



NORTH YORKSHIRE
FIRE & RESCUE AUTHORITY

ANNUAL REPORT

2012/13



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SECTION 1: **INTRODUCTION**

This is a new Annual Report for year 2012/13. It is part of a revised suite of documents produced by North Yorkshire Fire and Rescue Authority that sets out the measures by which the North Yorkshire Fire and Rescue Service checks how it is performing. A similar report will be published every year in September, relating to the previous financial year.

Two other key documents that set out what we are planning to do are the Integrated Risk Management Plan and Corporate Plan, each of which cover three year periods and can be found on our website or are available on request in printed formats.

To deliver the Fire and Rescue Service, we take a balanced approach to keeping our communities safe through community safety education (Prevention), technical fire safety audit and enforcement

(Protection) and emergency response measures.

Since the start of our journey in 2004 towards our 125Alive Vision, and through the efforts of our people and partners, we have delivered improvements year on year. As a result of such efforts, the continuing trend for fires and other emergencies is gradually reducing and the total lives saved from 2004 to date stands at 148. Despite this success, we recognise that much work still needs to be done, in particular reducing the high number of deaths on the roads in York and North Yorkshire.

Despite the tight financial climate, we continue to perform well and a key feature of our approach is the continuous development of the Service and our staff. In addition to the continued reduction in deaths and injuries from fires and other emergencies, we have achieved Investors In People 'Silver', as well as a 'Gold' award from ROSPA which is awarded to organisations that have a proven track record in their commitment to

continuous improvement in accident and ill health prevention. We are proud of this award, as it reflects not only our low levels of accidents and ill health but also the strong leadership and workforce involvement that is so important in maintaining a healthy and safe workforce.

Although we aim to prevent emergencies, we strive for excellence in our response to them when they happen. In line with our focus on road safety, our road traffic collision extrication team is at the forefront of development in this area, and in the last three years our staff have been ranked third in the world road traffic collision extrication championship, highlighting the high level of training undertaken by the Service.

At home we have developed the techniques and equipment we use as part of our response to flooding emergencies and have recently played a major part in the joint response during some of the most severe flooding experienced across our communities for some years.

SAFEGUARDING COMMUNITIES FROM FIRE AND OTHER EMERGENCIES

Although it is frequently our response to emergencies that makes the headlines, much of our success in reducing deaths and injuries comes from our prevention and protection work. As ever, we could not have achieved these results without the continued support of our dedicated staff, and without our close partnership working with other agencies and local communities in our aim to keep driving down risks and saving lives.

We would value any feedback you have on this report and hope that you find it a useful resource. If you wish to learn more about our work, please visit our website at **www.northyorksfire.gov.uk**

Working together, we can make North Yorkshire and the City of York safer still and an even better place to live, work and visit.

SECTION 2: **PERFORMANCE INDICATORS**

The Key Performance Indicators are a measure of the community outcomes delivered by the Service and its partners. General Performance Indicators are a lower level of indicators, designed to provide an indication of the performance of the Service. These are supported by a range of Internal Management Indicators.

Key Performance Indicators	Target 2012/13	Actual 2012/13	Target 2013/14
Number of accidental fire deaths	5	1	2
Number of accidental fire injuries	27	28	26
Number of road traffic deaths at incidents attended by the Fire and Rescue Service	29	16	28
Number of road traffic injuries at road traffic collisions attended by the Fire and Rescue Service	408	268	388

General Performance Indicators	Target 2012/13	Actual 2012/13	Target 2013/14
Number of accidental primary fires	853	864	850
Number of deliberate primary fires	309	184	306
Number of unwanted calls (malicious and false alarms from automatic fire alarms apparatus)	2680	2015	2490*
Number of working days lost due to sickness absence for wholetime uniformed staff	6.25	6.03	6.2
Number of working days lost due to sickness absence for all staff	6.25	7.07	6.2

* From 2013-14 this target has been divided into two separate indicators. These are the number of malicious calls and number of false alarms from automatic fire alarm apparatus.

The annual targets are not a figure that we are aiming to achieve, but a maximum that we hope to undercut each year.

SECTION 3: **PREVENTION AND PROTECTION PERFORMANCE**

‘Prevention’ is the activity that the Service undertakes to reduce the likelihood of fires and other emergencies, or to mitigate the effect of them if they do occur. This is a long term programme that seeks to effect a cultural change over many years. The Service has been engaged in Prevention activities since 2003, and over that period we have seen a significant reduction in deaths and injuries from fire and other emergencies in the Authority area.

The Fire Authority is the responsible body for enforcing current fire safety legislation. ‘Protection’ is the activity that the Service undertakes, seeking to reduce fire risk in non-domestic properties and businesses by carrying out risk-based inspections, giving advice and where necessary serving enforcement notices.

The outcomes of Prevention and Protection are measured in the Performance Indicators on page 5, but the activity levels are included here to provide a flavour of the work the Service carries out in this respect.

Prevention activity	2012/13
Number of smoke detectors fitted	3960
Home fire risk checks completed	3108
Fire setter referrals	52
Community safety events	2066

Protection activity	2012/13
Legislative hours completed by specialist officers	6119
Legislative hours completed by operational crews	2203
Total legislative fire safety hours completed	8322
Audits undertaken by specialist officers	2062
Audits undertaken by operational crews	970
Total fire safety audits undertaken	3032

SECTION 4: FINANCIAL PERFORMANCE

The accounts for 2012/13 were approved by the Authority's Treasurer on 28th June 2013 and by the Authority's Audit & Performance Review Committee on 30th September 2013. Copies of the accounts are available on our website at www.northyorksfire.gov.uk

The Authority spent £29,608,200 during 2012/13 against an approved budget of £30,965,600. Details of the Authority's expenditure and income can be found within the Explanatory Foreword in the Statement of Final Accounts.

A summary leaflet of the accounts will also be available on the website following the completion of the audit.

Capital expenditure was £4,314,500 which included £613,500 of grant funded

expenditure on the Control Project. The remaining £3,364,000 was lower than planned due largely to delays in acquiring land for building schemes.

Table 1: 2012/13 budget, actual and 2013/14 budget

	2012/13 Budget £000	2012/13 Actual £000	2013/14 Budget £000
Expenditure			
Community safety	3,007.9	2,953.4	2,933.9
Firefighting & rescue	26,469.3	26,019.7	25,847.4
Management support	601.6	606.0	601.9
Total	30,078.8	29,579.1	29,383.2
Pensions	3,019.6	3,294.7	3,023.6
Total expenditure	33,098.4	32,873.8	32,406.8
Income	2,397.8	3,265.6	1,679.7
Cost of services	30,700.6	29,608.2	30,727.1
Transfer to (from) reserves	265.0	1,357.2	15.3
Budget requirement	30,965.6	30,965.4	30,742.4
Met by			
Formula grant	12,296.0	12,296.3	8,324.8
Baseline Funding			5,376.8
Precepts	18,669.6	18,669.1	17,040.8
Total	30,965.6	30,965.4	30,742.4

SECTION 5: **SUMMARY OF ANNUAL GOVERNANCE STATEMENT**

The Authority is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Authority also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the Authority is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions and which includes arrangements for the management of risk.

The Authority has approved and adopted a Code of Corporate Governance, a copy of which is available on the website at

www.northyorksfire.gov.uk/about-us/key-documents/governance-codes or can be obtained from the Central Administration Office, North Yorkshire Fire and Rescue Authority Headquarters, Thurston Road, Northallerton DL6 2ND. Regulation 4(3) of the Accounts and Audit Regulations 2011 requires all relevant bodies to prepare an Annual Governance Statement. The Statement explains how the Authority has complied with the Code

Monitoring against the Local Code of Corporate Governance was considered by the Audit and Performance Review Committee at its meeting on 23rd April 2013.

Full details can be found at **www.northyorksfire.gov.uk/useruploads/files/committee-papers/performance-review/2013/april_2013_aprc/10_annual_governance_statement_april13.pdf**

The Authority has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the Corporate Management Board, which has responsibility for the development and maintenance of the governance environment, the Head of Internal Audit's annual report, and also by comments made by the external auditors and other review agencies and inspectorates. The review process is overseen by the Authority's Audit and Performance Review Committee as the body charged with governance in this Authority for the purposes of the International Standard on Auditing.

The Internal Auditor's overall conclusion that the system of internal control provided **Substantial Assurance** was issued on 5th April 2013. This means that, in overall terms, management of risk is satisfactory but with a number of weaknesses identified. An acceptable control

environment is in operation but there are a number of improvements that could be made. These weaknesses and improvements are being addressed. Where possible, full details of the audit reports are published on the Authority's website as part of the Audit and Performance Review Committee papers at **www.northyorksfire.gov.uk/about-us/key-documents/committee-papers/performance-review**

No significant weaknesses in governance or internal control have been identified by the reviews for 2012/2013. The External Auditor's report for 2012/2013 was received in September 2013.

The Statement was approved by the Authority at its meeting on 26th June 2013.

SECTION 6: **EQUALITY ACT – WORKFORCE PROFILE**

Equality and diversity are important to North Yorkshire Fire and Rescue Service. We are fully committed to delivering our services and employing staff in accordance with the Equality Act 2010. We achieve this by providing improved training and development opportunities, improving access to information and implementing workplace policies and procedures.

In the provision and delivery of services, we use information provided by North Yorkshire County Council and our partners in STREAM (Statistics, Research and Mapping for North Yorkshire and the City of York), which brings together local information. In addition, employees liaise with communities, in partnership with community groups, and take into consideration the needs of individuals in the community. This assists us in developing and delivering our services.

North Yorkshire Fire and Rescue Service employs people on a range of terms and conditions, dependent on the role they carry out.

We have a mix of non-operational staff, including control room staff, all of whom support operational members (the people who manage or attend emergencies) of the workforce. We employ people in full time, part time and in volunteer posts.

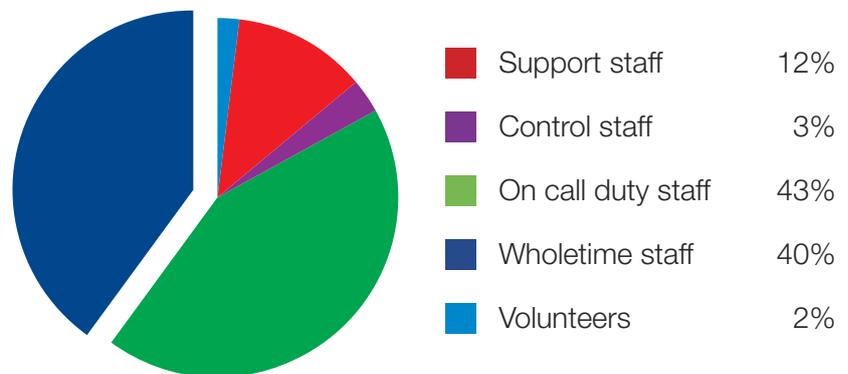
The largest employee group we have is the on call firefighter staff, who make up 43% of our workforce. They usually live and have their main employment in the area where

they provide firefighter duties on an ‘on call’ system.

Development of existing and new duty systems of work are being trialled, which will generate service efficiencies and provide greater flexibility for our operational employees, who have been restricted by the traditional duty systems currently in place. There are also more opportunities for flexible working to improve work life balance.

We also look at the needs of the community and the workforce to ensure resources are targeted to meet service needs.

Workforce composition



Race

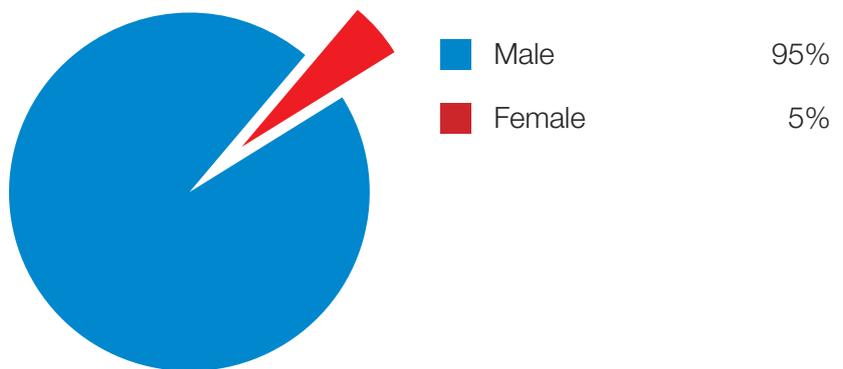
North Yorkshire Fire and Rescue Service aims to have a workforce that is reflective of the communities we serve. We currently have nine members of staff from minority backgrounds, which equates to 1% of the workforce. Across the Authority area the percentage of the population from a minority background is 6.5%. We continue to work towards recruiting employees from minority groups for roles within our Service. However, at this time recruitment is concentrated on ‘on call’ firefighters. Presently, there is no recruitment to the whole time service and recruitment to non-operational (support) roles has been limited owing to a reduction in the workforce.

Gender

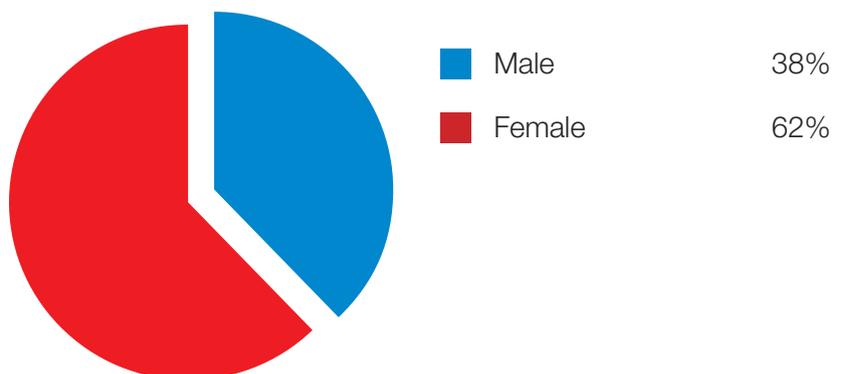
We have recruited women firefighters into the Service since 1990 and continue to encourage women into operational roles through positive action and education.

Presently 5% of operational employees are women. Our non-operational employees

Gender breakdown of operational staff



Gender breakdown of non operational staff



are more reflective of society generally, with 62% being women.

Women are represented at many different levels within the organisation and have

influence at the highest levels of decision making, with two women on Corporate Management Board (equating to 22%). The highest level held by a woman in an operational role is Station Manager.

Disability

3% of our total workforce have one or more disabilities. The Service makes every effort to make reasonable adjustments and evaluate the needs of a person on a case by case basis. We have made improvements to our buildings, equipment and working arrangements, and will continue to make improvements and reasonable adjustments where needed.

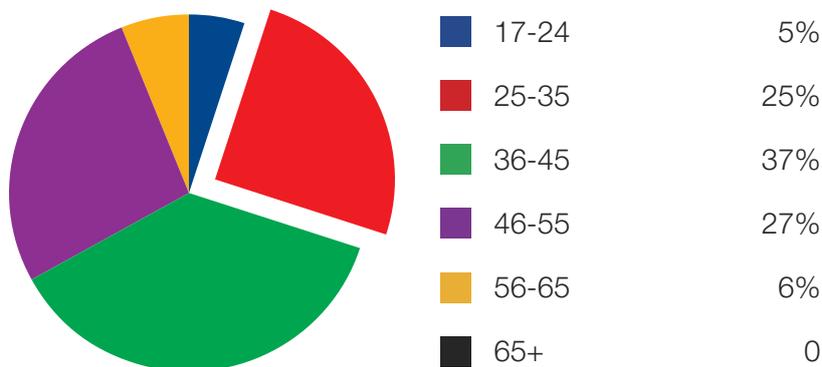
Sexual orientation and religion and belief

Less than 10 employees have declared these protected characteristics. Our recording systems are secure and confidential and we aim to ensure that those members of the workforce with these protected characteristics feel confident enough to inform us if they so wish. Equally, we respect their right not to do so.

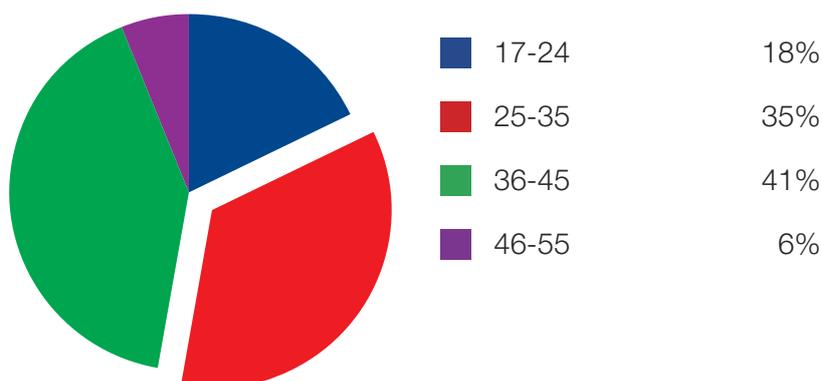
Age profile of workforce

The age profile of the whole workforce shows that we employ people from a wide range of age groups. The operational profile shows a younger group compared to the entire workforce, their average age is 39.25.

Age profile of workforce



Age profile of operational staff



Employee retention

Employee retention rates are good as a whole workforce. However 'on call' firefighter leavers are normally higher as their personal circumstances alter. In 2012/13, 61 staff left the Service owing to retirements, resignations and voluntary redundancy.

Contact: For further advice or enquiries around equality and diversity issues, please contact **Marinder Kaur Singh**, the Service's Equality and Safeguarding Officer at **marinder.ksingh@northyorkshire.gov.uk**

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Central Administration Office
North Yorkshire Fire and Rescue Service
Headquarters
Thurston Road
Northallerton
North Yorkshire
DL6 2ND

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NORTH YORKSHIRE
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North Yorkshire Fire and Rescue Service
Headquarters
Thurston Road
Northallerton
North Yorkshire
DL6 2ND

Tel: 01609 780150 (switchboard)
Tel: 01609 788545 (fire safety advice)
Fax: 01609 788520
www.northyorksfire.gov.uk



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