementation phase and is due for completion by the end of 2014.
0.223	ICT Schemes	Mainly delay in procurement of Hardware/Software as service seeks to gain savings by packaging tender document in a way to deliver best VFM. Proceeding with spend this year.
0.271	Vehicles	Minor delays in purchasing some ancillary and specialist vehicles.
0.526	Operational equipment	The BA cylinder replacement, £0.222m, has been delayed due some issues over the tendering process. These have now been resolved and an order is due to be placed imminently. Minor variations on a number of schemes
<u>6.713</u>		

24. A number of small variances on other schemes meant there was a net underspending of £0.192m.
25. A full detailed breakdown of the 2013/14 capital budget movements, year-end variances and proposed slippage can be found attached to this report as Appendix B.

Equality and Diversity Implications

26. Resources are invested to support equality and diversity.

Staff Implications

27. Approximately 80% of expenditure is directly staff related.

Legal Implications

28. There are legal implications relating to matters of insurance that have been referred to in paragraph 17 of this report and in addition were the subject of a detailed report presented to Members in June 2014

Financial Implications & Value for Money

29. Subject to members approving the proposed use of the £1.352m underspend on the revenue account to increase the capital investment reserve the final revenue position can be summarised as:

2013/14 Revenue Year-End Position			
	Budget	Actual	Variance
	£'m	£'m	£'m
Net Expenditure on Services	66.721	64.414	-2.307
Year-End adjustment to Project Reserves		0.955	0.955
Utilisation of Year-End savings to increase capital reserve		1.352	1.352
	66.721	66.721	0.000

30. The Authority has an approved strategy of building up reserves in anticipation of future funding cuts and the creation of the year-end reserves is consistent with this strategy.
31. Capital spending was £9.375m resulting in a variance of £6.905m against the £16.280m budget for 2013/14. The variance can be broken down into:
- A £6.713m re-phasing of planned spend from 2013/14 into 2014/15, requiring the carry forward of capital budget into 2014/15, Most of the rephrasing relates to the JCC project and related ICT schemes and the other proposed works on the campus at the workshops and museum
 - A net underspend and saving on capital projects of £0.192m
32. The General Fund Balance as at 31 March 2014 was as anticipated, £2.894m.

Risk Management, Health & Safety, and Environmental Implications

33. None arising from this report.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

34. The achievement of actual expenditure within the approved financial plan and delivery of the expected service outcomes is essential if the Service is to achieve the Authority's mission.

BACKGROUND PAPERS

- CFO/025/13** "MFRA Budget and Financial Plan 2013/2014-2017/2018" Authority 26th February 2013.
- CFO/115/13** "Financial Review 2013/14 April to June" Policy & Resources Committee 26 September 2013.
- CFO/129/13** "Financial Review 2013/14 April to September" " Policy & Resources Committee 19 November 2013.

GLOSSARY OF TERMS

CAPITAL EXPENDITURE Section 40 of the Local Government and Housing Act 1989 defines 'expenditure for capital purposes'. This includes spending on the acquisition of assets either directly by the Authority or indirectly in the form of grants to other persons or bodies. Expenditure that does not fall within this definition must be charged to a revenue account.

RESERVES Amounts set aside to meet future contingencies but whose use does not affect the Authority's net expenditure in a given year. Appropriations to and from reserves may not be made directly from the revenue account.

REVENUE EXPENDITURE This is money spent on the day-to-day running costs of providing services. It is usually of a constantly recurring nature and produces no permanent asset.

This page is intentionally left blank

2013/14 REVENUE BUDGET MOVEMENT SUMMARY

Actual 2012/13	SERVICE REQUIREMENTS	Base Budget 2013/14	Qtr 3 Budget 2013/14	Reserve Draw- down	Vire- ments	Final Budget 2013/14	Actual	Variance	Funding of Year End ER	Adjusted Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
65,284	Fire Service	67,344	67,969	344	11	68,324	66,049	-2,275	955	-1,320
548	Corporate Management	599	567	0	0	567	523	-44	0	-44
65,832		67,943	68,536	344	11	68,891	66,572	-2,319	955	-1,364
0	Contingency for Pay/Price	792	180	0	-11	169	0	-169		-169
65,832	TOTAL SERVICE EXPENDITURE	68,735	68,716	344	0	69,060	66,572	-2,488	955	-1,533
-255	Interest on Balances	-332	-267	0	0	-267	-86	181		181
65,577	NET OPERATING EXPENDITURE	68,403	68,449	344	0	68,793	66,486	-2,307	955	-1,352
	<u>Contribution to /(from) reserves</u>									
	Emergency Related Res's									
0	Insurance Reserve	0	0	-250	0	-250	-250	0		0
1,000	Catastrophe Reserve	0	0	0	0	0	0	0		0
	Modernisation Challenge									
3,454	Smoothing Reserve	0	1,250	0	0	1,250	1,250	0		0
-1,446	Severance Reserve	0	-165	-16	0	-181	-181	0		0
355	Ill Health Penalty Reserve	0	-351	0	0	-351	309	660	-660	0
1,000	Recruitment Reserve	0	0	0	0	0	0	0		0
0	SMG Reserve	100	100	0	0	100	100	0		0
	Capital Investment									
-808	Capital Investment Reserve	-1,818	-2,861	-50	0	-2,911	-2,911	0	0	0
1,420	PFI Annuity Reserve	0	259	0	0	259	241	-18	18	0
510	Equality / DDA Investment	0	0	0	0	0	0	0		0
1,000	Firefighter Safety Investment	0	0	0	0	0	0	0		0
800	Facing the Future Challenge	0	0	0	0	0	0	0		0
	Specific Projects									
-230	Job Evaluation Reserve	0	0	0	0	0	0	0		0
98	Community Sponsorship	0	-94	-1	0	-95	-100	-5	5	0
-100	Regional Reserve	0	0	0	0	0	0	0		0
-217	Equipment Reserve	0	0	0	0	0	135	135	-135	0
-17	Contestable Research Fund	0	0	0	0	0	0	0		0
-285	Training Reserve	0	0	0	0	0	0	0		0
-196	Pre Retirement reserve	0	0	0	0	0	0	0		0
18	FSD Reserve	0	0	0	0	0	-47	-47	47	0
4	Healthy Living/Olympic Leg	0	-54	0	0	-54	-33	21	-21	0
-38	Water Rescue Reserve	0	0	-5	0	-5	-4	1	-1	0
-500	Inflation Reserve	0	0	0	0	0	0	0		0
	Ringfenced Reserves									
2	F.R.E.E. Reserve	0	0	-22	0	-22	7	29	-29	0
-40	Princes Trust Reserve	0	175	0	0	175	199	24	-24	0
0	Community Youth Team	0	0	0	0	0	4	4	-4	0
-43	Beacon Peer Project	0	-12	0	0	-12	-3	9	-9	0
12	Innovation Fund Reserve	0	0	0	0	0	2	2	-2	0
-16	Regional Control Reserve	0	0	0	0	0	0	0		0
0	Energy Reseve	36	85	0	0	85	85	0		0
-18	St Helens District Reserve	0	-22	0	0	-22	-7	15	-15	0
237	New Dimensions Reserve	0	-38	0	0	-38	87	125	-125	0
-1,790	Appropriation to/From Rev Bals	0	0	0	0	0				
4,166	Reserve Movement	-1,682	-1,728	-344	0	-2,072	-1,117	955	-955	0
69,743	BUDGET REQUIREMENT	66,721	66,721	0	0	66,721	65,369	-1,352	0	-1,352
-41,162	Government Start-Up Funding	-44,032	-44,032	0	0	-44,032	-44,032	0		0
0	Additional NNDR Forecast	-15	-15	0	0	-15	-15	0		0
-105	Collection Fund Deficit	-55	-55	0	0	-55	-55	0		0
-28,476	Precept Income	-22,619	-22,619	0	0	-22,619	-22,619	0		0
-69,743		-66,721	-66,721	0	0	-66,721	-66,721	0	0	0

Budgeted Movement on Reserves 2013/14

	Opening Balance	Original Budget Planned	Qtr 1 Draw-down	Qtr 2 Draw-down	Qtr 3 Draw-down	Qtr 4 Draw-down		Year-End Request	Closing Balance
	£'000	£'000	£'000	£'000	£'000	£'000		£'000	£'000
Earmarked Reserves									
Spate/Emergency Related Reserves									
Bellwin Reserve	147		0						147
Insurance Reserve	620		0			-250			370
Emergency planning Reserve	75		0						75
Catastrophe Reserve	1,000		0						1,000
Modernisation Challenge									
Smoothing Reserve	5,500		-250		1,500				6,750
Severance Reserve	902		-150	-15		-16			721
Ill Health Penalty Reserve	599		0		-351		660		908
Recruitment Reserve	1,000		0						1,000
SMG Reserve	0	100	0						100
Capital Investment									
Capital Investment Reserve	5,836	-1,818	-232	-484	-327	-50			2,925
PFI Annuity Reserve	2,010		259				-18		2,251
Equality / DDA Investment Res	510		0						510
Firefighter Safety Investment	1,000		0						1,000
Facing the Future Challenge	800		0						800
Specific Projects									
Community Sponsorship Res	113		-94			-1	-5		13
Equipment Reserve	56		0				135		191
Contestable Research Fund Res	25		0						25
FSD Reserve	53		0				-47		6
Healthy Living / Olympic Legacy	113		-54				21		80
Water Rescue Reserve	9		0			-5	1		5
Inflation Reserve	1,500		0						1,500
Ringfenced Reserves									
F.R.E.E. Reserve	37		0			-22	29		44
Princes Trust Reserve	144		250	-75			24		343
Community Youth Team	54		0				4		58
Beacon Peer Project Reserve	65		-12				9		62
Innovation Fund Reserve	168		0				2		170
Regional Control Reserve	18		0						18
Energy Reseve	0	36		49					85
St Helens District Reserve	22		-22				15		15
New Dimensions Reserve	706		0		-38		125		793
Total Earmarked Reserves	23,082	-1,682	-305	-525	784	-344		955	21,965
General revenue Reserve	2,894	0	0	0	0	0		0	2,894
al Reserves	25,976	-1,682	-305	-525	784	-344		955	24,859

2013/14 FIRE SERVICE REVENUE BUDGET MOVEMENT SUMMARY

Actual 2012/13 £'000	SERVICE REQUIREMENTS	Base Budget 2013/14 £'000	Qtr 3 Budget 2013/14 £'000	Reserve Draw- down £'000	Vire- ments £'000	Final Budget 2013/14 £'000	Actual £'000	Variance £'000	Year End ER £'000	Adjusted Variance £'000
	EMPLOYEES									
	Uniformed									
35,142	Firefighters	35,592	34,961		338	35,299	34,077	-1,222	32	-1190
1,394	Control	1,220	1,244		14	1,258	1,263	5		5
2,242	Additional Hours	1,170	1,358		2	1,360	2,253	893		893
38,778	TOTAL UNIFORMED	37,982	37,563	0	354	37,917	37,593	-324	32	-292
	APT&C and Manual									
8,678	APT&C	7,106	8,469	0	56	8,525	8,163	-362		-362
364	Handymen/Cleaning	485	284			284	259	-25		-25
144	Catering	180	120			120	93	-27		-27
537	Transport Maintenance	558	563			563	540	-23		-23
57	Other Manual	92	93			93	59	-34		-34
222	Casuals	0	28		3	31	186	155		155
10,002	TOTAL APT&C/MANUAL	8,421	9,557	0	59	9,616	9,300	-316	0	-316
	Other Employee Expenses									
9	Rent & Lodging	3	1		-1	0	0	0		0
166	Allowances	967	481		-347	134	149	15		15
11	Removal Expenses	2	5			5	5	0		0
442	Training Expenses	600	549	-15	12	546	376	-170		-170
0	Interview Expenses	1	0			0	0	0		0
910	Other Expenses	40	201	16	-1	216	217	1		1
4	Staff Advertising	30	29			29	15	-14		-14
29	Development Expenses	106	97			97	37	-60		-60
424	Employee Insurance	131	136	250		386	946	560		560
796	MPF Pen Fixed Rate	833	833			833	832	-1		-1
241	Enhanced pensions	46	46			46	168	122		122
3	SSP & SMP Reimbursements	-16	-16			-16	8	24		24
102	Catering Expenditure	113	117			117	109	-8	3	-5
-477	HFRA Capitalisation Payroll	0	0		-358	-358	-358	0		0
2,660	TOTAL OTHER EMPLOYEE	2,856	2,479	251	-695	2,035	2,504	469	3	472
	Pensions									
1,719	Injury Pension	1,694	1,694			1,694	1,700	6		6
353	Ill Health Ret charges	174	375			375	351	-24	660	636
12	Injury Gratuity	0	0			0	0	0		0
2,084	TOTAL PENSIONS	1,868	2,069	0	0	2,069	2,051	-18	660	642
53,524	TOTAL EMPLOYEES	51,127	51,668	251	-282	51,637	51,448	-189	695	506
	PREMISES									
364	Building Maintenance Repairs	393	347		11	358	352	-6		-6
216	Site Maintenance Costs	157	188		10	198	203	5		5
693	Energy	653	756			756	732	-24		-24
121	Rent	946	184		-8	176	108	-68		-68
963	Rates	946	1,178			1,178	1,061	-117		-117
221	Water	253	253		-14	239	232	-7		-7
50	Fixtures	74	64		2	66	58	-8	2	-6
29	Contract Cleaning	28	158		-2	156	152	-4		-4
47	Insurance	61	48			48	47	-1		-1
2,704	TOTAL PREMISES	3,511	3,176	0	-1	3,175	2,945	-230	2	-228
	TRANSPORT									
397	Direct Transport	331	416		17	433	400	-33		-33
27	Tunnel Fees	29	29			29	26	-3		-3
100	Operating Lease	198	205		2	207	168	-39		-39
509	Other Transport Costs	589	590		5	595	493	-102		-102
231	Car Allowances	118	148		3	151	154	3		3
318	Insurance	344	347		16	363	365	2		2
1,582	TOTAL TRANSPORT	1,609	1,735	0	43	1,778	1,606	-172	0	-172

2013/14 FIRE SERVICE REVENUE BUDGET MOVEMENT SUMMARY

Actual 2012/13	SERVICE REQUIREMENTS	Base Budget 2013/14	Qtr 3 Budget 2013/14	Reserve Draw- down	Vire- ments	Final Budget 2013/14	Actual	Variance	Year End ER	Adjusted Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	SUPPLIES & SERVICES									
35	Administrative Supplies	40	59	1	9	69	41	-28		-28
319	Operational Supplies	274	296		30	326	274	-52		-52
14	Hydrants	20	20			20	6	-14		-14
65	Consumables	72	76		2	78	65	-13		-13
178	Training Supplies	147	154			154	103	-51		-51
92	Fire Prevention Supplies	133	162		11	173	119	-54	13	-41
37	Catering Supplies	30	50	2	4	56	43	-13		-13
344	Uniforms	418	430	3	-11	422	316	-106	6	-100
123	Printing & Stationery	164	166		-2	164	113	-51	2	-49
12	Operating Leases	2	13	1	1	15	14	-1		-1
714	Professional Fees/Service	860	905	32	-178	759	729	-30	22	-8
595	Communications	680	681	1	-24	658	660	2		2
27	Postage	38	35			35	25	-10		-10
4	Command/Control	5	9		1	10	8	-2		-2
321	Computing	405	387		24	411	305	-106		-106
254	Medicals	288	305			305	251	-54	22	-32
73	Travel & Subsistence	79	132			132	90	-42	1	-41
63	Grants/Subscriptions	78	102		9	111	74	-37		-37
11	Advertising	15	37		-3	34	23	-11	5	-6
19	Furniture	44	55		82	137	45	-92	80	-12
73	Laundry	81	81		6	87	81	-6		-6
33	Insurances	47	46			46	32	-14		-14
8	Hospitality	16	41			41	27	-14		-14
3,414	TOTAL SUPPLIES & SERVICES	3,936	4,242	40	-39	4,243	3,444	-799	151	-648
	AGENCY SERVICES									
76	Super Fund Admin	73	73			73	75	2		2
1,535	ICT Service Provider	1,434	1,459			1,459	1,453	-6		-6
197	Third Party Payments (FSN)	197	197			197	203	6		6
458	ICT Managed Suppliers	459	478			478	455	-23		-23
1,177	PFI Unitary Charges	0	2350			2,350	2276	-74	-18	-92
3,443	TOTAL AGENCY SERVICES	2,163	4,557	0	0	4,557	4,462	-95	-18	-113
	CENTRAL EXPENSES									
227	Finance & Computing	241	262	50	17	329	317	-12		-12
227	TOTAL CENTRAL EXPENSES	241	262	50	17	329	317	-12	0	-12
	CAPITAL FINANCING									
5,199	PWLB Debt Charges	5,722	5,222			5,222	5,197	-25		-25
83	MRB Debt Charges	76	76			76	75	-1		-1
22	Finance Lease Debt Charges	23	23			23	23	0		0
1,954	Revenue Contribution to Capital	1,868	2,966		361	3,327	3,327	0		0
7,258	TOTAL CAPITAL FINANCING	7,689	8,287	0	361	8,648	8,622	-26	0	-26
72,152	TOTAL EXPENDITURE	70,276	73,927	341	99	74,367	72,844	-1,523	830	-693
	INCOME									
3,722	Specific Grants	-1,168	-3,408	3	-23	-3,428	-3,759	-331	128	-203
16	Sales	0	-7		-3	-10	-16	-6		-6
1,904	Fees & Charges	-950	-1,440		-64	-1,504	-1,581	-77	-6	-83
7	Reinforcing moves	-5	-5			-5	-16	-11		-11
3	Rents etc	-2	-195			-195	-281	-86		-86
879	Recharges Secondments	-456	-561		-13	-574	-754	-180		-180
108	Contributions	-105	-183		-1	-184	-218	-34	3	-31
106	Recharges Internal	-114	-115		16	-99	-107	-8		-8
123	Other Income	-132	-8			-8	-27	-19		-19
0	UKRO Income	0	-36			-36	-36	0		0
6,868	TOTAL INCOME	-2,932	-5,958	3	-88	-6,043	-6,795	-752	125	-627
65,284	NET EXPENDITURE	67,344	67,969	344	11	68,324	66,049	-2,275	955	-1,320

2013/14 CORPORATE SERVICES REVENUE BUDGET MOVEMENT SUMMARY

Actual 2012/13	SERVICE REQUIREMENTS	Base Budget 2013/14	Qtr 3 Budget 2013/14	Reserve Draw- down	Vire- ments	Final Budget 2013/14	Actual	Variance	Year End ER	Adjusted Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	EXPENDITURE									
	Finance & Legal costs									
79	Finance Officer	79	79			79	79	0		0
95	Legal Officer	82	85		1	86	93	7		7
	Democratic Rep (1020)									
26	- Travel & Subsistence	48	48			48	19	-29		-29
5	- Conference fees	15	15			15	4	-11		-11
249	- Members Allowances	240	230			230	239	9		9
0	- Telephones	2	2			2	1	-1		-1
2	- Training	1	1			1	0	-1		-1
0	- Hospitality	3	3		-1	2	0	-2		-2
	Central Expenses (1030)									
18	Bank charges	18	18			18	16	-2		-2
39	District Audit Fees	68	43			43	38	-5		-5
35	Subscriptions	43	43			43	34	-9		-9
548	TOTAL EXPENDITURE	599	567	0	0	567	523	-44	0	-44

This page is intentionally left blank

Capital Programme 2013/14

	Approved Budget	Qtr 1 Budget	Qtr 2 Current Budget	Qtr 3 Current Budget	Qtr 4 Amendment	Qtr 4 Virements	Qtr 4 Budget	2013/14 Actual	Year-End Re-Phasing into Future Years	Year-End Variance
	£	£	£	£	£	£	£	£	£	£
BUILDING & LAND PROGRAMME										
Roofs & Canopy Replacements	90,000	118,000	43,000	33,000		-14,000	19,000	3,923	15,000	-77
Concrete Yard Repairs	15,000	35,500	15,500	15,500			15,500	7,625	8,000	125
Tower Improvements	0	45,500	45,500	63,500			63,500	52,754	9,900	-846
L.E.V. Sys In App Rooms	0	0	0	2,700			2,700	0	2,700	0
Appliance Room Floors	46,500	53,000	13,000	5,000			5,000	0	5,000	0
Boiler Replacements	50,000	54,000	54,000	54,000			54,000	4,594	49,500	94
Community Station Investment	66,000	79,000	24,000	24,000		5,000	29,000	26,055	3,000	55
F.S. Refurbishment Toxteth	0	0	0	0			0	40,254	0	40,254
Conference Facilities H/Q	5,000	14,000	0	0			0	0	0	0
5 Year Electrical Test	89,000	112,000	112,000	112,000			112,000	0	112,000	0
Corporate Signage	0	5,000	10,000	10,000			10,000	6,820	3,000	-181
Kensington C.F.S.	0	5,000	0				0	0	0	0
Diesel Tanks	0	150,000	150,000	0			0	0	0	0
Power Strategy (Generators)	0	1,500	1,500	1,500			1,500	0	0	-1,500
Sanitary Accommodation Refurb	87,500	118,500	58,500	5,800			5,800	0	6,000	200
Office Accommodation	0	47,000	47,000	47,000			47,000	31,002	16,000	2
Accommodation Marine Fire 1	0	619,000	644,000	644,000			644,000	643,548	0	-452
L.L.A.R. Accommodation Formby	0	533,000	533,000	233,000			233,000	219,351	13,500	-149
F.S. Refurbishment Whiston	152,500	152,500	0	0			0	0	0	0
F.S. Refurbishment Aintree	250,000	280,000	3,000	3,000			3,000	0	3,000	0
St Helens Conversion	0	511,000	4,000	4,000			4,000	0	4,000	0
Asbestos Surveys	0	19,500	19,500	19,500			19,500	0	19,500	0
City Centre Community Facility	80,000	80,000	80,000	10,000			10,000	636	9,500	136
F.S. Refurbishment Bromborough	329,000	329,000	19,000	19,000		10,000	29,000	16,299	12,500	-201
F.S. Refurbishment Eccleston	338,000	338,000	0				0	0	0	0
F.S. Refurbishment Crosby	375,000	375,000	0				0	0	0	0
H.V.A.C. Heating, Vent & Air Con	150,000	194,000	92,000	0			0	0	0	0
Llar Accommodation Eccleston	237,500	237,500	0	0			0	0	0	0
D.D.A. Compliance Work	0	89,000	89,000	89,000			89,000	7,240	82,000	240
Lighting Surge Protectors	55,000	55,000	55,000	5,000			5,000	0	5,000	0
Emergency Lighting	0	44,500	26,500	26,500			26,500	0	26,400	-100
MACC Server Room Extension	0	4,000	4,000	4,000			4,000	0	4,000	0
Gym Equipment Replacement	125,000	215,000	215,000	215,000			215,000	163,614	51,500	114
SHQ Joint Control Room	7,570,000	8,635,000	9,319,000	9,688,200		32,000	9,720,200	6,394,625	3,325,500	-75
Workshop Enhancement	0	0	350,000	350,000			350,000	0	350,000	0
Station Refresh	0	0	100,000	50,000		-10,000	40,000	3,835	36,000	-165
SHQ Tower	0	0	50,000	110,000			110,000	0	110,000	0
SHQ Museum	0	0	75,000	75,000			75,000	0	75,000	0
Energy Conservation Salix	0	8,500	8,500	8,500			8,500	0	8,500	0
D.S.O. Cleaning Equipment	6,000	6,000	6,000	6,000			6,000	3,479	2,500	-21
Fridge/Freezer Rep Prog	16,500	16,500	16,500	16,500		9,000	25,500	13,892	11,500	-108
Furniture Replacement Prog	10,500	10,500	20,500	20,500			20,500	8,440	12,000	-60
Fire House Refurbishment	0	80,000	0	0			0	0	0	0
T.D.A. Server Room Expansion	0	1,500	1,500	1,500			1,500	0	0	-1,500
Generator MACC	0	43,000	0							
Total	10,144,000	13,715,000	12,305,000	11,972,200	0	32,000	12,004,200	7,647,985	4,392,000	35,785
FIRE SAFETY										
Smoke Alarms (H.F.R.A.)	500,000	500,000	500,000	400,000			400,000	258,278	0	-141,722
Installation Costs (H.F.R.A.)	730,000	730,000	730,000	580,000	-222,000		358,000	358,000	0	0
Deaf Alarms (H.F.R.A.)	49,000	49,000	49,000	49,000			49,000	0	0	-49,000
Replacement Batteries (H.F.R.A.)	4,000	4,000	4,000	4,000			4,000	2,943	0	-1,057
Total	1,283,000	1,283,000	1,283,000	1,033,000	-222,000	0	811,000	619,221	0	-191,779

Capital Programme 2013/14

	Approved Budget	Qtr 1 Budget	Qtr 2 Current Budget	Qtr 3 Current Budget	Qtr 4 Amendment	Qtr 4 Virements	Qtr 4 Budget	2013/14 Actual	Year-End Re-Phasing into Future Years	Year-End Variance
	£	£	£	£	£	£	£	£	£	£
ICT										
F.M.I.S. Replacement	225,000	450,000	450,000	450,000			450,000	217,235	233,000	235
I.C.T. Software	2,000	2,000	2,000	2,000			2,000	1,165	0	-835
I.C.T. Hardware	91,000	151,700	151,900	151,900	60,800		212,700	199,291	13,500	91
I.C.T. Servers	120,000	175,000	175,000	175,000	-38,700		136,300	37,614	98,500	-186
I.C.T. Network	104,000	183,500	183,500	160,500		-32,000	128,500	102,286	26,000	-214
I.C.T. Operational Equipment	14,000	28,000	28,000	12,400	-3,000		9,400	7,642	2,000	242
I.C.T. Security	0	0	0	4,000			4,000	0	4,000	0
System Development Portal	90,000	105,500	105,500	18,500			18,500	615	17,900	15
I.C.T. Projects / Upgrades	5,000	10,000	10,000	10,000	-7,000		3,000	2,740	0	-260
E-Mail Retention	45,000	45,000	45,000	0			0	0	0	0
Portable Storage Media	27,000	27,000	27,000	27,000			27,000	0	27,000	0
Emerging Technologies	0	10,500	10,500	10,500			10,500	10,364	0	-136
Estates Management System	20,000	20,000	20,000	0			0	0	0	0
Analytical Tool CFS Work	30,000	30,000	30,000	0			0	0	0	0
E Recruitment System	8,000	19,000	19,000	19,000			19,000	17,993	700	-307
PFI ICT Equipment	0	47,500	47,500	29,500			29,500	29,384	0	-116
TRM System	225,000	0	0	200,000			200,000	0	200,000	0
Legl Case Management system	0	4,500	4,500	4,500			4,500	0	4,500	0
Wireless Rollout	0	15,000	15,000	15,000			15,000	5,850	9,000	-150
Community Protection System	25,000	30,000	30,000	0			0	0	0	0
JCC Airwave Solution	0	985,000	985,000	985,000			985,000	117,580	868,000	580
C3i C&C Comms and Info system	0	0	0	10,000			10,000	0	10,000	0
Vision F.X.	0	10,000	10,000	0			0	0	0	0
Corporate Gazateer	17,000	19,500	19,500	9,500			9,500	0	9,500	0
Total	1,048,000	2,368,700	2,368,900	2,294,300	12,100	-32,000	2,274,400	749,759	1,523,600	-1,041
OPERATIONAL EQUIP. & HYDRANTS										
Gas Tight Suits Other Ppe	0	10,000	10,000	10,000			10,000	0	10,000	0
Hydraulic Rescue Equipment	75,000	143,500	143,500	138,500			138,500	110,334	28,000	-166
Resuscitation Equipment	0	55,500	55,500	55,500			55,500	24,865	30,500	-135
Pod Equipment	50,000	50,000	50,000	90,000			90,000	21,179	69,000	179
Thermal Imaging Cameras	24,000	24,000	24,000	14,000			14,000	12,600	1,500	100
Other Op Equipment (Floodlights)	40,000	40,000	40,000	0			0	0	0	0
Improvements To Fleet	20,000	20,000	20,000	34,000			34,000	20,840	13,000	-160
Water Rescue Equipment	18,000	24,000	24,000	24,000			24,000	23,575	0	-425
BA equipment / Comms	150,000	150,000	350,000	221,300			221,300	0	221,500	200
Rope Replacement	15,000	15,000	15,000	15,000			15,000	0	15,000	0
Light Portable Pumps	20,000	20,000	20,000	0			0	0	0	0
Cctv Equipment/Drone	11,000	32,000	32,000	0			0	0	0	0
Marine Rescue Launch	0	5,000	5,000	5,000			5,000	0	5,000	0
Operational Compressors	10,000	28,000	28,000	11,700			11,700	11,642	0	-58
Water Delivery System	66,000	66,000	66,000	66,000			66,000	3,780	62,000	-220
Water Delivery Hoses	50,000	84,000	84,000	84,000			84,000	34,954	49,000	-46
Acetylene Cylinders	14,000	14,000	14,000	0			0	0	0	0
Bulk Foam Attack Equipment	48,000	48,000	48,000	0			0	0	0	0
DEFRA FRNE Water Grant	19,000	20,000	20,000	20,000			20,000	0	20,000	0
Hydrants (New Installations)	18,500	18,500	18,500	18,500			18,500	0	0	-18,500
Hydrants (Rep Installations)	18,500	23,000	23,000	23,000			23,000	5,390	1,600	-16,010
Total	667,000	890,500	1,090,500	830,500	0	0	830,500	269,159	526,100	-35,241
VEHICLES										
Wtl'S Purchased	0	0	0	0			0	0	0	0
Ancillary Vehicles	730,900	779,900	297,800	278,300			278,300	79,223	199,000	-77
Special Vehicles	956,000	992,500	307,500	16,500			16,500	5,000	11,500	0
Vehicles water Strategy	29,000	29,000	29,000	29,000			29,000	0	29,000	0
Motorcycle Response	44,000	44,000	0	0			0	0	0	0
Workshop Equipment	24,000	36,500	36,500	36,500			36,500	4,325	32,000	-175
Total	1,783,900	1,881,900	670,800	360,300	0	0	360,300	88,548	271,500	-252
Grand Total	14,925,900	20,139,100	17,718,200	16,490,300	-209,900	0	16,280,400	9,374,672	6,713,200	-192,528

Capital Programme 2013/14

	Approved Budget	Qtr 1 Budget	Qtr 2 Current Budget	Qtr 3 Current Budget	Qtr 4 Amendment	Qtr 4 Virements	Qtr 4 Budget	2013/14 Actual	Year-End Phasing into Future Years	Year-End Variance
	£	£	£	£	£	£	£	£	£	£
Financing Available:										
Capital Receipts										
Sale of Toxteth FS	250,000	250,000	0	0		0	0	0	0	0
Sale of Formby LLAR House	350,000	350,000	0	0		0	0	0	0	0
Sale of Derby Road	700,000	700,000	0	0		0	0	0	0	0
R.C.C.O.										
Capitalisation of Sals HFRA	730,000	730,000	730,000	580,000	-222,000		358,000	358,000	0	0
It Equipment (IT003)	0	2,200	2,400	2,400	10,100		12,500	12,500	0	0
It Equipment (IT003)	0	0	0	0	2,000		2,000	2,000	0	0
E recruitment Systems (IT043)	0	8,000	8,000	8,000		0	8,000	8,000	0	0
Joint Control Room (BLD068)	1,768,000	1,768,000	1,768,000	1,768,000		0	1,768,000	1,768,000	0	0
Gym Equipment (BLD067)	50,000	50,000	50,000	50,000		0	50,000	50,000	0	0
JCC IT Works Cap Inv Res	0	232,000	232,000	232,000		0	232,000	232,000	0	0
FSN Charge for Alarms (FIR002)	0	50,000	50,000	50,000	-5,000		45,000	45,000	0	0
Workshop Enhancement Cap Res	0	0	350,000	350,000		0	350,000	350,000	0	0
Station Refresh Cap Inv Res	0	0	100,000	100,000		0	100,000	100,000	0	0
SHQ Museum (BLD073) Telent	0	0	40,000	40,000		0	40,000	40,000	0	0
SHQ Museum (BLD073) NWAS	0	0	35,000	35,000		0	35,000	35,000	0	0
SHQ Museum (BLD073) Cap Inv	0	0	0	0		0	0	0	0	0
Fire Risk Mgt (FIR009) Fire Safety	0	0	0	0		0	0	0	0	0
Plan Perf Mgt (IT040) Cap Inv Res	0	0	0	0		0	0	0	0	0
TRM (IT046) Cap Inv Reserve	0	0	0	161,000		0	161,000	161,000	0	0
JCC Cap Inv Reserve	0	0	0	165,600		0	165,600	165,600	0	0
Grants										
Fire Control Grant	1,100,000	1,100,000	1,100,000	1,100,000		0	1,100,000	1,100,000	0	0
Fire Control Grant	0	700,000	700,000	700,000		0	700,000	0	700,000	0
Police Grant	4,002,000	4,817,000	4,906,799	5,069,799		0	5,069,799	3,320,551	1,749,000	0
Capital Grant CSR07	1,243,966	1,243,966	1,243,966	1,243,966	0	0	1,243,966	1,243,966	0	0
Total Non Borrowing	10,193,966	12,001,166	11,316,165	11,655,765	-214,900	0	11,440,865	8,991,617	2,449,000	0
Borrowing Requirement										
Unsupported Borrowing	4,731,934	8,137,934	6,402,035	4,834,535	5,000	0	4,839,535	383,055	4,264,200	-192,528
Borrowing	4,731,934	8,137,934	6,402,035	4,834,535	5,000	0	4,839,535	383,055	4,264,200	-192,528
Total Funding	14,925,900	20,139,100	17,718,200	16,490,300	-209,900	0	16,280,400	9,374,672	6,713,200	-192,528

This page is intentionally left blank

MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	24 JULY 2014	REPORT NO:	CFO/081/14
PRESENTING OFFICER:	DEPUTY CHIEF FIRE OFFICER		
RESPONSIBLE OFFICER:	DEB APPLETON	REPORT AUTHOR:	WENDY KENYON
OFFICERS CONSULTED:			
TITLE OF REPORT:	EQUALITY AND DIVERSITY ANNUAL REPORT 2013/14		

APPENDICES:	APPENDIX 1:	DRAFT EQUALITY & DIVERSITY ANNUAL REPORT 2014/14
	APPENDIX 2:	PHOTOGRAPHS

Purpose of Report

1. To provide Members with an update on the progress made against the Equality and Diversity Action Plan 2013/16 as contained in **Appendix 1 the Equality and Diversity Annual report 2013/4**

Recommendation

2. That Members approve the content of the Equality and Diversity Annual Report for publication (once professional design work has taken place).

Introduction and Background

3. The Equality and Diversity Annual Report 2013/14 updates stakeholders on the key outcomes delivered in year with regards to Equality and Diversity. The report has been developed using the Quarterly Progress reports which are presented to Strategic Equality Group and also include progress on the Authority's Equality Objectives. The report also supports the requirement to publish E&D information at least annually to demonstrate to the public the commitment of the Authority to the Equality Act 2010 in removing disadvantage, discrimination, promoting equal opportunities and supporting diversity as an Employer and Fire and Rescue Service provider.
4. The report is an opportunity to celebrate the good work that has been delivered across all functions of the Authority throughout the year and also recognises diversity in action across the districts in the form of case studies. The case studies included relate to activities/events which have taken place during 2013/14. Officers are also gathering case studies and photographs as events take place this year which will be included in next year's report. These include photographs from the African Oye Festival held in Sefton Park and a case

study from the Liverpool North Prevention team, highlighting the work the Authority does with vulnerable people.

5. The Annual Report is split into two sections; Section 1 focuses on introducing the Annual Report, a round-up of the current performance and progress towards the Authority's five Equality Objectives as of the end of 2013/4. It also provides examples of good practice against the Authority's four key aims; Excellent Response, Excellent Prevention & Protection, Excellent Operational Preparedness and Excellent People. This section also outlines some of the key standards the Authority works to and highlights the diversity events that have taken place during year one of the Action plan. Section 2 provides some equality statistics and diversity facts and figures (mainly from the Demographics of Merseyside report), highlighting the diversity of Home Fire Safety Checks undertaken (HFSC).
6. It is intended that the Annual Report, once signed off by the Authority, is developed further with the inclusion of photographs and quotations and developed into a smart but cost effective annual report. A small number of reports will be printed professionally and issued to Members and key partners but mainly the report will be available for staff to read on the Portal and for stakeholders on the external website.

Equality and Diversity Implications

7. The Equality and Diversity Annual Report supports the Authority with its legal obligation to provide evidence of how its meeting the Equality Act and in particular showing due regard to the needs of the nine protected groups.

Staff Implications

8. The Equality and Diversity Annual Report deals with the diversity of the Authorities workforce, which Members have already considered at the Performance and Scrutiny Committee.

Legal Implications

9. The Equality and Diversity Annual Report demonstrates the work that is being conducted to meet the Equality Act 2010 and Public Sector Equality Duty requirements.

Financial Implications & Value for Money

10. There are no direct financial implications arising from this report.
11. The cost of the design and printing of the Equality and Diversity Annual Report is contained within existing budgets.

12. The Equality and Diversity Annual Report will be designed to include relevant photographs and quotations and care will be taken to ensure that it is a smart and professional, but cost effective document. A small number of reports will be printed professionally and issued to Members and key partners but mainly the report will be available for staff to read on the Portal and for stakeholders on the external website.

Risk Management, Health & Safety, and Environmental Implications

13. There are no risk management, health & safety or environmental implications arising from this report. The Annual Report does show that considerations are made in relation to the different needs of staff to ensure that disabilities are supported with reasonable adjustments and thus makes staff safe in their working environment.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

14. All of the Annual Report contributes to the Mission and the design of the report provides specific progress against the four key aims.

BACKGROUND PAPERS

Appendix A Equality and Diversity Annual Report year 1 2013/14

GLOSSARY OF TERMS

DAG	Diversity Action Group
E and D	Equality and Diversity
HFSC	Home Fire Safety Check
MFRSA	Merseyside Fire & Rescue Authority
PSED	Public Sector Equality Duty
SEG	Strategic Equality Group
SMG	Strategic Management Group

This page is intentionally left blank

Merseyside Fire & Rescue Service

Equality and Diversity Annual Report
April 2013 to March 2014

Alternative Formats

If you would like a copy in Arabic, Bengali, Chinese, French or Somali please contact us at Diversity team, MF&RS Headquarters, Bridle Road , Bootle, Liverpool L30 4YD.Telephone 0151 296 4422 or email diversityteam@merseyfire.gov.uk.

Arabic - หากคุณต้องการคัดลอกในภาษาอาหรับภาษาเบงกาลี, จีน, ฝรั่งเศสหรือโซมาเลียกรุณาติดต่อ ทีมเราที่หลากหลาย MF และอาร์เอสสำนักงานบึงเหียนถนน Bootle ลิเวอร์พูล L30 4YD โทรศัพท์และ 0151 296 4422 หรืออีเมล diversityteam@merseyfire.gov.uk

Bengali - 如果你想复制的阿拉伯语, 孟加拉语, 中国, 法国或索马里, 请联系我们 我们多元化的团队, MF&RS总部, 马勒路, 布特尔, 利物浦L30 4YD。电话和小型机 0151 296 4355或电邮

Chinese - 如果你想复制的阿拉伯语, 孟加拉语, 中国, 法国或索马里, 请联系我们 我们多元化的团队, Merseyside Fire &Rescue Service 总部, 马勒路, 布特尔, 利物浦 L30 4YD。电话和小型机0151 296 4422或电邮 diversityteam@merseyfire.gov.uk

French - Si vous souhaitez obtenir une copie en arabe, bengali, chinois, contactez s'il vous plaît français ou en Somalie nous à la diversité équipe, siège de MF & RS, Bridle Road, Bootle, Liverpool L30 4YD. Téléphone et minicom 0151 296 4422 ou par courriel diversityteam@merseyfire.gov.uk

This Document is also available in larger print and can be reproduced in Braille on request.

Contents

Foreword	4
Welcome	6
Introduction	8
▪ Governance and Performance Management	10
▪ Equality Objectives	11
Part 1 - Equality and Diversity Activity and Outcomes 2013- 2014	
▪ Excellent Operational Preparedness	19
▪ Excellent Operational Response	21
▪ Excellent Prevention and Protection	23
▪ Excellent People	34
▪ Equality Standards and Awards	38
▪ Diversity Events	41
Part 2 Supporting Information	
▪ MFRA Fatal fires and HFSC Equality Monitoring Data	46
Helpful Documents and further reading	50
Key Contacts	51
Case studies	52

Foreword (Photograph of DCFO Garrigan, to be inserted here)

I am pleased to introduce Merseyside Fire and Rescue Authority's (MFRA) first Equality and Diversity Annual Report which includes the progress made against our Equality and Diversity Action Plan. In 2013 we set out to integrate our Equality and Diversity priorities into our day-to-day work to ensure all areas of MFRA consider Equality and Diversity when delivering services; whether that is focused on increasing the diversity of our workforce or developing fire and rescue services to be more accessible and responsive to the needs of our diverse communities. This report provides a snapshot of the excellent progress we have made to truly embed Equality and Diversity across our organisation and achieve positive outcomes for our diverse communities, particularly the most vulnerable.

We have a strong commitment to Equality and Diversity at MFRA, which has been recognised through the achievement of Excellence in the National Equalities Framework, a standard that provides local authorities with a structured way of improving Equality and Diversity outcomes for local communities. Our aim is to maintain excellence and our commitment to tackling inequality is a key focus in the current economic climate, where we are compelled to do more with less. It is important to place a greater emphasis on understanding our diverse communities to enable us to be more efficient and focus our resources on those most at risk and hardest to reach. These are often minority groups protected by the Equality Act 2010. Our wider responsibilities for fire protection and prevention mean it is critical to ensure our services are accessible to all and that we fully understand the impact that our policies and services may have on those community members.

I am immensely proud of our achievements to date and our commitment to Equality and Diversity, especially the work undertaken by our staff and the support provided by our Authority Members and partner agencies, who work

tirelessly to make the communities of Merseyside safer and as importantly stronger.

Deputy Chief Fire Officer – Phil Garrigan

Welcome (Photograph of Cllr Ayres to be inserted)

This Annual Equality and Diversity report provides us with an opportunity to celebrate the progress we have made in delivering against our Equality and Diversity Action Plan 2013-16, report on key data in relation to equality and highlight some notable examples of good practice which demonstrate our continued commitment to removing inequalities and promoting Equality and Diversity.

As Authority Lead for Equality and Diversity, I work with the Diversity and Consultation Manager to ensure that we are embracing and promoting equality in all areas of the organisation and that we continually challenge ourselves to be a better employer and service provider. One way of doing this is the development of the Equality and Diversity Action Plan 2013-16. We have worked hard to ensure that all parts of the organisation recognise the valuable contribution we all make to Equality and Diversity and we all strive to deliver against our action and to monitor and scrutinise performance. This report shows the good progress that has been made in year 1 (2013/14) of our Action Plan.

Our challenge going forward will be to continue to deliver high quality services with fewer resources. The key to maintaining positive outcomes will be to continue to reinforce the message that considering Equality and Diversity brings practical business benefits by enabling us to develop services that are appropriate to the needs of our communities and the staff we employ.

I hope you will enjoy reading the report and learning more about our Equality and Diversity work, if you have any feedback on this report or feel we could work with your organisation to improve outcomes for the people of Merseyside in terms of fire, safety and rescue please do not hesitate to contact us wendykenyon@merseyfire.gov.uk or 01512964422.

**Councillor Robbie Ayres – Authority Lead Member for Equality and Diversity
2013/14.**

Note: Although Cllr Murray is now the Lead, Cllr Ayres was for 2013/14

Introduction

Merseyside Fire and Rescue Authority is currently going through a period of unprecedented change. The Government's Comprehensive Spending Reviews (CSR) of 2010 and 2013 introduced reductions in public sector spending that are having a significant impact on MFRA, requiring us to do more with less. In this context, it is vital that the Fire and Rescue Authority maintains a clear commitment to Equality and Diversity and to maintaining the quality of the services it provides.

As a front line emergency service and employer we have a dual responsibility to promote Equality and Diversity as an integral part of the way in which we protect our communities and to support our staff. This is set out clearly for all public bodies within the Equality Act 2010; a simplified piece of legislation which incorporates nine major pieces of legislation into one Act and the supporting Public Sector Equality Duty (PSED)

The Authority is committed to ensuring that equality is a priority and it does everything that it can to meet and, where possible, exceed the legislative requirements. The PSED requires us to give **due regard** to three specific aims:

- I. The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- II. The need to advance equality of opportunity between persons who share a relevant protected characteristic¹ and persons who do not share it
- III. The need to foster good relations between persons who share a protected characteristic and persons who don't

¹ Protected characteristics include: age, disability, gender reassignment, pregnancy and maternity, race (including ethnic or nationality origin & colour), religion and belief (including no religion), sex, sexual orientation. MFRA also includes Socio-economic disadvantage as a vulnerable group

In order to demonstrate **due regard** MFRA considers the three aims of the general duty above when making decisions as an employer and service provider regarding:

- Developing, evaluating and reviewing our policies
- Designing, delivering and evaluating services, including fire and rescue provisions
- Commissioning and procuring services from others

This report provides an insight into the progress made against MFRA's Equality and Diversity Action Plan 2013 to 2016 for year 1 activities, 2013-14. It also supports MFRA's commitment to meeting the Equality Act and the PSED in relation to the 3 specific PSED. This report helps us to meet the following requirements to:

- Publish information, at least annually to demonstrate our compliance with the Equality Act and PSED
- Prepare and publish one or more specific and measurable objective that we think should achieve the three aims of the Equality Duty and the Equality Act
- Publish equality information and objectives in a manner that is accessible to public

Section 1 of this report focuses on our achievements in relation to the first year of the Equality and Diversity Action Plan 2013-16 and our progress against our Equality Objectives (which form part of our Integrated Risk Management Plan). It includes case studies that highlight outcomes resulting from our Equality and Diversity actions, illustrates the ways in which those outcomes relate to the demographics of our staff and communities and shows how the outcomes directly support the achievement of our four Corporate Aims.

- Excellent Operational Preparedness
- Excellent Operational Response
- Excellent Prevention and Protection
- Excellent People

Section 2, provides more background details on the make-up of our communities and our workforce. We have produced the data as part of our Public Sector Equality Duty (PSED)

Governance and Performance Management

Delivery of the Action Plan is led by the Diversity and Consultation Manager and coordinated through our departmental and senior managers and our Diversity Action Group (DAG). The DAG is made up of departmental representatives and the Authority Lead Member for Equality and diversity and it meets quarterly to discuss and monitor progress against the Action Plan. The group also receives presentations on topical Equality and Diversity themes and DAG members have an opportunity to attend external conferences and improve their understanding of Equality and Diversity and how it impacts on MFRA services. The DAG is also critical in reviewing Equality Impacts in relation to MFRAs services, policies, and projects through a robust Equality Impact Assessment (EIA) Process.

The Diversity and Consultation Manager also holds regular Equalities Engagement meetings with the Representative Bodies (trade unions and staff associations), to ensure that they are aware of the Equality and Diversity developments in the Authority and have an opportunity to contribute to the consideration of the ways in which Equality and Diversity influences the provision of fire and rescue services.

Performance against the Equality and Diversity Action Plan is scrutinised at two levels. The first is through the Strategic Equality Group (SEG), which is

chaired by the Deputy Chief Fire Officer and made up of senior managers representing all departments of the organisation. It meets on a quarterly basis to review progress made and provide assurances to the Authority on that progress. The Second level of scrutiny is through the Authority's Performance and Scrutiny Committee made up of Elected Members who review MFRA's Equality and Diversity progress on a six Monthly basis. Reports to this committee are made public via MFRA website:

www.merseyfire.gov.uk/asp/asp/pages/fire_auth/authorityContent.aspx

Our Equality Objectives

Equality Objectives 2013/14

Our Equality Objectives are an important part of our Integrated Risk Management Plan and are integral to our approach to providing services to those people and communities who need them most. The Integrated Risk Management Plan (IRMP) is a three year plan setting out the Mission and Aims of the Fire and Rescue Authority, concentrating on the core objectives and key priorities. The IRMP makes high level statements in line with organisational risk, the National Framework, Equality and Diversity and the Authority's budget.

We set our Equality and Diversity Objectives as part of our 2012 -15 Integrated Risk Management Plan and took particular care to ensure they were part of our primary objectives rather than standing alone. The Objectives also contribute to our Public Sector Equality Duties and are monitored on a quarterly basis through the Authority's Strategic Equality Group and six monthly through reports to our Performance and Scrutiny Committee. The overall targets relate to 2017 and beyond, here we report on progress towards these targets in 2013-14.

Equality Objective 1

In the past ten years Merseyside Fire and Rescue Service has reduced accidental fires in the home by 37%

Action: We will continue to build on this work through the use of our customer insight (Vulnerable Person Index) modelling and our station planning process to target individuals at risk

Target: To reduce accidental fires in the home and the deaths and injuries they cause on Merseyside by a further 5% by 2017.

How this impacts on Equality and Diversity: Protected Characteristic – Age and Disability: We know through extensive research that some of the people at highest risk from fire are also covered by the nine protected characteristics that form part of the Equality Act 2010, for example elderly and disabled people. Our activity focuses on reducing risk for vulnerable people.

Current Progress

At the end of 2013/14, the Equality and Diversity target for Accidental Dwelling Fires (fires in the home) has been narrowly missed by 20 incidents (2%). High levels of accidental dwelling fires during the first three quarters of the year have contributed to missing the target of 1136. A review of the Home Fire Safety Strategy will take into account this Equality & Diversity objective. This includes working to target our Home Fire Safety Checks at the most vulnerable people in our communities.

Equality Objective 2

We will reduce risk for people who live in rented properties across Merseyside

Action: By continuing to build productive relationships with Registered Social Landlords

Target: To cut accidental kitchen fires in social housing by 5% by 2017.

How this impacts on Equality and Diversity: Protected Characteristics – Age and Disability, Socio-Economic Disadvantage: We know that people who live in rented properties often have other needs and fall within the protected characteristics. We've worked well with Registered Social Landlords to protect their residents, but some of the higher risk people live in privately rented accommodation and we want to help them too.

Current Progress

At the end of 2013/14 there were a total of 219 accidental fires in properties owned by registered social landlords, and the Equality & Diversity target of 237 has been met.

Equality Objective 3

We will continue to engage with young people in vulnerable areas

Action: Through our award winning youth engagement programmes

Target: Reducing deliberate anti-social behaviour fire setting by 5% by 2017.

How this impacts on Equality and Diversity: Protected Characteristics – Age, Socio-Economic Disadvantage: The anti-social behaviour of a minority of young people can impact most on the elderly and on other young people too. We want to help young people become good role models for others in their area and help older people feel safer in their homes.

Current progress

For the second year running MFRA have achieved the Equality & Diversity target of 5767 incidents, ,current incidents are down to 512 , 640 incidents less than the target.

How was this achieved - case study to be included

Equality Objective 4

We will work with at-risk groups and local partners to contribute to the reduction in the number and severity of road traffic collisions across Merseyside

Action: To work towards achieving the local target of reducing the number of people killed or seriously injured in road traffic collisions

Target: Reducing the number of people killed or seriously injured in road traffic collisions by 37.5% by 2020.

How this impacts on Equality and Diversity: Protected Characteristic – Age:

Young people are at a particularly high risk of being killed or seriously injured in road traffic collisions. We want to have a positive impact on this group and help to keep them safer on the roads, whilst also monitoring road traffic collision risks in relation to young and old across all five districts and responding accordingly.

Current progress

The target in relation to road traffic collisions has been achieved for the third year running. However, the number of injuries was 97 over the target. We are currently rolling out a programme of engagement with schools, presenting our “Suddenly from Nowhere” education package. We also work with all the young people we come into contact with through Prince’s Trust and Beacon Programmes to instil road safety messages.

Equality Objective 5

Our aim is to create a strong cohesive organisation which is positive about rising to the future challenges we face.

Action: Our aim is to increase the representation of all minority groups within the communities of Merseyside in the Fire and Rescue Service

Target: Ensuring all future firefighter recruit courses have a minimum make up of 20% female and 8% black minority ethnic employees by 2017.

How this impacts on Equality and Diversity: Protected Characteristic – Gender

and Ethnic Origin: We’d like our workforce to better represent the makeup of our communities and we will work to encourage applications from under-represented groups when we carry out any recruitment.

Current progress

No uniformed recruitment has taken place over the life of the previous IRMP but a Positive Action recruitment programme will take place in 2014/15 when we plan to recruit firefighters.

Our Workforce equality analysis shows that there has been a 1% change in our gender split since last year, with 1% more females working at MFRA than last year, making a whole workforce split of 79% Male and 21% females.

Note: Changes have been made to Objective 5 for operational year 2014/15 and these will be reported on in Annual report 2014/15

**Part One – Equality and Diversity Activities and Outcomes
2013/14**

Equality and Diversity Activity and Outcomes 2013- 2014

Our Equality and Diversity Action Plan 2013-16 identifies key objectives and actions designed to ensure that we continuously improve against our diversity agenda and deliver against our PSED requirements and Equality Objectives.

The Action Plan is a living document which sets out our actions in relation to Equality and Diversity for each of the Authority's Corporate Aims. The plan spans three years and progress is monitored on a quarterly and six monthly basis. Having the Action Plan in place ensures that: We have a transparent means by which we can demonstrate our commitment to Equality and Diversity (in relation to our staff and our communities) in a way that allows interested parties to hold us to account and measure our progress in relation to:

- The extent to which our services meet differing customer needs
- The extent to which we are able to attract, retain and develop a talented workforce from across all sections of the community

This part of the report focuses on the key outcomes delivered in the first year of our Action Plan, including case studies which help bring the Action Plan to life. In addition, this section provides information on who we have delivered some of our key services to in relation to the demography of Merseyside and also the make-up of our workforce and the extent to which that reflects the local demography.

To demonstrate how Equality and Diversity is mainstreamed and embedded across the organisation, progress has been documented using the four key organisational aims; *Excellent Operational Preparedness, Excellent Operational Response, Excellent Prevention and Protection and Excellent People.*

Excellent Operational Preparedness

“To provide our firefighters with the training, information, procedures and equipment to ensure they can safely and effectively resolve all emergency incidents.”

We provide our firefighters with the training, information, procedures and equipment to ensure they can safely and effectively resolve all emergency incidents with our diverse community groups. The Equality and Diversity Action Plan reflects this work with a number of actions. Progress in 2013/14 includes:

Learning and assessment -A project has been set up to review the learning and assessment strategy including our e-learning packages for operational staff to complete as part of their core training. The project has included initial work on an Equality Impact Assessment, reviewing training, assessment and delivery methods to make sure it is accessible for all staff. Work will continue in years 2 and 3 of the Action Plan to embed this practice

Equipment research and development -Equality Impact Assessments are conducted as standard for all major equipment research and development work streams to ensure that the equipment can be used effectively by all members of staff. This includes reviewing the impact of purchasing equipment such as breathing apparatus, communication sets, forced entry equipment and protection clothing and ensuring the needs of all staff, including female firefighters, are considered in the testing and purchasing of equipment.

Risk based information -A cross departmental review of the way we collect and manage risk information about domestic properties took place during 2013/14 and has resulted in a revised service instruction to ensure that all risk based information remains accurate and valid, to aid operational staff with

accessing properties where there might be additional risks, such as people using oxygen cylinders.

Excellent Operational Response

“To maintain an excellent emergency response to meet risk across Merseyside, with safety and effectiveness at its core.”

The Operational Response function ensures that the Authority is able to meet its legal duties to respond to fires and other emergency incidents, with a particular focus on the readiness and availability of the workforce, appliances, stations, and equipment. Our aim is to respond appropriately and in a timely manner to those emergencies and that when we do so our firefighters, procedures and equipment are safe and effective.

Equality and Diversity Action Plan year 1 progress for response includes:

- Conducting Equality Impact Assessments that consider the equality and diversity consequences of reducing resources (including appliances and firefighters) and the impact of changes on response times, focusing closely on the Protected Characteristics. In addition, work has taken place to assess the equality impacts of proposals to merge fire stations and this work will continue in year 2 of the Plan. It is important to make sure that any decisions about changes to Operational Response are considered carefully and that there are no disproportionate outcomes in terms of response times and service for any particular protected equality group. Outcomes of the assessments included targeting more free HFSCs to those geographical areas where response times may increase slightly, especially for those residents aged over 65.
- Providing flexible working solutions for staff to accommodate changes to shift patterns, where possible. Of those applications received from operational staff two thirds were from men and the majority were from those staff aged 31 to 40.

- Improvement to firefighter facilities involved conducting 22 Access Audits on stations to assess what improvements were required to ensure the facilities were accessible for all staff. The outcomes from the audits have helped us to prioritise improvements to changing and rest facilities for female firefighters and to make the stations' community areas more accessible the public.
- Equality briefings and training have been delivered to firefighters and other staff on stations, to provide a greater understanding of how Equality and Diversity impacts on the stations work on a day-to-day basis and to ensure staff are given opportunities to gain more knowledge about Equality and Diversity to support them when working with their diverse communities. Further visits are planned for 2014/15.
(case study 5 will insert here)

Excellent Prevention and Protection (Case Study 1 will insert in this section)

“To work with our partners and our community to protect the most vulnerable through targeted local risk reduction interventions and the robust application of our legal powers.”

We recognise that fire has a socio-economic dimension. Those at highest risk from fires include older people, people who are disabled, people with alcohol or drug dependencies, or those who suffer from mental ill health conditions or live alone. Young people are more at risk of being involved in a road traffic collision and may also be the perpetrators of anti-social behaviour.

Our Equality and Diversity Action Plan has been developed in conjunction with our partners and staff to ensure we take account of the needs of those most vulnerable to fire and other emergencies. Progress for year one includes:

Vulnerable Person Index – This has been developed out of a Customer Insight project designed to help MFRA understand risks and needs present within the community and identify the most vulnerable individuals. This Index is used for intelligent targeting of prevention services (such as Home Fire Safety Checks) based on risks and needs. The project developed tools that give us an in-depth understanding of citizens and the communities that they live in.

- *The Index* uses personal data shared by partners. This helps us identify individuals who are particularly vulnerable. We then use de-personalised information to direct fire crews to the most vulnerable households to deliver targeted Home Fire Safety Checks and visits.

- In addition;

- *Community Profiles*, identify groups of citizens with similar characteristics. This is used to target community initiatives based on the risks, needs and priorities within particular locations, such as local authority wards.

Progress has been made during 2013/14 in rolling out this work across all areas of MFRA. This has enabled targeting of Home Fire Safety Checks (HFSCs) which are our primary means of reducing risk in the home towards the most vulnerable people and communities.

- The people most vulnerable to fire typically have a number of the following factors present:
 - Older Person (i.e. over 65)
 - Lives Alone
 - Disability (Physical or Sensory)
 - Mental Health issues
 - Known to carers
 - Lifestyle factors such as smoking, binge drinking, and substance misuse.

The Vulnerable Person Index has helped MFRA target its limited resources and develop a new Home Fire Safety Strategy. It is important to note that the effectiveness of the Vulnerable Person Index is dependent on information and data being shared by partner organisations and work continues in all areas of Merseyside to encourage information sharing, which will allow us to identify more vulnerable people.

- **Home Fire Safety Check Equality Monitoring**- Work has been carried out during 2012/13 in relation to improving our equality monitoring data collection when delivering Home Fire Safety Checks. Training for staff

on the importance of data collection and how we can use it has played an important role in this action and future annual reports will monitor the improvements in the collection of data from those visits.

Merseyside has a resident population of some 1.38 million. Although we have pockets of affluence for example in West Wirral and North Sefton; large areas of Merseyside fall within the highest ratings of social deprivation; with all local authorities in Merseyside being in the top 30% of most deprived in England.

It is vital to understand the communities we serve, both in terms of deprivation, diversity and community profiles. It helps with our strategic planning of services and district planning for our prevention work. A number of reporting tools such as Customer Insight (Vulnerable Person Index) and Demographics of Merseyside reports provide us with intelligence about our communities.

Appendix 1 provides the full statistical breakdown of the HFSC's delivered, but in summary: A total of 48,604 Home Fire Safety Checks were delivered across Merseyside during 2013/14, nearly a third of those visits were delivered in Wirral. 13% were at a property where a disabled person lived. This is lower than the Merseyside disabled population figure of 23%. However it should be noted that this figure could be higher if more people disclosed information and equality training for staff is currently taking place will assist with this.

36.4% of HFSCs were delivered to households with occupants aged over 65. The Merseyside over 65's population is 17.5%. Our Home Fire Safety Strategy focuses heavily on delivering HFSC to the over 65's, as older people are more at risk from fire the high proportion of HFSC delivered during 20-13/4.

81% of HFSC are delivered to households of White ethnicity, the percentage of Black and Minority Ethnic (BME) households receiving an HFSC was 2%, lower than the average Merseyside population of 5.5%. The “not stated” and “not known” figures are high and may well include members of the BME community. Work is in place to encourage disclosure of information about ethnicity during HFSCs.

It is both a legislative requirement and good practice to know the composition of the communities we serve so that issues of under-representation can be addressed and needs provided for. Even in equality areas where there is no legal requirement to monitor, it is good practice for Fire and Rescue Services to know whether its services are accessible and used by all groups. Further details on the demography of Merseyside can be found in our Profile of Merseyside (Demography, Equality and Diversity) report [\[insert link\]](#)

- **Fatal fires –2004 /2005 to 2013/2014**-Over the past decade we have (through extensive prevention work) significantly reduced the number of accidental fire deaths and injuries across Merseyside. Deaths across Merseyside regularly exceeded 20 a year until the introduction of widespread prevention work and the introduction of Home Fire Safety Checks. With the introduction of fire prevention, fire deaths have gradually reduced over time.

Analysis of fire death data over the last 10 years shows that a total of 80 fire deaths have occurred. Further equality monitoring analysis shows the following:

- The largest number of fire deaths (20) occurred in the 75 to 84 age group
 - Concerning the over 65s, a total of 40 fire deaths took place in this age group, this equates to half of all fire deaths over a 10 year period.
 - There is no particular gender bias in fire fatalities and racial profiling also suggests there is very little difference in risk between different racial groups.
 - Smokers materials account for 54% (43) of the total fatalities
 - Wirral have had the highest number of fatalities over the last 10 years with 25, Liverpool closely followed with 24.
- This type of analysis helps us with our work on the Vulnerable Person Index and enables us to identify the types of people we need to target prevention work at to reduce fire deaths.
- **Specialist Fire Safety Support** – As MFRA continues to identify the most vulnerable and high risk members of the community through our targeted home safety strategy our staff in the Community Fire Prevention teams ensure that individuals with health, mobility or sensory issues (such as hearing loss) and those who use English as a second language receive the appropriate interventions. These include, smoke detectors with a vibrating pad and flashing strobe, fire retardant throws and bedding packs, using Language Line to reinforce fire safety education and heat detectors to keep vulnerable individuals safe from accidental fires in their home.
 - **Equality monitoring of enforcements and prosecutions** - Work has commenced on capturing and monitoring Equality information about the makeup of those people and organisations who may be subject to Fire Safety enforcements and prosecutions in relation to the properties and businesses for which they are responsible. This work will help us to monitor the ethnicity and cultural backgrounds of those organisations

to assess the impact of our prosecution and enforcement policies and practices and to determine whether we need to do anything differently.

- The main area of concern for Community Fire Protection was the potential impact of enforcement and prosecutions on protected groups, notably on Asian-run businesses. The Authority has been able to develop some pragmatic solutions in order to obtain a greater understanding of the risk through monitoring and analysis and commenced work on an engagement strategy. The progress of this strategy has developed through research and collaboration with peers in the Chief Fire Officers Association Protection Task Group in the North West, assessing the effectiveness of our plans through the benefit of their experience. Consequently we have bolstered and where necessary, adapted our plans to focus on areas of proven effectiveness for example, we will be completing a trial of the web-based 'Browse Aloud' translation facility for elements of our correspondence, we have aligned our business support objectives with the Equality and Diversity Action Plan and will be undertaking a positive action campaign to encourage suitable candidates from the Asian community to apply for imminent vacancies expected within the Protection team.

- **Youth Engagement** – Youth Engagement teams have received specific diversity and cultural awareness training to enable them to support our youth volunteers and to make programmes fully accessible to diverse youth groups, including those with physical and mental disabilities. (Case study 2 will insert in this section)
- **Princes Trust** - MFRA runs five Prince's Trust twelve week development programmes, all of which are for young people. These programmes as well as benefitting the young people are also committed to delivering

community engagement activities with our diverse communities, including supporting homeless charities, working with different cultures and faith groups, supporting disabled community groups and gaining a greater understanding of hate crime across their districts.

Some of their work so far includes the following:

- The Training and Development Academy Team
 - The team attended drama sessions with adults with learning difficulties and delivered Karaoke and bingo activities for OAPs with dementia
 - They held an interactive session with asylum seekers and refugees at Asylum Link. Students engaged with families and discovered many reasons why they were either seeking asylum or refugee status. This session served to clarify many of the preconceptions often held by young people within our society and helped them to understand the complexities of the issues that affected the service users.
- The Bootle and Netherton Team
 - The team provided a visit to Chester Zoo for children from a Crosby special needs school and also held an event day with Royal British Legion patrons.
 - They delivered a garden project with and for residents of St. Nicholas Care Home, Crosby.
 - They took part in an educational trip to meet residents of the Chinese community to support Chinese New Year,
 - They also delivered an event with homeless people at The Whitechapel Centre. Staff and students from Bootle and Netherton fundraised to buy food packages to take to the Whitechapel Centre in Netherfield, where they distributed the parcels to users of the centre, engaging with them and

finding out the different circumstances that had resulted in them being homeless. The students found this extremely enlightening and thought provoking.

- The Bromborough Team
 - The team has carried out work on the Butterfly Park, to support conservational and environmental activities
 - They supported Wirral Autistic Society with a visit to the Blue Planet Aquarium
 - They also held a raffle and bingo in support of older members of our community in support of Age UK

- The Huyton Team
 - The team delivered an existing garden project for Huyton Resource Centre for the Elderly
 - Volunteers were given placements at the Guide Dog Society to understand more about the good work the organisation does.
 - The team carried out a sports day with Inside Right, a programme for medically discharged ex-service personal finding it difficult to adjust to civilian life.
 - Took part in Road/Car Awareness demonstration for fire/police and ambulance Services
 - Staff and students organised a Christmas party for families temporarily residing at Ronald McDonald House in the grounds of Alder Hey Hospital. This was a sensitive environment and time of year for the students to organise an event and a lot of planning and consideration resulted in a successful party enjoyed by family, staff and patients.

- The Toxteth Team
 - The team delivered a Christmas party at Waverley Care Home for residents
 - A Halloween arts and crafts session for Children from a diverse area took place within Liverpool at the Toxteth Firefit HUB
 - The team delivered a Brazilian themed carnival event at the Firefit HUB
 - They delivered fire awareness and sports sessions for adults with learning difficulties
 - Staff and students from the Team assisted in the organisation of two events to bring together different communities within the Toxteth and Dingle areas of Liverpool. Many cultural differences were taken into consideration during the planning stages and the Halloween and Brazilian themed evenings were successful in bringing together residents in a fun environment.

- **Road Safety and Young People** – MFRA supports and works in partnership with other road safety partners including the Merseyside Road Safety Officers Group, Merseyside Road Safety Partnership Group, Road Safety GB, BRAKE and the Police. This has been instrumental in helping MFRA officers to develop an excellent road safety engagement package in conjunction with local authority road safety practitioners. The package, called “Suddenly from Nowhere”, is designed to engage with young people in school years 10, 11 and 12 as these age groups are at the most risk of being involved in a road traffic collision. MFRA has made a commitment to offer this free road safety engagement to all schools across Merseyside. All fire crews have received training to enable them to

deliver the package and to establish relationships with schools to deliver the road safety packages.

MFRA has continued to engage with the hard to reach members of our community by working with the Youth Offending Scheme in delivering road safety interventions to groups and individuals. MFRA has also delivered road safety engagement to all of its Beacon² and Prince's Trust groups.

Nationally, MFRA is represented on the Chief Fire Officers Association (CFOA) road safety practitioner's forum and is involved in developing best practice, by sharing initiatives that are used across the country such as the MFRA "Suddenly from Nowhere" package and training– (quote from Youth leader about Drive to Arrive will insert here)

- **Hate Crime** – Hate crimes are any crimes that are targeted at a person because of hostility or prejudice towards that person's:
 - Disability
 - Race or ethnicity
 - Religion or belief
 - Sexual orientation
 - Transgender identity

A policy covering hate crime and its associated effects has been developed by MFRA. This policy covers hate crime, third party reporting, Safe Havens and target hardening. The policy is underpinned by supporting guidance and instructions for staff. In order to

² The Beacon Course is designed to give students the opportunity to take part in an educational learning experience outside of the school or peer group environment. The projects are delivered one day a week over a 12 week period with the aim of encouraging self-development of the students by instilling fundamental Fire Service principles of self-discipline, leadership, and teamwork. Provide safe, fun & enriching experiences. Develop wider key skills in communication, problem solving & how to work with others.

implement the policy efficiently a training package has been developed and will be rolled out to all crews during 2014.

The package was developed after consultation with partners such as Mencap Liverpool, Liverpool City Council Anti-Social Behaviour Unit and Merseyside Police. The policy was introduced after consideration of the recommendations from the Government Action Plan on hate crime called 'Challenge It, Report It, Stop It'. Members of the public can report a hate crime/incident at any station due to them being enabled as third party reporting centres.

Hate Crime, especially when fire is used as a threat or weapon, has a detrimental effect on the communities of Merseyside and so all Fire Stations are hate crime reporting centres and MFRA staff visit victims and potential victims to make their homes safer from any attempts to cause fires.

Linked to hate crime is the concept of Safe Havens. These are locations where anyone can seek assistance if they feel threatened. All fire stations will become Safe Havens in 2014 with 10 already formally classed as Safe Havens (6 Wirral, 1 Liverpool, and 3 St Helens). On a number of occasions fire stations have been used as Safe Havens and support and assistance has been offered to vulnerable people as a result.

Excellent People

"To develop and value all our employees, respecting diversity, promoting opportunity and equality for all."

We develop and value all our employees; respecting diversity, promoting opportunity and equality for all. The Equality and Diversity Action Plan provides a platform for all departments of MFRA to identify key actions to help embed Equality and Diversity in their day to day work. This section is dedicated to demonstrating positive outcomes in relation to the people who work within our organisation. Achievements include:

- **Access Audit** – MFRA recognises that fire stations do not just exist for incident response but have a vital role in prevention and protection. Historically, few people would say that fire stations were inviting places with fire appliances barely visible behind closed doors. Merseyside Fire and Rescue Authority's vision is of true community hubs that provide a range of services working together to make Merseyside safer and stronger. An extensive Access Audit project was undertaken during 2103/4 which saw 22 Audits being completed and reports produced prioritising work on stations to make them more accessible for the community and to improve the working facilities for all staff in stations, particularly Female Firefighters. Year 2 of the Action plan will now focus on implementing the Access Audit report recommendations.
- **Review of Service Headquarters Office Space-** An employee forum from all levels and ranks in the organisation was given the opportunity to input into the design of refurbished offices to make them more suitable workplaces for all staff. This project involved reviewing the needs of staff with different disabilities, including considering those with hearing impairments in aiming to make the offices less noisy and considering staff with visual impairments in relation to having clearly defined coloured sections for meetings and working spaces. The introduction of improved hearing loop systems for conference facilities also ensures that meetings with staff and the public are accessible to all.

- **Equality Monitoring of our Authority Members³** – The Authority is committed to providing facilities and services to help ensure Authority Members can fulfil their roles and access all meetings and activities. This year has seen the introduction of Equality Monitoring forms for Members to complete. The questionnaire ensures that we are aware of anything which we may need to know, to enable us to make reasonable adjustment or access arrangements for Authority Members.
- **Appraisals** - Every employee has an annual appraisal. This ensures that all staff have the opportunity to discuss their role and work with their line manager to plan their training and development needs and aspirations. The process is also used to discuss any disability needs and reasonable adjustments required. Figures show that during 2013/4 98% of appraisals were returned with the 2% not completed being for those staff who were on long term absence from work. The People & Organisational Development department is in the process of addressing the training needs identified.
- **Revised Equality Impact Assessment (EIA) guidance & online forms and training** – As described in previous sections, the purpose of an Equality Impact Assessment is to ensure we do not discriminate in the way in which we provide (or remove) services and in matters relating to employment. Impact Assessments help us ensure that where possible, we do all we can to promote equality and good relations between different groups. This supports our commitment to the PSED and Equality Act 2010. MFRA has had a well embedded process for EIAs for some time, however significant work took place during 2013/14 to review the Equality Impact Assessment process to ensure it is fit for purpose, is streamlined and simple to use. A new electronic tool has been developed, following extensive feedback from staff, to support completion and recording of EIA information. It is hoped this will save

³ The Authority is made up of 18 elected councillors from the five councils that make up Merseyside.

time for the authors of EIAs. Revised step-by-step guidance has been produced and held on the staff intranet Portal to aid those new to EIA work. Training will be rolled out on a needs basis during year 2.

- **Disability Support and Reasonable Adjustments** – MFRA provides support for staff who disclose a disability or who become disabled whilst in employment. A new Reasonable Adjustment Record has been piloted during year 1 for a range of support including, dyslexia, diabetes, long term health conditions, hearing impairments and cancer support. The Reasonable Adjustment Record will be reviewed with users and line managers during year 2 and rolled out with guidance and training across the whole organisation.
- **MY View Human Resources (HR) System** – The implementation of a new integrated HR and payroll self-service system has been Equality Impact Assessed to ensure that it supports the needs of our staff and those former members of staff who access the system for pension information. The system is also an opportunity for MFRA staff to update their own Equality Monitoring Information on a self-service basis, which will ensure accurate and up to date monitoring information is available.
- **Equality Analysis of Workforce and Employment Data**
MFRA collect core information about employment directly relevant to equalities. This helps MFRA to understand the make-up of the workforce and any key equality issues arising from that, as well as assessing our performance in terms of employment and this enables us to take action where needed. The Equality Analysis of Workforce and Employment Data Report [[MFRA Public Sector Equality Duty Report 2013](#)] was introduced as a result of the Equality and Diversity Action Plan in 2013. It supports managers and staff by providing employment related

equality monitoring statistics, useful when reviewing services and policies and conducting EIAs. The analysis also enables MFRA to publish key equality information to show compliance with the Equality Act and Public Sector Equality Duty (PSED).

Key employment related information:

- There are 1,156 staff employed by MFRA , 28% of which are in support staff roles and 67% are uniformed /operational staff
- 79% of staff are Male and 21% are Female
- Support staff have close to a 50% split male to female
- Operational staff have a gender split of 95% male to 5% female
- 74% of staff are aged 41 and over
- 5.6% of staff and MFRA have declared a disability (Lower than the UK average of 20%)
- 95% of staff are White British and 2.94% are Black or minority Ethnic (lower than Merseyside average of 5.5%)
- When looking at internal recruitment, women have a 58% success rate in recruitment compared to a 42% success rate for men (posts recruited into in 2013/14 have all been support staff/non-operational roles)
- When considering external recruitment there is almost an even 50/50 split in applications from women and men and men are slightly more successful by 0.5%.

MFRA aims to benchmark workforce figures to national figures through a current project being run by the Women's in Fire Service UK.

Monitoring gives equal opportunities credibility and integrity and it is the basic foundation for evaluating the extent of diversity within an organisation. The results of equality monitoring can inform the effective use of resources, improve competitiveness by attracting and retaining staff, and enhance

service delivery. It can therefore make a valuable contribution to strategic planning processes.

Equality Data contributes to a pool of information that helps MFRA meet the diverse needs of staff (for example in relation to provision of catering options or facilities for prayer or contemplation, or reasonable adjustments) to allow them to do their job.

Staff Engagement Survey

Work has commenced on planning and delivering the new MFRS Staff Survey; **Your Service Your Voice**, currently being rolled out during June/July 2014. The survey will enable staff across MFRS to provide anonymous and confidential feedback on a number of key organisational practices and has had the full endorsement from all 4 Representative bodies. More will be reported on this action and the outcomes of the staff survey during 2014/15's annual report.

Equality and Diversity Activity 2013/14– Standards and Awards

We understand the importance of external validation and support for our Equality and Diversity work. There are a number of types of accreditation and awards that we have already achieved or have been working towards during 2013/14 and some are a long term commitments which require a high degree of resources. The work so far in this area includes:

Jobcentre Plus (JCP) Two Ticks Award

MFRA has continued to achieve the Two Ticks awards each year since 2002, through demonstrating evidence of the following five commitments:

- 1) To interview all disabled applicants who meet the minimum criteria for a job and to consider them on their abilities
- 2) To discuss with disabled employees , at any time but at least once a year what we can do to make sure they develop and use their abilities

- 3) To make every effort when employees become disabled to make sure they stay in employment
- 4) To review these commitments every year, assess what has been achieved, plan ways to improve on them and let employees and Jobcentre Plus know about progress and future plans

Disability Standard

The Disability Standard is the world's only business-led benchmark for disability developed to help organisations to measure their performance and provide support for disabled customers, service users and employees. The standard helps to identify what is positive about the organisations and what developments the organisation would benefit from. MFRA was awarded the Silver standard in 2010, and was ranked 26 out of 106 organisations that year. Further work will take place in 2014/15 to review our position against the newly revised standard.

Local Government National Equality Framework

The National Equality Framework is used as a self-assessment tool, a national benchmark, a means of facilitating consistent external challenge and an opportunity to identify and draw out learning and good practice to share throughout the sector.

It is designed to support systematic and structured improvement, and can help organisations deliver improved services.

The framework:

- is intended to inform decision making about services that aim to be more tailored to diverse needs

- contributes to the evidence base that underpins the reasons for changes to service policy and delivery – for example, why services are prioritised in the way they are
- will help an organisation to enhance its reputation
- supports and complements effective community engagement and empowerment
- will help to promote high standards of customer care and insight
- provides a standard approach to the integration of equalities into service policy and planning
- will help organisations to meet their statutory duties.

MFRA was awarded an “Excellence” rating in 2010. Since then the Equality Framework has undergone a 'light touch' sector-led refresh to take into account the recommendations from the Public Sector Equality Duty review, around focusing on outcomes, embedding equality into policies and establishing better connections with the newly refreshed Equality Delivery System. A desk-top exercise took place during 2013/14 to establish any gaps in our evidence in meeting the revised standard and work will commence during the next 12 months for re-assessment in 2015/16

Equality and Diversity Events in 2013

MFRA introduced its first Diversity Calendar in 2013, the document was designed to provide staff with the opportunity to gain awareness of diverse and cultural events both locally and nationally. The calendar was and continues to be, instrumental in supporting staff in identifying suitable community events to celebrate and attend to spread safety messages to hard to reach people and more vulnerable communities.

The Calendar includes:

- Over 240+ important dates, including holy days, special events, festivals health awareness and fire safety days and bank holidays
- Quotes on life and a diversity perspectives are included for every month
- There is a special focus for each month (e.g. Deaf Awareness Week, Road Safety Week)
- Photographs depicting diversity in action across MFRS and its Districts

Some of the key events from 2013's calendar were:

Liverpool Pride 2013

Over 50 staff and their families attended the Liverpool Pride event on the 4th August 2013. The theme for the event was "Holding out for a Hero". MFRA staff showed their support for Lesbian, Gay, Bisexual & Transgender (LGBT) communities across Merseyside by marching through Liverpool and provided entertainment with cage football for young people and our FireFit climbing wall and the smoothie making bike. Fire prevention information was available from Liverpool district staff who attended with Lilly the Pink our fire engine designed especially to promote cancer awareness support.

Older Person's Day (part of Fire Safety Week) (case Study 6 will insert here)

The fact that someone is twice as likely to die in a fire after the age of 50 means fire and rescue services engage with older people every single day. Often, however, the impact of our prevention work in keeping them safe, well and independent goes unnoticed and sometimes our partners are unaware of the contribution we can make to the health and well-being agenda, particularly at times of year when we know we can make a real difference.

MFRA celebrated United Nations Older People's Day on 1st October 2013 by mobilising over 1000 members of staff during Fire Safety Week to help some of our most vulnerable people stay safe as winter approached, by delivering targeted Home Fire Safety Checks.

We joined with national partners such as Age UK, the British Heart Foundation and the WRVS in celebrating the contribution older people make to society under the slogan **Full of Life**. These events included a Tea Room style lunch and Fire prevention talk and a tour of the Merseyside Fire & Rescue Service Heritage and Education Centre. This was organised in conjunction with Age UK. Other events included a Bingo and poetry afternoon at Birkenhead Community Fire Station. The key aims of the day were to celebrate older people living active and independent lives, to raise awareness around dementia, to highlight services available to older people and to promote fire safety and overall wellbeing during the winter months.

There was also an event held at Whiston Community Fire station organised jointly with Age UK Knowsley, the event allowed older people to pop in for a cup of tea and fire prevention advice.

International Day of Disabled People

The International Day of Disabled People has been celebrated across the world since 2009. Its introduction followed decades of work by the United Nations to change attitudes and approaches to people with disabilities,

including the change from viewing people with disabilities as objects of charity, medical treatment and social protection towards viewing persons with disabilities as people with rights, who are capable of claiming those rights and making decisions for their lives based on their free and informed consent as well as being active members of society.

This day was chosen as a key event for MF&RA to celebrate following significant research to suggest that disability plays an important factor in increasing the risk of fire and fire-related Injury. Between 2004/05 and 2013/14 80 people died in Accidental Dwelling Fires. Of these, 39 (49%) were recorded as having a disability. Further research shows that the gender split is 19 (49%) female and 20 (51%) male. 36 (45%) fatalities were above the age of 70, however the 45-49 age group were identified as having the greatest count of fatalities with 11 overall.

The makeup of our districts shows that Merseyside has a significantly higher proportion of disabled people at 23% when compared to the UK at 20% - 1 in 4 people are considered to have a disability that impairs their daily life.

The importance of MFRA staff engaging with disabled members of our community is part of making our services fully inclusive and supportive of the needs of disabled people. Carrying out joint events between disabled and non-disabled people is a powerful approach to understanding and appreciating difference and helps to provide staff with a useful insight into the importance of inclusivity.

MFRA in conjunction with other Blue Light services and Daisy UK, delivered a Blue Light Services Games which saw a total of 100 competitors coming together to take part in Inclusive games events, including Blind Football, Wheelchair Basketball and Indoor New Age Curling. The event also delivered

demonstrations of Paralympic sports to local primary school children and was supported by Michelle Lewis MBE.

Safer Internet Day – took place on the 11th February 2014 with a theme of "Let's create a better internet together". It involved our ICT department working with staff at the Firefit Hub in toxteth, and Prince's Trust development programme teams to highlight the need for young people to be internet safe. The Firefit Hub encouraged young people from more deprived areas to use the centre and the free Wi-Fi. This was especially important from a social media aspect. Prince's Trust has now also designed lesson plans to highlight internet safety which will be used with all future teams.

Conclusion

I hope you have enjoyed reading our 2013-14 Equality and Diversity Annual Report and can appreciate the commitment MFRA has to tackling inequality, tailoring our Services to meet the needs of our diverse Communities and treating our Staff and Service users fairly.

If you would like to learn more about our work, or have any questions please contact

Wendy Kenyon, Diversity and Consultation Manager

Email: wendykenyon@merseyfire.gov.uk

Telephone 0151 296 4000

Web site: www.merseyfire.gov.uk

Phil Garrigan

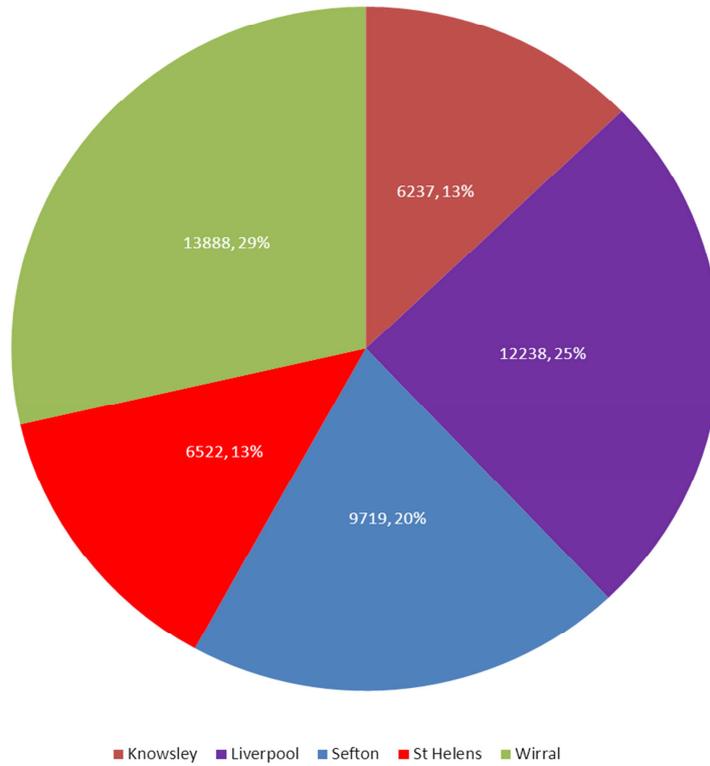
Deputy Chief Fire Officer

Section 2 – Supporting Information

Appendix 1

HFSC delivered by district

Home Fire Safety Checks by District



Author: Business Intelligence
Date: 13/06/2014
Strategy and Performance

⁴Table 1 provides a breakdown of Home Fire Safety Checks completed according to Community Profile; the table identifies that no single profile received preferential treatment as the Home Fire Safety Checks completed are roughly in line with the proportions of Merseyside that the profiles constitute.

Table 1: HFSC delivered by Community Profiles

Community Profile	HFSC Completed	% Completed
1 - Wealthy over 50 population living in semi-rural locations (12.5% of Merseyside)	6750	13.89%
2 - Wealthy retirees (4.8% of Merseyside)	2580	5.31%
3 - Middle income residents living in privately owned properties (17.3% of Merseyside)	8927	18.37%
4 - Average income older residents (11.9% of Merseyside)	5466	11.25%
5 - Students Living in City Centre Locations (1.8% of Merseyside)	413	0.85%
6 - Young families living in privately owned semi-detached homes (11.5% of Merseyside)	6186	12.73%
7 - Young families with high benefit need (16.7 % of Merseyside)	7641	15.72%
8 - Residents living in social housing with high need for benefits (6.3% of Merseyside)	3349	6.89%
9 - Transient population living in poor quality housing (3.6% of Merseyside)	1796	3.70%
10 - Younger, urban population living in high levels of deprivation (13.7% of Merseyside)	5496	11.31%
Total	48604	100.00%

Table 2 shows the breakdown of Home Fire Safety Checks in relation to those households with disabled occupants. Of the 48,604 carried out 13% were at a property where a disabled person lived. This is lower than the Merseyside disabled population figure of 23%. However it should be noted that this figure could be higher if more people disclosed and equality training for crew members will aide this work

⁴ The Customer Insight Community Profiles classifies Merseyside into 10 groups in terms of their socio-demographics, lifestyles, culture and behaviour. The titles devised for each segmentation are merely descriptive not prescriptive. These are used by MF&RS in a similar way that customer segmentation such as MOSAIC or ACORN is used by other organisations.

Table 2: HFSC delivered to households with disabled occupants

Disability	Total	%
Yes	6335	13.0%
No	28485	58.6%
Not Stated	11518	23.70%
not known	2266	4.66%
Grand Total	48604	100.0%

Table 3 shows the breakdown of HFSC in relation to those households with occupants over 65 being 36.4%. The Merseyside average over 65's population is 17.5%. Our Home Fire Safety Strategy focuses heavily on delivering HFSC to the over 65's, as older people are more at risk from fire the high proportion of HFSC delivered during 20-13/4

Table 3 – HFSC delivered to households with occupants over 65

Over 65	Total	%
Yes	17705	36.4%
No	21498	44.2%
Not Stated	7428	15.28%
not known	1973	4.06%
Grand Total	48604	100.0%

Table 4 shows the breakdown of HFSC in relation to Ethnicity, 81% of HFSC are delivered to households of White Ethnicity, BME Households receiving an HFSC is 2%, lower than the average Merseyside population of 5.5%. The "not stated" and "not known" figures are high and may well include members of the BME community. Work is in place to encourage disclosure of information about ethnicity during HFSC

Table 4 – HFSC by ethnicity

HFSC Merseyside		
Ethnicity	Total	%
White British	38829	79.9%
White Irish	102	0.21%
White Other	374	0.77%
Black African	119	0.24%
Black Caribbean	33	0.07%
Asian British	22	0.05%
Asian Indian	88	0.18%
Asian Pakistani	37	0.08%
Asian Other	106	0.22%
Mixed White Asian	13	0.03%
Mixed White Black African	25	0.05%
Mixed White Black Caribbean	30	0.06%
Chinese	250	0.51%
Chinese Other	84	0.17%
Mixed Other	33	0.07%
Not Known	1	0.00%
British Other	50	0.10%
Not Stated	8369	17.22%
Other	39	0.08%
Grand Total	48604	100.0%

Helpful Documents for further reading

[MFRA Equality and Diversity Priorities Action Plan 2013-2016](#)

[MFRA Diversity Calendar 2014](#)

All of these documents can be found at www.Merseyfire.gov.uk/About us/Equality and Diversity

[Demographics profile of Merseyside V 1.6 and Addendum for Disability data V1.6](#)

[Reaching our diverse community's booklet](#)

[MFRA Public Sector Equality Duty Report with Workforce Demographics 2012](#)

[MFRA Public Sector Equality Duty Report 2013](#)

[Historical Analysis of Fatalities in Accidental Dwelling Fires between 2004/05 and 2013/14](#)

The following are available on request:

Customer Insight profiles maps

Deprivation Mapping

Key Contacts

Wendy Kenyon

Diversity and Consultation Manager and Chair of Diversity Action Group (DAG)

wendykenyon@merseyfire.gov.uk

0151296 4422

Vicky Campbell

Project Coordinator for Equality and Diversity and Administrator for Diversity Action Group (DAG)

vickycampbell@merseyfire.gov.uk

0151296 4236

For Diversity Action Group details please go to [www.merseyfire.gov.uk/About us/Equality & Diversity](http://www.merseyfire.gov.uk/About-us/Equality%20&%20Diversity)/Diversity Action Group Members

For Strategic Equality Group details please go to [www.merseyfire.gov.uk/About us/Equality & Diversity](http://www.merseyfire.gov.uk/About-us/Equality%20&%20Diversity)/Strategic Equality Group Members

CASESTUDIES

The following Case studies are linked to various stories and achievements contained within the main body of this report. Once the report is approved by SMG and Authority the case studies will be used in the final design of the glossy report and will be interspersed throughout the report together with Photos following guidance from the design company. The section of text in the case studies in purple can be used for shortened versions of the case study where space is limited.

Case Study 1 – Wireless Smoke Alarms fitted for vulnerable Merseyside man

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

A man who has a hearing impairment that makes him potentially more vulnerable to fire had new specialist smoke alarms fitted following work by Merseyside Fire & Rescue Service. The new smoke alarms emit a sound which is more likely to be heard by those with hearing difficulties but can also alert neighbours through a wireless Wi-Safe2 set up, helping the man in case a fire were to occur.

QUOTE IF REQUIRED ON PAGE:

“The gentleman in this case has previously had many fire incidents involving cooking. The gentleman was hard of hearing. His neighbours rang the Fire Service on many occasions and saved his life. We have now installed wirelessly-linked smoke alarms. The alarm going off in a neighbour's property also offers an extra level of protection for this occupant.”

Maria Manning, Community Prevention Officer at Merseyside Fire & Rescue Service.

CASE STUDY:

A man who has a hearing impairment, which made him potentially more vulnerable to risk if a fire occurred had new specialist smoke alarms following work by Merseyside Fire & Rescue Service.

The new smoke alarms emit a sound which is more likely to be heard by those with hearing difficulties but can also alert neighbours through a wireless Wi-Safe2 set up.

The FireAngel alarms, which communicate wirelessly, were provided by Sprue Safety Products and were fitted by our staff at a property in the Bootle area.

Maria Manning, Community Prevention Officer at Merseyside Fire & Rescue Service, said: "The gentleman in this case has previously had many fire incidents involving cooking. On occasions the gentlemen put the chip pan on whilst under the influence of alcohol and fell asleep. The gentleman was hard of hearing and was unable to hear or respond to the smoke alarms. His neighbours rang the Fire Service on several occasions and saved his life.

"We have now installed the new wirelessly-linked smoke alarms with an additional low frequency sounder designed to alert the young, elderly or those under the influence of drink or drugs, which is the first in Merseyside. The occupant in this case said, when we tested the new alarms at his property, 'I can hear that' with a smile, so we know this can make a real difference. The alarm going off in a neighbour's property also offers an extra level of protection for this occupant to help him escape if a fire does occur."

Watch Manager Mark Jones said: "The individual's situation was discovered by firefighters who highlighted it to our community fire prevention and protection team and department. Firefighters and other staff are in the

communities of Merseyside each week but if you have concerns about a neighbour in relation to fire safety contact 0800 7315958."

Case Study 2 Princes Trust Individual Michel NCube

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

Mitchel Ncube came to England but struggled to find an opportunity for work. He wanted to gain further employment and qualifications. That's where the Prince's Trust Team programme at Merseyside Fire & Rescue Service came in. Now his confidence has grown and he is studying at a college.

QUOTE IF REQUIRED ON PAGE:

"When society tells you, you can't, the Prince's Trust and Merseyside Fire & Rescue offers you a gateway of hope, possibility and self-confidence to take on the world and thrive for greatness."

Mitchel Ncube, 18.

CASE STUDY:

Mitchel came to the UK In November 2013 to re-join his Mum who had been living here for 14 years after studying at Liverpool University and going on to become a Social Worker.

Mitchel lived with his aunt and stayed in his home country to complete his schooling. However, at age 16, his Mum convinced him to move to England, to the city of Liverpool, to continue his education in the hope of gaining a university place – his dream is to become a lawyer.

On arriving in the UK Mitchel with the assistance of his Mum began looking what was out there and unfortunately they were unable to find anything suitable. However, his stepfather suggested Wirral Metropolitan College as a place for Mitchel to go, meet people and see what they had to offer. It was at this point they mentioned the Prince's Trust personal development programme which was delivered in partnership with Merseyside Fire & Rescue Service (MF&RS).

Mitchel joined the course and completed it. He was presented with his certificate on completing the course at Birkenhead Community Fire Station.

Mitchel Ncube, who is 18-years-old and lives in Norris Green, said: "Before the programme, I had just recently moved from South Africa to England and tried to find somewhere to continue my schooling, but unfortunately this had no positive outcome. My step-father told me about the Prince's Trust course and, for the sake of not staying at home until September, I went for it. I told myself I could use this course to get a brief introduction into how life is like as a student in England, and I saw the course as an opportunity to keep my brain active."

The Prince's Trust Team programme is run by our Service for young people aged 16 to 25-years-old who are not in employment, education or training. The 12-week course is aimed at developing young people's skills to strengthen their job prospects.

At the end of the programme and especially at his final presentation Mitchel was recognised as being an ideal candidate to become a Prince's Trust Young Ambassador.

Mitchel attended an interview panel and has recently been informed he was successful in becoming an Ambassador and started training.

This will be an opportunity for him to deliver speeches to large corporate businesses and, importantly, to other young people to inspire them to move their lives forward.

At this moment Mitchel is attending a Sports & Leisure Level 2 with Wirral Met to fill his time but is returning to formal education to gain his A Levels in the hope of gaining a university place to study Law.

Case Study 3 Princes Trust Team Programme

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

Merseyside Fire & Rescue Service's (MF&RS) 12-week Prince's Trust Team programme gives young people the skills and confidence to broaden their horizons, improve their prospects and contribute to their communities. Run by MF&RS staff at community fire stations across Merseyside, the programs improve outcomes for young people who are not in education, employment or training as well as for their communities too.

ALTERNATIVE VERSION: The Prince's Trust Team programme, run by Merseyside Fire & Rescue Service staff at community fire stations across Merseyside, has succeeded in actively recruiting young people from different backgrounds, cultures and beliefs for a course, based at the Toxteth Fire Fit Hub.

QUOTE IF REQUIRED ON PAGE:

"This work was all about breaking down barriers and about providing young people with the same opportunities to access learning and opportunities within our Service and accessing our community fire stations. We aimed to, and succeeded in, actively recruiting young people from different backgrounds, cultures and beliefs for our Prince's Trust course, based at the Toxteth Fire Fit Hub."

Karen Metcalf, who is the Youth Manager at Merseyside Fire & Rescue Service.

OR:

“Recognising our communities and embracing the ethnic variety within MF&RS Prince’s Trust teams, we celebrate and identify differences. MF&RS actively engage with local diverse groups and joining the Prince’s Trust Team is seen locally as a stepping stone for all young people to achieve positive outcomes for them to thrive and go on to lead productive lives.”

Karen Metcalf, who is the Youth Manager at Merseyside Fire & Rescue Service.

CASE STUDY:

Breaking down barriers and widening access to allow a wider breadth of the community to work with, learn from and subsequently support the aims of Merseyside Fire & Rescue Service (MF&RS) has taken place.

One of the areas this has been succeeded in is the Prince’s Trust Team programme, run by the Fire and Rescue Service at community fire stations across Merseyside.

The Prince’s Trust Team Programme is a 12-week course run at fire stations across Merseyside for young people aged 16 to 25-years-old who are not in employment or education. It is aimed at developing young people’s skills to develop their communication; problem-solving and teambuilding skills to enable young people to improve their lives moving forward. During the course they complete a week-long residential stay, a four-week community project and two weeks of work experience.

Teams of young people on the course also raise money for the community project which they complete during the 12-week course.

Karen Metcalf, who is the Youth Manager at Merseyside Fire & Rescue Service, said: “This work was all about breaking down barriers and about providing young people with the same opportunities to access learning and opportunities within our Service and accessing our community fire stations. Demographically Merseyside is becoming more diverse and this needs to be recognised. We aimed to, and succeeded in, actively recruiting young people from different backgrounds, cultures and beliefs for our Prince’s Trust course, based at the Toxteth Fire Fit Hub.

“All young people are also introduced to a Merseyside Fire & Rescue Service Equal Opportunity statement and consideration was given to an available prayer room, especially on residentials, washing facilities, dietary requirements and suitable attire for presentations to improve access to what we provide and to help young people.

“Recognising our communities and embracing the ethnic variety within MF&RS Prince’s Trust teams, we celebrate and identify differences. MF&RS actively engage with local diverse groups and joining the Prince’s Trust Team is seen locally as a stepping stone for all young people to achieve positive outcomes for them to thrive and go on to lead productive lives.

“We want to help young people to get their lives working by giving them the opportunity to gain the skills and confidence they need to move on, and have fun in the process.

“We aim to continuously develop knowledge around the needs of diverse community groups in relation to their residential experiences and requirements and this expands to the 12-week programme and their placements.”

Case Study 4 Firefighter Helps Vulnerable People

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

Chris Allan was a Crew Manager with Green Watch when they were called to a suspected fire at a property in St Helens. There was no fire and the call-out was a due to faulty smoke alarm. The occupier was an elderly man and his wife who were looking after their middle-aged daughter who had learning difficulties and the early onset of Alzheimers. Chris, recognizing their vulnerability, helped direct them to dedicated support and advice for the family.

QUOTE IF REQUIRED ON PAGE:

"I quickly became aware of the impact the whole situation was having on the daughter as she was suffering from the early signs of shock. I highlighted dedicated support and advice and signposted the occupiers to other services as this was a sensitive situation with sensitive issues."

Watch Manager Chris Allan.

CASE STUDY:

Firefighters visit homes across Merseyside and work in the community each week. At times they can meet people who may be more vulnerable to fire, people who sometimes do not have support or do not know how to access support available.

Chris Allan was a Crew Manager with Green Watch when they were called to a suspected fire at a property in St Helens. When firefighters arrived it was clear there was no fire and the call-out was a due to faulty smoke alarm.

The occupier was an elderly man and his wife who were looking after their middle-aged daughter who had learning difficulties and the early onset of Alzheimers.

Chris said: "I decided to carry out one of our free Home Fire Safety Checks (HFSC) and, in line with our Service's approach, fitted new smoke alarms as the family looked vulnerable and distressed.

"I quickly became aware of the impact the whole situation was having on the daughter as she was suffering from the early signs of shock. My own personal experience of providing support to a family member with Alzheimer's was invaluable in helping me to direct sensitive but focused support for the daughter and her distressed family.

"I highlighted dedicated support and advice and signposted the occupiers to other services as this was a sensitive situation with sensitive issues."

Case Study 5 Older Peoples Day

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

As part of the first Fire Safety Week staged by Merseyside Fire & Rescue Service, more than 200 older people attended special events to support UK Older People's Day on October 1. The events included activities at the Merseyside Fire & Rescue Service Heritage and Education Centre in Bootle where elderly people were offered a range of help and advice on fire safety. Another event was held at Birkenhead Community Fire Station where more than 80 older people had the chance to play Bingo and listen to poetry reading as well as get fire safety advice. Elderly people were also given fire safety advice at an event in Whiston. The key aims of the day were to celebrate older people living active and independent lives, to raise awareness around dementia services available to older people and to promote fire safety and overall wellbeing during the winter months.

CASE STUDY:

As part of Merseyside Fire & Rescue Service's first ever First Safety Week (30th September to 4th October) a series of events were organised to highlight the importance of fire safety in the home.

For the first time, 90 office staff from MF&RS Service Headquarters and Authority Members joined Prevention Advocates and fire crews to visit 4,619 properties in communities across Merseyside in one day to highlight the importance of having a working smoke alarm. A total of 1,398 Home Fire

Safety Checks (HFSCs) were completed across Merseyside as part of the week.

There were a number of other events organised as part of the week including a “Chip Pan Amnesty”. Regenda Housing Association provided the Deep Fat Fryers, which our prevention staff were able to distribute to vulnerable tenants in Wirral in exchange for their chip pans. Fire prevention officers were also able to distribute free oil-filled radiators to those who had unsafe heating to reduce the risk posed by both.

Tuesday the 1st October was UK Older People's Day, so fire safety events were also organised specifically to target older members of our communities. These included an event at the Merseyside Fire & Rescue Service Heritage and Education Centre, organised in conjunction with Age Concern. Age Concern members were invited to the Heritage Centre and given a guided tour of the fire service memorabilia, vintage machines and equipment. There was then a “Tea Room”-style lunch provided during which MF&RS fire safety staff were on hand to give fire safety and advice about keeping warm safely in the winter. Other events included a Bingo and poetry afternoon at Birkenhead Community Fire Station. The key aims of the day were to celebrate older people living active and independent lives, to raise awareness around dementia services available to older people and to promote fire safety and overall wellbeing during the winter months.

There was also an event held at Whiston Community Fire Station organised jointly with Age UK Knowsley, the event allowed members pop in for a cup of tea and Fire Safety advice.

Case study 6 Beacon Project

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

One of the Beacon Project courses aimed to engage with a group of young people and adults with learning difficulties as well as giving participants an opportunity to take part in a learning programme. A course was staged for a group that were between 16-years-old and 32-years-old. It aimed to and succeeded in developing wider key skills in communication, problem solving and how to work with others as well as providing safe, fun and enriching experiences.

QUOTE IF REQUIRED ON PAGE:

“Our approach is about targeting areas and people where we can really make a difference, no matter what part of the population of Merseyside they are from. The Beacon Project also aims to engage and educate young people to create fire safe citizens with improved social responsible behaviour.”

Suzy Tosi, Beacon Project team leader.

CASE STUDY:

Merseyside Fire & Rescue Service works throughout the year with young people and other groups within society.

Among the courses run by the Service is the Beacon Project, a 12-week, one day a week, course, usually aimed at young people who are 13 to 19-years-old, who may be experiencing difficulties in engaging with school or with their peers.

One of the Beacon Project courses aimed to engage with a group of young people and adults with learning difficulties, as well as giving participants an opportunity to take part in a programme of learning.

A course was staged for a group that were between 16-years-old and 32-years-old.

Suzy Tosi, Beacon Project team leader, said: "Our approach is about targeting areas and people where we can really make a difference, no matter what part of the population of Merseyside they are from.

"Amongst our main aims for this particular course and group were the following - to develop wider key skills in communication, problem solving and how to work with others as well as providing safe, fun and enriching experiences. The Beacon Project also aims to engage and educate young people to create fire safe citizens with improved social responsible behaviour.

"As most of the 13 students had learning difficulties, activities were very demanding for many of them. But all students were willing to participate in

everything asked of them, which showed a willingness to take on new activities and challenge themselves.

“All students also gained a completed certificate, First Aid certificate and external ASDAN certification. They were also educated in: Safety in the Home, Smoke Alarms, Bonfire & Fireworks Safety, Road Safety, Water Safety, and Hoax Calls.”

The course ran from September to December 2013.

Case Study 7 Inclusive Games

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

A sporting event was organised to **mark the UN's** International Day of Persons with Disabilities and International Day of People with Disability on December 3, 2013. The event was organised by MF&RS and Daisy UK, with help from Fire Fit volunteers. **Pupils from Windsor Community Primary School, in Toxteth, also cheered on the teams and got to meet Guide Dogs at the event as well as learn about different sports. The day demonstrated sport can be beneficial to everyone, regardless of ability.**

QUOTE IF REQUIRED ON PAGE:

“This is the first Inclusive Games we have held and its focus was to provide a level playing field for disabled and non-disabled people from across Merseyside in a safe and fun atmosphere.

“Vulnerable people including those with disabilities are a key focus area for our Service and our firefighters and staff work with people living in homes across Merseyside to help to make them safer and reduce the risk and chance of them experiencing a fire.”

Deputy Chief Fire Officer Phil Garrigan.

OR:

“It was a great day and a superb event – I’d really like to thank Merseyside Fire & Rescue Service and the Toxteth Fire Fit Hub for their help and work to stage the event.

“My goal is the inclusion of all disabled people to reach their true potential and this is to be done by breaking down the barriers within society. The Inclusive Games event on the International Day of Persons with Disabilities really helps towards this goal.”

Dave Kelly, who is managing director of Daisy UK.

CASE STUDY:

Teams from Daisy UK, Guide Dogs, Firefighter and Volunteers and members of our Youth Engagement Team were invited to take part in the day which was held at the Toxteth Fire Fit Hub and saw disabled and non-disabled teams, using wheelchairs and blindfolds to create a level playing field, competing against each other in events such as Wheelchair Basket Ball, Goal Ball, Blind Football, wheelchair Obstacle Race and Tug of War.

There were also sporting demonstrations throughout the day including Jujitsu and a Paralympic sports demonstration for the local schools who were invited to attend.

Merseyside Fire & Rescue Service (MF&RS) staff from the Youth Engagement Team and the members of the Prince’s Trust Team programme, which is run by MF&RS at community fire stations across Merseyside took part.

Diversity and Consultation Manager Wendy Kenyon said: “We continue to work with vulnerable people to understand their needs. This helps us make communities safer from fire. This event illustrates some of the great work that

the organisations involved in the games do to support disabled communities and to help empower them to participate fully in public life.

“We have also been working with our staff to help them gain a greater understanding of diversity so they can develop more ways to engage with vulnerable members of the community who are more at risk of experiencing a fire.

“The event also provided an opportunity for our Prince’s Trust Team programme staff as it will help them introduce more inclusive places for young people on the courses run at community fire stations across Merseyside.”

Dave Kelly, who is managing director of Daisy UK and lost his sight at the age of 30, said: “It was a great day and a superb event – I’d really like to thank Merseyside Fire & Rescue Service and the Toxteth Fire Fit Hub for their help and work to stage the event.

“My goal is the inclusion of all disabled people to reach their true potential and this is to be done by breaking down the barriers within society. The Inclusive Games event on the International Day of Persons with Disabilities really helps towards this goal.

“My aim is to support our disabled community through the transition from inactivity to activity, school leaving age to adulthood, education to meaningful employment and beyond. Through the mediums of sport, education and employment, we support our community in achieving what mainstream society typically assumes impossible for someone with a disability.”

The Toxteth Fire Fit Hub, located on Upper Warwick Street, Toxteth, is a unique project which has seen the creation of a Youth Zone with sporting facilities as part of the Myplace scheme, which provides world-class facilities for young people from across Liverpool. Annual membership is available for young people for the site. More information can be obtained by calling the Toxteth Fire Fit Hub on 0151 296 6800.

Case Study 8 Chip Pan Amnesty

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

Fire Safety Week saw deep fat fryers handed to older residents in Wirral as part of a “chip pan amnesty”. Housing group Regenda funded 30 deep fat fryers to help make people safer from the risk of experiencing a fire. The amnesty started with residents of the Independent Living Communities, but was later rolled out to other identified vulnerable residents. Merseyside Fire & Rescue Service funded a number of other deep fat fryers being distributed during Fire Safety Week across Merseyside including ones distributed across the St Helens district.

QUOTE IF REQUIRED ON PAGE:

"Working on this initiative with Regenda has allowed us to make contact with some potentially vulnerable local people, help them to live and cook more safely and also offer them fire safety advice in their own homes. Cooking-related fires are a major cause for call-outs for the Service, and we are keen to do anything we can to help people stay safe."

Jenny Welsh, Merseyside Fire & Rescue Service Wirral District Prevention Manager.

CASE STUDY:

As part of the Fire Safety Week held in September 2013, District Prevention teams, across Merseyside distributed deep fat fryers in exchange for chip pans to help reduce the risk of fires starting in the kitchen.

One of those amnesties saw MF&RS working with housing group Regenda as part of a "Chip Pan Amnesty" for Regenda tenants across Wirral.

The partnership was set up to establish a referral process for occupants of Regenda properties, in particular those identified as vulnerable, living in sheltered accommodation and owning a chip pan. This was part of MF&RS drive to reduce accidental fires in homes.

Regenda provided our prevention teams with a number of referrals for tenants who they had identified as vulnerable. Prevention staff carried out Home Fire Safety Checks (HFSCs) and were able to exchange chip pans, for a deep fat fryer.

In total there have been 45 HFSCs completed from the referrals received from Regenda staff who, as a result of the training given by MF&RS prevention staff, are now able to identify vulnerable tenants. Referrals have been received for Wirral, St Helens and Liverpool districts.

Jenny Welsh, Merseyside Fire & Rescue Service Wirral District Prevention Manager, said: "Working on this initiative with Regenda has allowed us to make contact with some potentially vulnerable local people, help them to live and cook more safely and also offer them fire safety advice in their own homes.

"Cooking-related fires are a major cause for call-outs for the Service, and we

are keen to do anything we can to help people stay safe. This is why kitchen and cooking fires were a key focus day of our first ever Fire Safety Week, which ran between September 30 and October 4 in Wirral and across Merseyside. Chip pan fires can develop very quickly, producing thick smoke that can disorientate people in their own homes. We advise people use deep fat fryers instead of chip pans. Free fire safety advice is also available by calling 0800 731 5958."

Dave Morrell, Regenda's Health and Safety Manager, said: "Chip pan fires can happen in seconds, and can have a devastating effect. The aim of our amnesty is to encourage our residents to use safer cooking methods, by providing them free of charge with a far safer piece of equipment - a thermostatically controlled deep fat fryer that still allows them to cook their own chips, but without the risk of ignition."

Case Study 9 Safe Havens in Liverpool and Wirral

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

Two men were helped by firefighters at Liverpool City Community Fire Station in St Anne Street, Liverpool, after they feared for their safety. The station is a Safe Haven and the two were given a short-term sanctuary as well as advice from Police who also attended the station after firefighters activated their Safe Haven procedures. There are also Safe Havens at all six community fire stations in Wirral and staff there have also helped people who feel threatened, intimidated or at risk.

QUOTE IF REQUIRED ON PAGE:

“A safe haven is a place where anyone feeling vulnerable or at risk can go to if they feel under threat of harm. As our fire stations are in the heart of our communities it seemed obvious that we would embrace this idea and seek to embed the initiative across Merseyside supported by our Community Safety Partners.”

Deputy Chief Fire Officer Phil Garrigan.

OR:

“Our firefighters are experienced in dealing with the public during and at traumatic times and are highly trained in first aid and trauma care. This

initiative allows us to ensure we are best able to serve our communities no matter what the circumstances."

Deputy Chief Fire Officer Phil Garrigan.

STARTS:

As our fire and rescue service works with vulnerable people and fire stations are in the heart of communities we wanted to do more to help those in need.

The Safe Havens, initiative approved by Wirral Community Safety Partnership, saw the six community fire stations across Wirral designated as Safe Havens.

They are identified by an illuminated Safe Haven sign that can be seen at night, and are accessible to members of the public who feel threatened, intimidated or at risk.

They also provide those individuals with the opportunity to report Hate Crime or Domestic Violence should they feel that this action is appropriate.

Since its launch, the initiative has helped people in Wirral to have a short-term place of sanctuary while partners were contacted to help the individuals further.

Merseyside Fire & Rescue Service staff have a set procedure to follow to ensure the incident type warrants a 'safe haven activation' and is dealt with accordingly. Our firefighters are experienced in dealing with the public during and at traumatic times and are highly trained in first aid and trauma care. This initiative allows us to ensure we are best able to serve our communities no matter what the circumstances.

Deputy Chief Fire Officer Phil Garrigan said: “A safe haven is a place where anyone feeling vulnerable or at risk can go to if they feel under threat of harm. The idea stems from work done in London following the death of a teenager who tragically lost his life in an altercation at a local shop in 2008. His family believed that local places should be safe places to go when someone is feeling threatened and have encouraged shopkeepers and businesses to take positive steps when faced with young people in need of help. This initiative became ‘Safe Havens’.

“As our fire stations are in the heart of our communities it seemed obvious that we would embrace this idea and seek to embed the initiative across Merseyside supported by our Community Safety Partners.

“Our firefighters are experienced in dealing with the public during and at traumatic times and are highly trained in first aid and trauma care. This initiative allows us to ensure we are best able to serve our communities no matter what the circumstances.”

Group Manager Paul Murphy, Merseyside Fire & Rescue Service district manager for the Wirral, said: “A person in distress and in need of sanctuary can approach one of our community fire stations and ask for help and a place of safety. Members of the public already consider our community fire stations as places to call on for help. This was highlighted during the period of civil disturbance in 2011 when staff from McDonald's in Birkenhead sought refuge at Birkenhead Community Fire Station in Exmouth Street when their premises were under attack – this initiative formalizes that approach.”

At night time, if firefighters are at the station the Safe Haven will be illuminated. If firefighters are not at the station, during daytime or night time,

assistance can be called on for an emergency situation by using the yellow station phone located on the front of the buildings.

The Wirral Community Safety Partnership includes Merseyside Fire & Rescue Service, Merseyside Police and Wirral Council.

THIS LAST PART CAN BE CUT IF THIS IS TOO LONG:

The Merseyside Police and Crime Commissioner Jane Kennedy said: "Most people report crime to the police but for those who can't, or feel too vulnerable, there will now be somewhere to turn. The Safe Haven initiative is a fantastic example of agencies working with the police to support victims of crime within their own communities. They provide an additional refuge for those who may be extremely vulnerable and enable them to access the help they need, when they need it most."

Schoolboy Jimmy Mizen was murdered after a yob hurled an oven dish at him in a London bakery in May 2008.

The 16-year-old victim, who had gone to the shop to buy sausage rolls, bled to death after a one-and-a-half-inch shard of glass cut blood vessels in his neck, in May, 2008. A man was jailed for life in March 2009 for the murder.

More information can be found about the Jimmy Mizen Foundation at <http://www.jimmymizen.org/>

Case Study 11 Supporting Campaign against Domestic Abuse across Knowsley

Shorter version in purple text.

Longer version further below.

SHORTER VERSION:

Three fire appliances in the Knowsley district were branded to help support the Choices campaign against domestic abuse. It is part of the Service's work with the Safer Knowsley Partnership which paid for the awareness imagery and messages on the fire appliances. The aim was to highlight the message about "Choices" to a wider section of the population and communities across Knowsley.

QUOTE IF REQUIRED ON PAGE:

"We want to get this message out to as many people as possible and using fire engines is a highly visible way for us to do this. We want to let both men and women know that they don't have to accept domestic abuse – they have a choice."

Sheena Ramsey, joint Chair of the Safer Knowsley Partnership.

CASE STUDY:

Three fire appliances in the Knowsley district were branded to support the Choices campaign against domestic abuse in 2014.

It was part of the Service's work with the Safer Knowsley Partnership which paid for the awareness imagery and messages on the fire appliances.

As part of the high profile campaign, the fire appliances have been branded with the message “Domestic abuse – it’s all about choices”.

It was part of the latest phase of the campaign focusing on getting the message out and about around Knowsley. As well as fire appliances, the message can be seen on taxis, buses and roadside adverts across the borough.

The aim of the campaign is to encourage victims to take the first step and report domestic abuse and inform perpetrators that they have a choice and they can get help to change their behaviour. Help really is only a phone call away.

Sheena Ramsey, joint Chair of the Safer Knowsley Partnership, said “We do not underestimate how difficult that first call will be, but it is the right thing to do.

“We want to get this message out to as many people as possible and using fire engines is a highly visible way for us to do this.

“We want to let both men and women know that they don’t have to accept domestic abuse – they have a choice. Help and support is available for victims and offenders. We’re encouraging victims to take the first step to report the abuse and offenders to take the first step to help stop the cycle of abuse.”

The Safer Knowsley Partnership consists of Knowsley Council, Merseyside Police, Merseyside Probation Trust, Merseyside Fire & Rescue Service, Clinical Commissioning Group, Knowsley Housing Trust and Villages Housing. They also work with other agencies including Knowsley Domestic Violence Support Services.

Group Manager Gary Oakford, Knowsley District Manager, said: “We are delighted to support the Safer Knowsley Partnership and the messages on the appliances will be seen by many people in the community throughout the campaign.”

Domestic abuse can take many forms, including verbal, psychological, emotional, social, financial and sexual, as well as physical.

Call Knowsley’s Domestic Violence helpline on 0800 953 4433 for help and support. Alternatively, Knowsley Domestic Violence Support Services offer a range of support and programmes to help both victims and offenders – call 0151 548 3333.

Additional quote

RTC Reduction - Quote: About “Suddenly from Nowhere”

As a little experiment, after the Suddenly from Nowhere presentation, we purposefully did not mention seatbelts when we got into the mini bus to see if the young people would put them on without being reminded. Usually, including the trip to the fire station, we’ll have to repeatedly ask young people to ‘clunk click’. However, immediately after your session we didn’t have to say a word. Obviously their behaviour was re-inforced and the session was discussed further but I just wanted you to be aware what you say sinks in and has a positive effect.”





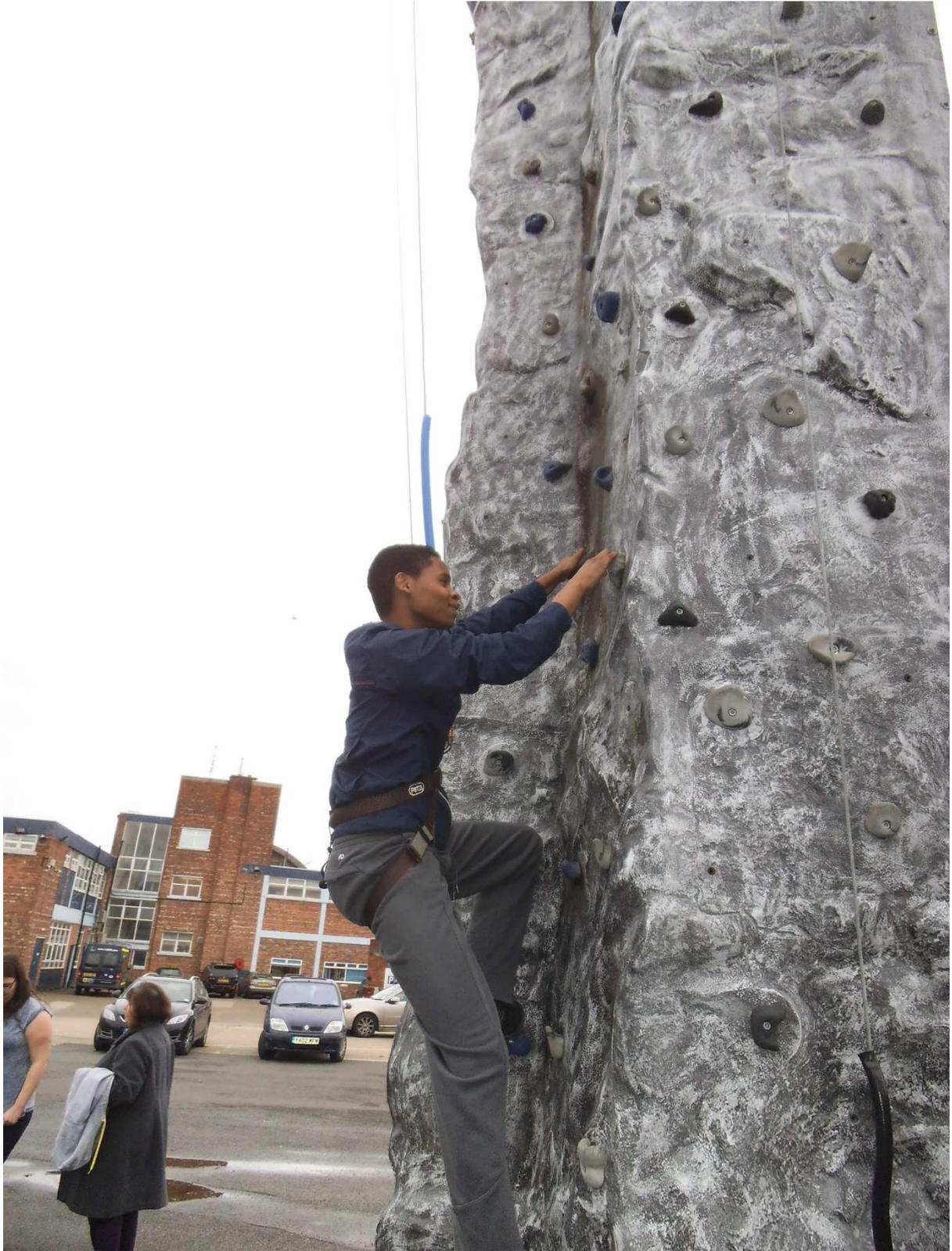
































This report is Restricted

This page is intentionally left blank

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

This report is Restricted

This page is intentionally left blank

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

This report is Restricted

This page is intentionally left blank