



South Yorkshire
FIRE & RESCUE

STATEMENT OF ASSURANCE AND ANNUAL REPORT

2019/20

Making
**SOUTH
YORKSHIRE
SAFER &
STRONGER**

STATEMENT OF ASSURANCE AND ANNUAL REPORT – 2019/20

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STATEMENT OF ASSURANCE AND ANNUAL REPORT – 2019/20

Foreword

The period April 2019 to March 2020 included the conclusion of our first inspection by HMICFRS, which rated the service 'good' across all three-judgement criteria.

We also published our Integrated Risk Management Plan in September 2019 following a period of consultation, which outlined how we intended to deal with a multi-million pound budget shortfall.

Operationally we dealt with a major incident in November, when widespread flooding hit the county, prompting a massive multi-agency response.

We also continued to embed a new, long-term vision for the service - Our Story, which outlines to all staff, regardless of rank or role, what our priorities and aspirations are in the coming years as we seek to become a leading fire and rescue service.

Our collaborative work continued, including the delivery of more than 500 hours of joint training. Our Joint Community Safety team with South Yorkshire Police also won a major national award.

The period concluded with our work alongside local partners to respond to the emerging Covid-19 pandemic.

Introduction

The Statement of Assurance and the Annual Report used to be two separate documents. At the Fire and Rescue Authority meeting on 15 October 2018, it was decided to consolidate both reports. This is the second combined report.

The [Fire and Rescue National Framework for England](#) states that:

“Fire and rescue authorities need to produce an annual assurance statement about compliance with the National Framework”.

The Fire and Rescue National Framework for England, published in May 2018, states that fire and rescue authorities and their services remain free to operate in a way that enables the most efficient and effective delivery of their services. However, this freedom and flexibility means that fire and rescue services need to demonstrate that they are accountable to their communities and transparent.

South Yorkshire Fire and Rescue’s (SYFR’s) Statement of Assurance and Annual Report follows the guidance set out in the [Department for Communities and Local Government’s ‘Guidance on Statements of Assurance for Fire and Rescue Authorities in England’](#). Much of the information given in the report is already contained in other documents / reports. Instead of repeating existing material, the report contains hyperlinks to direct the reader to this information.

The Statement of Assurance and Annual Report also looks at our achievements over the past year.

It is intended that this Statement of Assurance and Annual Report will provide an accessible way for our communities, Government, local authorities and other partners to make an informed assessment of our performance.

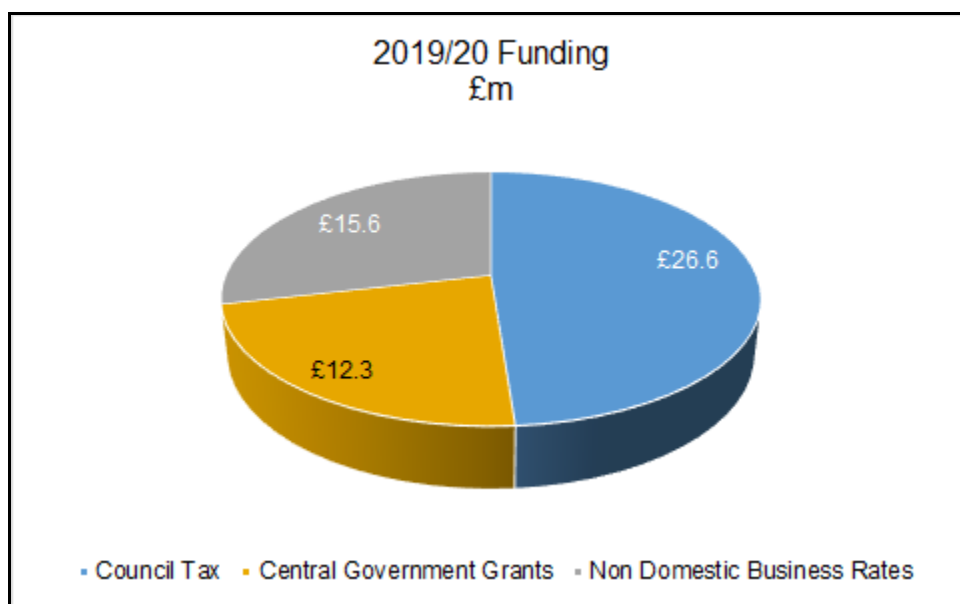
Details of how to obtain a copy of the Statement of Assurance and Annual Report for 2019/20 in alternative formats can be found on page 29, at the end of the report.

Financial Data

As a Fire and Rescue Authority, we are responsible for ensuring that our business is conducted in accordance with the law and proper standards. We must ensure that public money is properly accounted for and that it is used economically, efficiently and effectively.

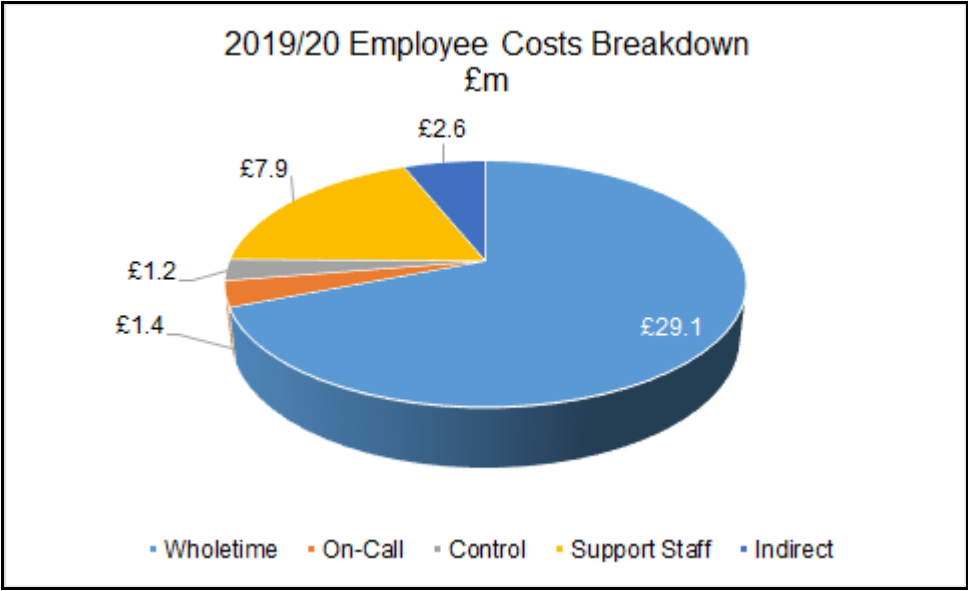
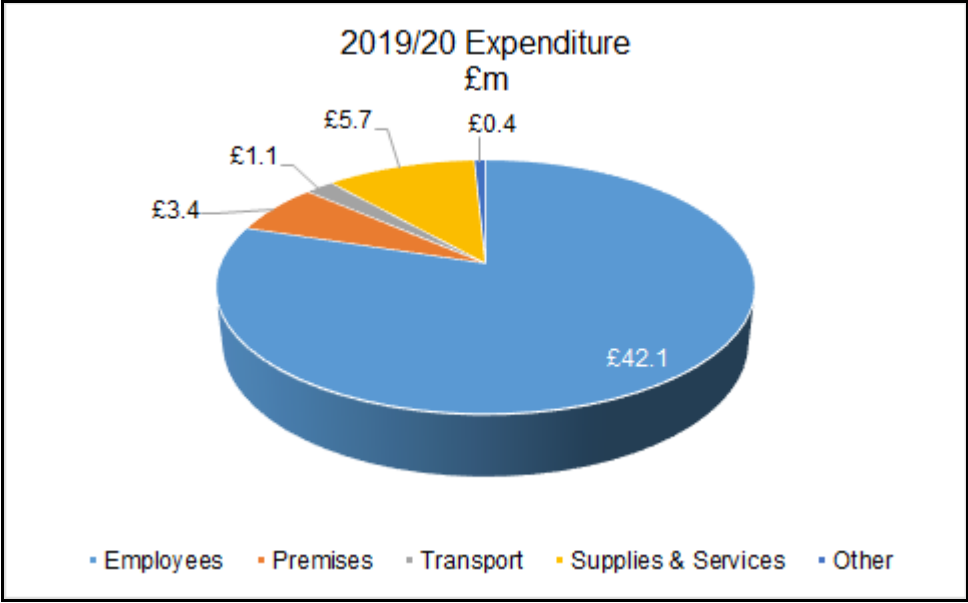
The majority of Fire Authorities funding is provided directly by the Government in the form of Revenue Support Grant and Business Rates. The remainder is raised via the precept, which forms part of the council tax bills issued by the District Councils. South Yorkshire Fire and Rescue Authority (SYFRA) only sets its budget after taking account of the Government's regulations on excessive council tax increases, the reserves it has available and any income that it generates.

The pie chart below shows a breakdown of the sources of funding for 2019/20:



The 2019/20 operating budget approved in February 2019 by the Authority was £53.565m. Actual net revenue expenditure for the year was £54.494m compared to funding of £54.536m, which resulted in a £0.042m contribution to reserves. This was offset through the use of earmarked reserves of £4.319m to fund capital schemes, £0.401m for Safer, Stronger Communities, £0.139m for Insurance payments and the contributions to earmarked reserves of £0.270m to the carry forward reserve, £0.439m to the MRP Preserve and £0.970m to a new Covid-19 reserve resulting in an overall contribution from reserves of £3.139m.

The pie charts below show a breakdown of the expenditure by budgetary areas and a further breakdown of the staff categories:



For more detail on how we spent our budget, please see the Statement of Accounts.

The Statement of Accounts is a statutory publication required under the Accounts and Audit Regulations and prepared in accordance with the Code of Practice on Local Authority Accounting in the UK (the Code), published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

Capital Expenditure represents money spent by the Authority for the purpose of purchasing, upgrading or improving assets such as buildings and vehicles. The Authority spent £4.660m:

- Premises Related - £3.616m
- Transport Related - £0.134m
- Information & Communications - £0.746m
- Operational Equipment - £0.164m

SYFRA publishes the pay details of all senior officers with a pro-rata salary of more than £50,000 in its annual Statement of Accounts. The [Pay Policy Statement](#) brings the information on remuneration into a single document for public information and to meet the obligations of the Localism Act 2011.

In summer 2010, the Government announced its intention that all public bodies should publish details of all its expenditure over £500. SYFR publishes [lists](#) of all invoices paid over that amount on a monthly basis ^{*1 See Below}.

The Authority's [Financial Regulations](#) are provided on its website.

*1 - The publication of further information relating to the pay and employment of senior staff and to procurement spending, is a requirement of the [Local Government Transparency Code 2015](#).

Governance

South Yorkshire Fire and Rescue Authority

SYFRA is a statutory body made up of 12 local Councillors from the District Councils of Sheffield, Doncaster, Rotherham and Barnsley and the Police and Crime Commissioner for South Yorkshire. [Click on the link to see the current SYFRA membership.](#)

The primary responsibilities of the Authority are laid down in legislation including the Fire and Rescue Services Act 2004, Civil Contingencies Act 2004 and the Local Government Act 1999 to provide an effective, economic and efficient Fire and Rescue Service.

The Authority funds SYFR and works with the Chief Fire Officer. The Authority's [vision](#) is 'Making South Yorkshire Safer and Stronger' and this is delivered through a range of aspirations and behaviours and monitored via business plans and performance measures.

The Authority supported the Service's aspirations, which are:

- Be a great place to work
- Put people first
- Strive to be the best

The [Fire Authority's Constitution](#) sets out the roles and responsibilities for Members and the procedures used to ensure that decision-making is efficient, transparent and accountable to local residents. There is a [Member Code of Conduct](#), ([Part 6b of the Constitution](#)) with an [Appeals and Standards Committee](#) responsible for monitoring and reviewing Councillor conduct. The Audit and Governance Committee also includes three Independent (co-opted) members.

The Authority has the following Committees and other forums:

- Fire and Rescue Authority
- Audit and Governance Committee
- Corporate Advisory Group
- Appeals and Standards Committee
- Appointments Committee
- Principal Officers Review Committee.
- It also has a separate Performance and Scrutiny Board, and a Stakeholder Planning Board to provide additional overview and scrutiny across all services and functions, but particularly in the areas of consultation, partnerships and workforce development (including equality and inclusion).
- The Fire Authority established the Performance and Scrutiny Board in 2008, to provide a dedicated scrutiny function. This fulfils the requirements of the National Framework Document for FRAs to have a separate scrutiny function. Its remit is to ensure that the Authority's business is subject to effective scrutiny, and to provide constructive, robust and purposeful challenge to strategic areas of corporate operation.
- The Board meets on a quarterly basis, with the option of meeting more frequently dependent on the issue under scrutiny. It receives timely performance reports on a range of agreed performance measures / targets.
- In addition, all boards of the Authority have a work programme, and provide a scrutiny and challenge function. Whilst the scrutiny function does not replicate the

arrangements within a primary authority, it nevertheless provides for chosen areas / functions to be examined in more depth and detail with a view to recommending improvements.

The Authority also has a [Local Pension Board](#) established in April 2015 following the independent Hutton enquiry into public service pension provision. The Board provides a scrutiny function on behalf of the Scheme Manager – which is the full Fire and Rescue Authority. The Board meets quarterly and has an independent Chair. You can view the [Local Pension Board Annual Report](#) (see Item 10) and read more about the work of the Pension Board on the Authority's website.

Staff of the South Yorkshire Joint Authorities Governance Unit are part of Barnsley MBC. However, those employees supporting the Joint Authorities provide independent and impartial advice to the various sub-regional bodies they support including SYFR.

South Yorkshire Fire and Rescue

The Senior Management Structure of the Service comprises the Chief Fire Officer, Deputy Chief Fire Officer, Assistant Chief Fire Officer and a Director of Support Services, supported by four Heads of Function, who jointly make up the Executive Team. The wider Corporate Management Board comprises further senior departmental managers. Our current management structure can be found on our website

<http://www.syfire.gov.uk/service-information/service-structure/>

Certain powers are delegated to the CFO and other senior officers. These are set out in the Fire and Rescue Authority's Constitution - [Part 3 – Scheme of Delegation to Officers](#).

There are two main decision-making bodies within the Service structure, which are:

- Executive Team meetings
- Corporate Management Board meetings

Below this level, a number of other meetings take place, some of which have some limited decision-making power, but all of which are responsible to the Executive Team or CMB:

- Corporate Equality and Inclusion Group
- Fire Governance Board
- Internal Executive Safeguarding Board
- Partnerships Board
- Information Governance Group
- IRMP Programme Board
- Service Improvement Programme Board
- Service Delivery Senior Management Team (SDMT)
- Health and Safety Committee
- Strategic Training Meeting
- Volunteer Board
- Workforce Planning Board

The Fire Governance Board is a joint board of the Authority and Service.

A review of our current SYFR meeting structure is underway to identify ways to improve the governance and decision making structures we have in place and to maximise meeting efficiency and effectiveness, whilst at the same time reducing the number and frequency.

Further details of the meetings and decision making structure can be found in [Part 4 of the Fire Authority's Constitution](#).

There is a Member Code of Conduct, which can be found in [Part 6b of the Fire Authority's Constitution](#).

There is also an Employee Code of Conduct, which is available on request.

Annual Governance Statement

The Authority 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 including arrangements for the management of risk. A copy of the [Risk Management Policy](#) along with the [Annual Review of Risk Management 2019/20](#) can be found on the SYFRA website.

The Authority has approved and adopted a [Code of Corporate Governance](#), which is consistent with the principles of the Chartered Institute of Public Finance and Accountancy (CIPFA) / Society of Local Authority Chief Executives (SOLACE) Framework Delivering Good Governance in Local Government.

The [Annual Governance Statement for 2019/20](#) explains how the Authority has complied with the code and how it meets the requirements of [Regulation 6\(1\) of the Accounts and Audit \(England\) Regulations 2015](#), in relation to the preparation of an Annual Governance Statement. The Annual Governance Statement also sets out how the Authority reviews the effectiveness of the governance framework and the system of internal control.

Transparency

In accordance with the Code of Recommended Practice for Local Authorities on Data Transparency, the Local Government Transparency Code 2015 and the Freedom of Information Act definition document for Joint Authorities and Boards, SYFRA is committed to creating greater transparency through the publication on the website of public data and information on how public money is being spent. Information is regularly published relating to land and assets owned by SYFRA, tender and procurements, payment for goods and services to external bodies and suppliers over £500, details of salaries and allowances paid to senior staff and details relating to Trade Unions. This can be found on the SYFR website under [Open Data](#).

SYFRA strives to be transparent in the way it makes decisions. Fire Authority and Audit & Governance Committee meetings are webcast live and are then available to view on the Authority's website a short time after each meeting. Members of the public can attend the meetings in person at the offices of the South Yorkshire Joint Authorities Governance Unit, Town Hall, Barnsley S70 2TA and are able to submit questions to the Fire Authority in

advance of these meetings. Full details can be found on the SYFRA's [website](#), along with copies of the agendas, open reports and minutes for both meetings.

Audit

SYFRA is subject to both internal and external audit. Both functions have distinct roles and responsibilities, which, together, provide a comprehensive statutory audit, function.

Internal Audit is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

The Internal Audit function was provided by Barnsley MBC's Internal Audit Team during 2019/20, who also provide an Internal Audit Service to Berneslai Homes (the Barnsley MBC's Arms Length Management Organisation), the South Yorkshire Police and Crime Commissioner, South Yorkshire Police, South Yorkshire Pensions Authority and Northern College. Details of the Team's roles and responsibilities are contained on the South Yorkshire Joint Authorities website and in the [Internal Audit Charter 2018 - 20](#) published on the [Internal Audit page](#) of the Authority's website. From 1 April 2020, the Internal Audit function is provided by RSM.

The [Internal Audit Annual Report for 2019/20](#) can be found on the Authority's website.

External Audit is responsible for the statutory audit of the Authority's financial statements; including giving an annual opinion on the accounts, and providing a conclusion on the Authority's value for money (VFM) arrangements.

The External Audit function is provided by Deloitte LLP.

The [ISA 260 report for 2019/20](#) from Deloitte LLP went to the Audit and Governance Committee in September 2020. The conclusion based on the current status of their audit work, is envisaged that they will be issuing an unmodified opinion subject to satisfactory closure of any outstanding matters.

The External Auditor reports on all their audit findings in their annual audit opinion and the annual audit letter, [Link to Annual Audit Letter 2019/20](#), which is scheduled to be reported on at the Audit and Governance Committee on the 23 November 2020.

Please note: The links to the audit reports will be updated once the 2019/20 documents are made available.

As part of the Audit and Governance Committee's work over the past 12 months, it has considered a range of internal and external audit reports. These are available on the [Audit and Governance Committee](#) pages, on the South Yorkshire Joint Authorities website.

Her Majesty's Inspection Process

In July 2017, Her Majesty's Inspectorate of Constabulary's remit was extended to include inspections of fire & rescue services in England, and was renamed Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS).

The inspections focus on three areas effectiveness, efficiency and people. The resulting assessments include graded judgments of performance.

SYFR's inspection took place during July 2019 and the final report was published in December 2019.

The service was rated as 'good' across all three-judgement criteria.

Inspectors from Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) found that South Yorkshire Fire & Rescue:

- is 'good' in effectively keeping people safe and secure from fire and other risks
- is 'good' in operating efficiently
- is 'good' at looking after its people

The service was also rated as good in ten out of eleven sub categories, placing us amongst the top rated services in the country.

[You can read the report in full here.](#)

The inspectors also identified some recommendations and areas for improvement, including how well we secure an affordable way of managing risk.

The Service has produced an improvement plan based on the recommendations made in the HMICFRS inspection report. This will be monitored and reported to the Fire & Rescue Authority.

Data Protection Arrangements

SYFR has a designated Data Protection Officer (DPO) at all times. The DPO's responsibilities include:

- informing and advising SYFR and its employees who carry out processing of their obligations pursuant to General Data Protection Regulation (GDPR) and other data protection provisions;
- monitoring compliance with GDPR, other data protection provisions and SYFR policies in relation to the protection of personal data;
- providing advice where requested as regards Data Protection Impact Assessments and monitor their performance;
- cooperating with the Supervisory Authorities ((the Information Commissioner's Office (ICO));
- acting as the contact point for the Supervisory Authorities (the ICO) on issues relating to personal data processing.

Data protection training has been carried out to ensure that all staff are aware of the GDPR and their responsibilities. Ongoing training to capture new starters and role specific changes are completed on an approximate six monthly basis or sooner where necessary. An Information Governance Group has been set up, chaired by the Director of Support Services. The group oversees the progress being made regarding compliance.

Governance Review

An internal audit review of the overall governance arrangements of the Fire and Rescue Authority and SYFR was undertaken during 2017/18, to provide assurance that the CIPFA best practice standards are being met and that the governance assurance framework is operating effectively.

Operational

Statutory Duties

South Yorkshire is responsible for carrying out a range of statutory duties including those contained in:

- [The Fire and Rescue Services Act 2004](#)
- [The Civil Contingencies Act 2004](#)
- [Policing and Crime Act 2017](#)
- [The Control of Major Accident Hazards \(COMAH\) Regulations 2015](#)
- [The Regulatory Reform \(Fire Safety\) Order 2005](#)
- [The Fire and Rescue Services \(Emergencies\) \(England\) Order 2007](#)
- [The Localism Act 2011](#)
- [The Fire and Rescue National Framework for England](#)
- [HMG Security Policy Framework 2018](#)

Integrated Risk Management Plan

The Integrated Risk Management Plan identifies the foreseeable risks that the Service must respond to, and sets out how we will allocate resources to reduce the risks to communities within South Yorkshire.

A copy of our current Integrated Risk Management Plan 2019-21, along with the Community Fire Risk Model can be found on our website at [Strategic Plans - South Yorkshire Fire and Rescue](#).

Work has begun on our 2021-24 plan, which includes pre-consultation prior to a draft being presented to the FRA to undertake further formal consultation during

Business Continuity

The Fire and Rescue Services Act 2004 sets out the core functions of the Fire and Rescue Service. These are fire safety, firefighting, road traffic accidents and emergencies. Failure to deliver any of these functions would have a catastrophic effect on the communities of South Yorkshire. The potential for disruption to these core public safety functions has been identified as a statutory duty in the Civil Contingencies Act (2004) (Part 1. Para 2(1) (C)). It is a duty under the Act for all Category 1 Responders to maintain plans to ensure that as far as is reasonably practicable, that if an emergency occurs they can continue to perform these functions.

Business Continuity Plans for South Yorkshire have been developed over a number of years. The Deputy Chief Fire Officer (DCFO) is accountable for the Business Continuity Management BCM Policy and Implementation. Resilience, Planning and Contingencies (RPaC) coordinate this function across the organisation and are responsible for overseeing the training in, and testing of our Business Continuity arrangements. This function is carried out in conjunction with our multi-agency partners and our neighbouring fire and rescue services.

SYFR Business Continuity Plans are aligned to the International Standard for Business Continuity, ISO22301. This provides a structure, which will ensure that we are resilient to interruption to the delivery of our core public safety functions. RPaC carry out internal audits of SYFR Business Continuity Plans.

The Business Continuity arrangements of the organisation are overseen by the South Yorkshire Fire Authority to ensure full compliance with our responsibilities.

Our BC Manager is the Chair of the National Fire Chiefs Council (NFCC) and South Yorkshire Local Resilience Forum (SYLRF) Business Continuity Groups. RPaC have been actively engaged in Business Continuity Institute (BCI) events, including delivery of presentations and workshops at the BCI World Conference and Regional Forums. We have coordinated SYFR activities throughout Business Continuity Awareness Week.

RPaC are very aware of the expectations to work collaboratively with other FRSs and to this end we are leading an NFCC BC mentoring group which is aiming to achieve minimum BC standards across the UK, aligned to the Cabinet Office BC standards for LRFs.

Protective Security

The Protective Security arrangements of SYFR are delivered against Her Majesty's Government (HMG) Protective Security Framework. The Civil Protection Group are responsible for reviewing all Security arrangements and reporting any concerns to the Senior Management Team through the Director of Support Services.

We are all too aware of atrocities, which take place internationally on a daily basis and the increase in terrorism in numerous guises throughout the UK. The attacks such as the Manchester Arena suicide-bombing, vehicle and knife attacks in London and cyber-attacks on national IT systems bring home to us the importance of maintaining and enhancing our organisations security arrangements.

The arrangements within SYFR follow three main themes, these being the protection of our People (staff), Places (buildings) and Processes (including Information Communications Technology (ICT)). Our security breach reporting system and physical security audit process allows us to keep a close eye upon any security issues. We monitor reports for trends, which are reported back, through our Protective Security Group

We have also provided an online learning module and regular bulletin information for all staff, to increase the awareness of our staff to potential security breaches. We attend the Strategic Contest Board to ensure we have the most up to date view of threat and risk, and ensure we feed into the Prevent work undertaken by that group and the smaller district based Prevent Groups.

We are currently reviewing our panic alarm policy and providing additional measures to keep our reception staff safe in the event of an attack.

Mutual Aid Agreements

The Fire and Rescue National Framework states that fire and rescue authorities must make provision to respond to incidents such as fires, road traffic collisions and other emergencies within their area and in other areas in line with their mutual aid agreements, and reflect this in their integrated risk management plans.

Sections 13 and 16 of the Fire and Rescue Services Act 2004 provide clear instructions for fire and rescue services in regards to mutual aid and the discharge of functions by others. SYFR has Section 13 agreements in place with all our neighbouring fire and rescue services in respect of arrangements to support each other where an incident location makes this sensible. We also have similar agreements to support each other in the event of a major incident.

SYFR has a number of Memoranda of Understanding (MoUs) with both fire and rescue services and other partner agencies. SYFR is working closely with its regional partners through the Yorkshire and Humberside Operational Resilience Group (YHORG), to ensure that, wherever possible, we hold regional MOUs rather than having four separate ways of working. This streamlines process, reduces impact on resources and creates resilience by enabling greater cross border support.

Our mutual aid documents with our neighbouring fire and rescue services are reviewed on an annual basis and all service level agreements have agreed, set review periods usually not exceeding three years.

National Resilience

SYFR have National Resilience Assets consisting of Mass Decontamination Unit (MDU), High Volume Pump (HVP) and Detection, Identification and Monitoring (DIM).

We have three dedicated National Resilience Trainers who ensure that all our Key Performance Indicators (KPIs) in relation to numbers of staff trained are achieved and exceeded at all times. Training records are comprehensive.

All our national Resilience Assets are checked regularly in accordance with the requirements of the National Resilience Assurance Team (NRAT). Any faults or missing equipment are reported to Babcocks immediately through a well-rehearsed process.

In 2018, our High Volume Pump (HVP) assets and Staff were externally audited as part of the NRAT assurance programme and only minor changes were required as a result. These changes were made immediately.

During 2019, SYFR assets have mobilised to three National events.

All of SYFRs Contingency plans are reviewed and revised where necessary on a regular basis.

Any gaps in our National Resilience Capability are captured within individual plans and issues raised with our Senior Management Team. The overall responsibility for reviewing plans lays with Resilience, Planning and Contingencies (RPaC).

Control of Major Accident Hazards (COMAH)

SYFR is the Local Authority as defined by the COMAH Regulations 2015 and has a responsibility to Prepare, Review, Test and Exercise External Emergency Plans, which relate to upper tier COMAH sites within the South Yorkshire area.

All COMAH plans are in date and comply with our statutory obligations. All sites are charged recovery costs for our services and are fully paid up.

Resilience, Planning and Contingencies have completed two hydro-suite exercises and issued two updated COMAH plans.

COMAH exercises will be dealt with post Covid-19, with full support from the Health and Safety Executive (HSE). We have planned to conduct the exercises within a revised timeframe given by the HSE point of contact.

Our Performance

SYFR has a suite of performance measures. These include operational performance measures. The suite of performance measures is reported to the Performance and Scrutiny Board quarterly and the Fire Authority annually, for analysis, challenge and comment. The Annual Corporate Performance report for 2019/20 can be viewed by clicking on the [link](#). The performance measures are also used at a local level to inform where resources and initiatives need to be focussed.

SYFR benchmarks against the other Metropolitan Fire and Rescue Services, using a suite of performance indicators. Benchmarking against a selection of these indicators is included in the Quarterly and Annual Corporate Performance reports.

Health and Safety

SYFR believes that the health, safety and welfare of its employees, visitors and members of the public are its highest priorities. This is reflected in the overall corporate vision. The Service commits itself to allocating the resources necessary to meet its moral and legal obligations.

In pursuance of the highest possible standards, the Service is dedicated to preventing injury and ill health, complying with the requirements of relevant statutory provisions and where possible exceeding these utilising sector specific guidance and best practice.

To achieve the level of health and safety required, the Service will ensure the effective management of risk through the development of clear management systems, which define roles, and responsibilities of all employees, contractors and visitors.

Risk profiles have been produced for each service function to provide a prioritised approach to health and safety risk management. Risk assessments have been completed to identify hazards and control measures necessary to mitigate the risk.

Health and safety training is provided to raise levels of competence and promote a positive health and safety culture that is proportionate and enables workplace activities, equipment and substances to be effectively managed.

Active and reactive monitoring is undertaken to measure levels of performance and identify areas for improvement. These are combined with a biennial audit of the health and safety management system. The outcome of the audit is a prioritised and targeted improvement plan covering all aspects of Health and Safety.

National Framework Requirements

An annual update on SYFR's compliance with the Fire and Rescue National Framework for England (published in July 2012) was presented to the Fire and Rescue Authority in June 2017.

A revised [Fire and Rescue National Framework for England](#) was introduced with effect from May 2018. SYFR carried out a gap analysis against the priorities and objectives within the revised National Framework, which was presented to the Fire and Rescue Authority on 17 September 2018. An update on SYFR's compliance with National Framework requirements has in the past, been presented annually to the Fire and Rescue Authority. With effect from 2019, significant updates are now included within this document. The full gap analysis including recent updates can be read by clicking on the [link](#).

Significant updates against the Fire and Rescue National Framework for England

Inspection Criterion – 7.4

This has been updated to take into account the findings of the HMICFRS inspection. The updates include:

- We fulfilled the requirements of the first round of HMICFRS inspections, gaining a 'Good' in all three pillars. We are putting actions in place to address the areas for improvement outlined in the inspection report.
- A small team has been established to support the next round of inspections, albeit these are not going ahead as planned due to Covid-19.
- We continue to liaise with HMICFRS to meet the requirements of the inspection process including data collections and themed reviews.

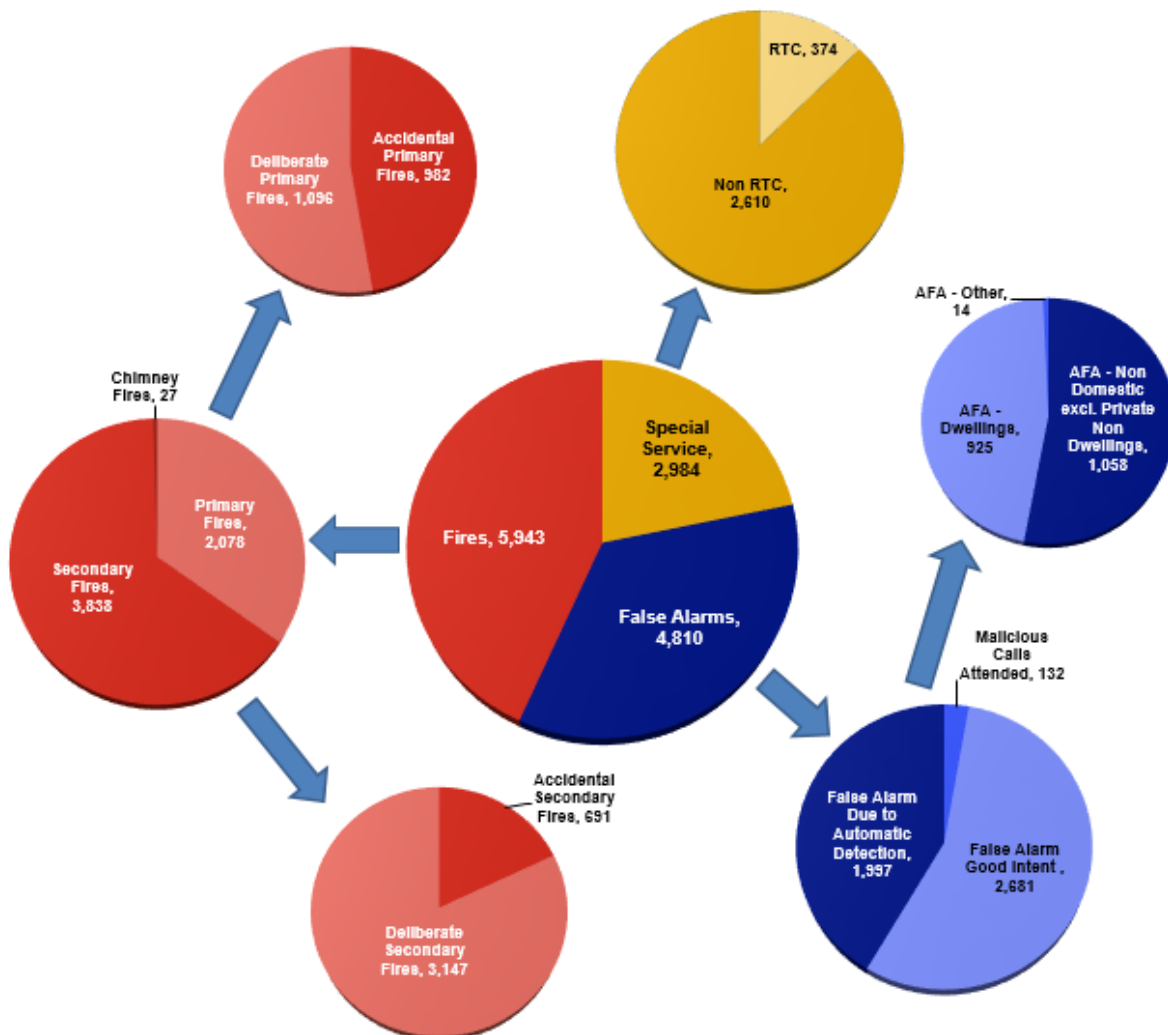
Our Performance during 2019/20

Performance Measures

		Performance	
		2018/19	2019/20
Number of Primary Fires		2,150	2,079
Number of Accidental Dwelling Fires		542	472
Number of Fires in Non-Domestic Premises		287	236
Number of Fire Deaths and Injuries	All Fire Deaths	9	3
	Accidental Dwelling Fire Deaths	5	3
	All Fire Injuries	77	58
	Accidental Dwelling Fire Injuries	57	34
Arson Incidents	Primary Arson Incidents	1,002	1,097
	Deliberate Secondary Fires	4,302	3,147
False Alarms caused by Automatic Fire Detection – Non-Domestic Properties		1,124	1,058

The Annual Corporate Performance Report for 2019/20 contains the final outturn figures for the full suite of 2019/20 Performance Indicators. This can be found at [Agenda for Fire & Rescue Authority on Monday 22nd June 2020 - South Yorkshire Fire Authority](#)

Breakdown of Incidents attended during 2019/20



Key

- Primary Fire -** Includes all fires in buildings, vehicles and outdoor structures, or any fire involving casualties, rescues or fires attended by five or more appliances
- Secondary Fire -** A fire incident that did not occur at a primary location, was not a chimney fire in an occupied building, did not involve casualties (otherwise categorised as a Primary incident) and was attended by four or fewer appliances
- RTC -** Road Traffic Collision
- AFA -** Automatic Fire Alarm

Headline Projects during 2019/20

Fleet Size and Make-Up

A new smaller fire appliance was taken in to service during 2019/20. The purpose of this appliance was to offer the same functionality with improved manoeuvrability. The outcomes of this trial will feed in to the new Strategic Fleet Board, which will focus on decision making around how we intend to procure, maintain and replace our fleet and associated equipment, meeting the future operational needs of the service and its communities.

Fire Station Improvements

Fire station improvements commenced during 2018/19. It is intended to spend more than £5 million in one off, reserve funding on our buildings over the next few years, modernising our estate and improving the working environment for firefighters and other staff.

The largest scheme involves the rebuilding of Barnsley fire station, which has reached the end of its operational life. A new, three vehicle bay building is being built on the current site, plus a separate unit where community schemes like the Princes Trust Team Programme with South Yorkshire Police can be housed with completion presently projected to take place in May 2021.

Equipment Tracking Devices

The Service has completed the initial trials on two appliances using the Creative Software Solutions' Equipment Tracking Solution. Plans are now in place to roll this out across all appliances used within SYFR in the near future.

We are introducing a system like this to enable us to be more effective and efficient when it comes to managing our equipment. These new devices provided from Creative Software Solutions will help us to ensure that all equipment is suitable and used for the purpose/ deployment for which it is designed.

Telematics

Vehicle Telematics system is being introduced to ensure more effective and efficient use of the fleet. The system will give automated management information on utilisation of the Fleet, enabling the service to ensure we have the required resources in the right place at the right time. It enables fleet management to be managed, monitored and analysed, on one online platform. The aims of the project are as follows:

- To enable effective fleet utilisation.
- To positively influence driver behaviour and subsequently make savings on SMR, Fuel and Accident costs.
- Remove the requirement for a paper logbook to be completed through Driver ID reducing time spent analysing and storing paper records.
- Reduce occupational road risk through the effective management of the fleet.

Payroll Upgrade

A full review of the Payroll system has been undertaken to identify where the department can maximise the Payroll functionality to its full potential, reviewing and streamlining processes to support managers and employees.

Key requirements identified are:

- To build an electronic mileage and expense system. This will allow employees the functionality to input claims through MyView (Self Service Portal).
- Create efficiencies by linking Payroll software to other reporting systems i.e. RMS to streamline processes for work activity, recording of pay data, developing interfaces between HR and Payroll System.

Collaboration Update

Background

One of the provisions of the [Policing and Crime Act 2017](#) is the introduction of a 'duty to collaborate' on all three emergency services, with the overall aim to improve efficiency and effectiveness. South Yorkshire Fire and Rescue are working together with their partners to achieve this, focusing on collaboration adding value to their communities.

In 2017, South Yorkshire Fire and Rescue and South Yorkshire Police committed to a formal collaboration programme, building on the successful collaboration between the two parties to deliver substantial collaborative projects. To achieve this a governance structure was set up to include project boards, a delivery board and a top-level collaboration board. This consists of key managers and section heads from across the police and fire service, along with the Programme team.

The collaboration programme delivers non-project collaborations with staff across both organisations managing collaborative opportunities, such as shared training. In 2019/20, the collaboration register captured 60 non-project collaborations.

Three key areas of collaboration currently being progressed with South Yorkshire Police are detailed below.

Joint Estates and Facilities Management

A Head of Joint Estates & Facilities Management for SYFR and SYP was appointed in May 2018. The post holder is overseeing estates and facilities management within both organisations, to help progress our collaboration under the development and implementation of a shared estates strategy. A Head of Joint Facilities Management was appointed in September 2018 and is responsible for overseeing facilities management in both organisations and supporting the Head of Department.

The Police and Fire Delivery Board and the Police and Fire Collaboration Board oversee the development of the plans for considering further any integration of operational estates and facilities management services.

Joint Vehicle Fleet Management Department

A Joint Vehicle Fleet Department is headed up by a collaborative manager, who works across SYP and SYFR to manage the department and to move it towards an increasingly collaborative position.

Key achievements in the last year include:

- The relocation of the SYFR central stores at Eastwood to provide space for SYP co-location.
- The start of the building work to convert the old stores to the body shop.
- IT updates to the Tranman system to create a joint management information system.

Joint Community Safety Team

The Joint Community Safety project was undertaken from January - December 2018 and is now running as a Business as Usual department. The project was structured in a two-phase approach, with the first stage focused on setting up the management structure, strategy and vision; and the second stage of the project focused on the service review and how to become a more collaborative function.

The outcome is a joint team managed by collaborative staff in the Head, Deputy Head and four department manager roles. The department aim is to reduce vulnerability and demand across the local Fire and Police sector, with an emphasis on achieving this through collaborative activities in the department's educational delivery, cadet programme, Prince's Trust, volunteer co-ordination, district engagement.

The Joint Community Safety department reports into a joint Assurance Board, managed at an ACO and ACC level.

Other South Yorkshire Fire and Rescue collaborations

Procurement collaborations have been successful with regional fire colleagues, with a cost saving through shared procurement of cutting gear with West Yorkshire Fire and Rescue, regional development of a new rescue jacket and embarking on a market testing stage for the PPE YPO framework.

Further regional collaboration projects have been set up to enhance the collaboration opportunities between the four regional fire and rescue services. This includes a cost saving and efficiency project for the sharing of command support units, as well as the progression of regional command support packs, regional training, and the shared aim to co-procurement command software and hardware.

Co-locations continue to be utilised where opportunities arise, with an increase in the last year of Yorkshire Ambulance Service presence on SYFR sites.

Stronger Safer Communities Reserve

As part of the budget setting process for 2013/14, the Fire and Rescue Authority (FRA) agreed to set aside £2 million from general reserves to enhance partnership work on community fire safety.

In February 2017, the FRA committed a further £2 million from its reserves.

The Stronger Safer Communities Reserve Fund was developed with the following overarching aims:

- To enable communities and individuals to be more knowledgeable and resilient in respect of home fire safety;
- To coordinate and add value to existing community fire safety activity, matching local activity to local priorities; and
- To work with stakeholders at district and at county level to increase the scope of partnership activity around shared issues such as wellbeing, troubled families, education, diversion and prevention.

A revised delivery model has been approved for the Fund that will focus resources on priority areas and individuals. The Authority must be able to demonstrate that it has robust and proportionate governance arrangements to ensure its objectives are met and tangible outcomes are achieved. For further information regarding the approved projects, please click on the [link](#).

An independent evaluation carried out in June 2017, found that Fire Authority funded community projects have helped to deliver millions of pounds worth of public savings.

Research carried out by social return on investment specialists found that projects delivered through the Stronger Safer Reserve Fund produced nearly £5 million worth of benefits to local people.

Grants were given to more than 40 projects in two rounds of funding totalling £1.4 million.

Researchers measured the impact of eight of those projects for their impact on reducing fires, plus other social, environmental and economic measures.

The full evaluation report can be viewed by clicking on the [link](#).

A further funding round in 2018 resulted in the awarding of funding to 16 projects. To qualify, projects had to meet clearly defined themes, based on analysis of the fire service's risk criteria. These themes are:

- **Water Safety**– particularly targeting children and young adults.
- **Excluded Groups**– including BAME (Black, Asian, and minority ethnic) and faith communities, LGBT (Lesbian, Gay, Bisexual and Transgender) and Roma communities.
- **Mental Health**– including hoarding, social isolation, dementia and substance misuse being specific issues to address.
- **Arson**– particularly the deliberate setting of small fires by young people.
- **Road Traffic Collisions**– particularly focusing on young drivers.
- **Health and Social Care**– health related issues affecting older people, such as falls.

A report on the evaluation of these projects will be presented summer 2020.

A decision was taken by the Fire Authority in March 2020 in respect of unallocated funds. It was decided to enhance the SSCR's sprinkler fund element and fund a new wider partnership referral project to build on the strength of community engagement achieved by the SSCR funded projects.

What we did in 2019/20

April

We part-funded a project to install sprinklers in 163 flats across six independent living complexes. We also announced four new Neighbourhood Fire Community Safety Officers, who started to work collaboratively with partners to help deliver fire and crime prevention advice to local communities.

May

A new 'Equinox' package to curb anti-social behaviour began to be delivered jointly by the police and fire services. Six police officers received specialist water rescue training thanks to a unique collaboration with the fire service's specialist training school.

June

Firefighters visited lakes and reservoirs as part of a national drowning prevention week. We also announced a drop in house fires and false alarms, following publication of our annual performance figures.

July

We announced that all our fire appliances would carry oxygen masks for pets, in partnership with not for profit organization Smokey Paws. A new, smaller fire appliance arrived in service and began responding to 999 calls for the first time. The lighter, more agile midi appliance was developed with Angloco. In another innovation, crews trialed the use of a new 22mm hose.

August

A report was published detailing the impact of the Service's prevention work generates a potential £15 saving so society for every pound spent. A property developer was fined £36,000 for breaching safety laws, following a successful prosecution by the Business Safety team.

September

We published our first ever health and wellbeing strategy, which put in place extra measures to change culture around mental illness and other areas. We also published details of 50 ways we have been working with other blue light services to save time, cut costs and deliver a better service to the public.

October

An exhibition was unveiled to mark Black History Month, which celebrated the achievements of staff with African and Caribbean heritage. We also announced that police and fire staff have benefitted from more than 1,500 hours joint training, as part of collaborative work between both organisations.

November

This month was dominated by our work to deal with severe flooding. Doncaster was particularly badly hit and a major incident was declared, prompting a massive, multi-agency response.

December

An inspection report by HMICFRS rated South Yorkshire's fire and rescue service as 'good' across all three judgement criteria. South Yorkshire Fire & Rescue and South Yorkshire Police's Joint Community Safety Department won the award for Best Emergency Services Collaboration, at the Excellence in Fire & Emergency Awards in London.

January

Alex Johnson began her role as the service's new Chief Fire Officer, following the retirement of James Courtney QFSM. We also made a change to the way we respond to automatic fire alarms in some types of commercial premises, in a bid to further reduce unwanted fire signals.

February

We launched a defiant video to show support for our staff and communities during LGBT+ History Month. We also announced that we had spent more than £1 million over the last five years, to part fund fire sprinkler projects in high-risk homes.

March

With the Covid-19 pandemic gathering pace and a national lockdown in place, we launched the Keep Fire Safe campaign to help keep house fires low at a time when thousands of people were spending extra time at home.

Looking Forward

SYFR Vision for 2027

In recent years, the work of the fire service has changed significantly and it is now thought to be a good time to undertake a piece of work to revisit and re-establish SYFR's sense of vision and purpose. Every member of staff will be given the opportunity to become involved, in helping to establish the right culture, values and behaviours to ensure that SYFR is a good place to work and is inclusive for everybody.

As part of this work, the SYFR's current four priorities are being replaced by the following three aspirations:

Be a great place to work - we will create the right culture, values and behaviours to make this a brilliant place to work that is inclusive for all.

Put people first - we will spend money carefully, use our resources wisely and collaborate with others to provide the best deal to the communities we serve

Strive to be the best in everything we do - we will work with others, make the most of technology and develop leaders to become the very best at what we can be

As part of this work, the Authority's Vision is being changed from "Working for a Safer South Yorkshire" to "**Making South Yorkshire Safer and Stronger**".

Covid-19 Recovery

The Service's recovery group has been meeting on a regular basis.

Where possible, SYFR staff were encouraged to work from home during the pandemic.

Work is now underway to facilitate the return of employees to the workplace, where it is safe and appropriate to do so. Small numbers of staff started to return to their workplace, such as Command Headquarters (CHQ) and the Training and Development Centre (TDC) from 1 August. Video walkthroughs of a Covid-19 secure CHQ and TDC have been released to staff, so that they know what to expect when they return. Each member of staff also has to complete a risk assessment with their Line Manager to ensure that they are safe to return. However, it is envisaged that CHQ and TDC will not be able to return to full capacity until the end of the pandemic.

Contact us

Tell us what you think

We welcome feedback from the public in relation to this Annual Report or any other issue to do with South Yorkshire Fire & Rescue.

Any comments can be directed to the Customer Care Manager by calling 0114 2532209 or e-mailing customercare@syfire.gov.uk or using our website on line [contact us form](#). Alternatively, write to this address:

South Yorkshire Fire & Rescue
197 Eyre Street
Sheffield
S1 3FG

Become a Volunteer

The traditional image of the fire and rescue service is of firefighters tackling incidents, but the work we do goes much wider than this. A large part of our role is to work alongside local communities to help make homes safer, educate children and vulnerable people about common hazards and do what we can to prevent emergency incidents happening in the first place.

We have established a volunteer programme to support us in this work, and to play a valuable supporting role to our existing community safety teams and in helping to deliver safety messages at our Lifewise Centre in Rotherham. In return, volunteers will gain valuable experience and skills, improving their capabilities and assisting their applications for future, paid employment.

For more information of volunteering vacancies, visit the 'Find a Job' section of our website <http://www.syfire.gov.uk/find-a-job/volunteering/> for a volunteer application form.

Find Out More

South Yorkshire Fire and Rescue's website provides more information on our services to the community, our people and resources latest incidents and news, and much more. www.syfire.gov.uk

To sign up for our free e-newsletter or make comments about the website, be involved in our public consultation work, email: press@syfire.gov.uk
Follow our social media - Twitter www.twitter.com/syfr and Facebook <https://www.facebook.com/southyorkshirefire/>

For general enquiries and comments call 0114 2727202 or email: comments@syfire.gov.uk

For Complaints and Compliments call 0114 2532209 or e-mail: customercare@syfire.gov.uk

Access to Information

If you would like more detail on what we do and how we deliver our Services, you can make a request under the Freedom of Information Scheme. Information of how to make a request is available on our website here <http://www.syfire.gov.uk/transparency/freedom-of-information-foi/>.

If you would like to request information please contact us at:

Information and Governance Manager
South Yorkshire Fire & Rescue
197 Eyre Street
SHEFFIELD
S1 3FG

You can also contact us by:

- Email to foi@syfire.gov.uk
- Our website Contact Us form <http://www.syfire.gov.uk/contact/>
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Arabic

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Farsi

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Pashto

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Polish

"Aby uzyskać tłumaczenie tego materiału lub otrzymać więcej informacji o Straży Pożarnej South Yorkshire (South Yorkshire Fire & Rescue) prosimy o wysłanie e-maila na adres customercare@syfire.gov.uk lub zadzwonić pod numer telefonu: 0114 253 2209"

Slovak

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Somali

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Turkish

"Bu yayımın tercümesini talep etmek veya South Yorkshire İtfaiye ve Kurtarma Hizmetleri hakkında ayrıntılı bilgi almak için lütfen customercare@syfire.gov.uk adresine e-posta gönderin veya aşağıda verilen numarayı arayın: 0114 253 2209"

Urdu

اس دستاویز کا ترجمہ حاصل کرنے یا 'ساؤتھ یارکشاير فاير اينڊ ريسکيو' سے متعلق مزيد معلومات کے لیے برائے مہربانی ای میل بھیجیں: customercare@syfire.gov.uk یا فون کریں: 0114 253 2209

Authorisation

This Statement of Assurance is signed on behalf of South Yorkshire Fire and Rescue Authority, as approved at the Audit and Governance Committee meeting on Monday, 14 September 2020.

Councillor Robert Taylor
Chair of South Yorkshire Fire and Rescue Authority