MUST DO

What is required to meet the standard - MUST DO	Input required from?	What does ECFRS do?	How do we do it?	Where is the evidence?	What is the outcome?	What is the gap?	How will we bridge the gap?	When will we bridge the gap?	Date completed by	Evidence of action taken
Embed the core code in its written materials and all communications demonstrating that the Service complies fully with the core code at both an individual and corporate business practice level.	Employment Policy & Practice/Recruitment/L&D	We have a suite of policies, procedures: Code of Conduct - sets the standard; Dignity at Work - sets the standard; Equality & Diversity - sets the standard; Grievance Policy - vehicle for taking action; Disciplinary Policy - vehicle for taking action; Whistleblowing Policy - vehicle for taking action; Recruitment & Promotion; Induction	Consult with our recognised trade unions, seek best practice from other FRS & local gov't organisations. Engage with key stakeholders, including staff networks. We have created a values led approach to the language and branding in all our talent attraction activities from initial vacancy post/recruitment campaign, through to and including onboarding.	Policies. ECFRS Values Induction Video. WT recruitment is now working with Values-based interview approach. Information pack for vacancies contain values.	Review required to include Core Code and with a view to updating our Service values in 12 months.	Specific reference to the Core Code	Inclusion of Code of Ethics reference with policy documents. Inclusion of Core Code and Fire Standards in Induction for all new starters. Core Code question-set will be developed to use for all new recruitment and promotion.	Policy Work: Within the next 6 months via our Working Well Together Approach. Phasing to be confirmed. January - induction & recruitment process review.		
Ensure all employees and those working within, or on behalf of, the Service (such as consultants, external providers, and volunteers) understand and appreciate the core code and their responsibilities in upholding it.	Employment Policy & Practice/Recruitment/L&D/Comms	The Core Code builds on our existing values and behaviours.	Our values and behaviours support us all in general decision making by giving a structure to follow when it comes to expected behaviours and allowing us to be prepared to handle ethical dilemmas in the workplace.	Case numbers (inc formal and informal grievances), whistleblowing data, training courses attendance, inductions attended. Rep body feedback.	Review required to include Core Code and with a view to updating our Service values in 12 months.	Specific reference to the Core Code required in our processes.	Enable understanding and agreement - provide a range of communications and approaches so that the 'golden thread' connecting Fire and Rescue Plan, IRMP Annual Plan and Personal Objectives ("What we do") is contextualised with our expectations against the Core Code of Ethics ("How we do it").	Ongoing - see launch plan.		
Ensure all employees and those working within, or on behalf of, the Service conduct themselves in accordance with the core code and promote its adoption.	L&D	Inform and educate our people: - Manager awareness sessions on getting the best from people including concepts of fairness and equality - Dignity in our workplace awareness. - Dignity at Work Supporters - as promoted via inclusive employers resources.	Measuring Dignity at Work cases to determine trends via ongoing fortnightly review with Business Partner Team - continuous improvement approach.	Training records. Team notes. Casework data - monthly and quarterly reports. Exit quantitative and qualitative data.	We will undertake a strategic review to identify the gaps and act on.	Review required - see "how will we bridge the gap".	Provide feedback loops - ensure a range of feedback loops, tools and avenues are in place, accessible and promoted so that employees can feel confident to challenge inappropriate behaviour at all levels, regardless of rank, role or level.	Ongoing - see launch plan.		
Not detract from the core code.	L&D/Corp Comms/Recruitment	Our Service Values are: We are open, honest and trustworthy; We are courageous in everything we do; We work as one team; We are always professional; We value the contribution of all	Dignity at Work Supporters; Reward & Recognition; Question-sets for recruitment and promotion; Values and Behaviours included in induction for all new joiners	Our Mission and ValuesAbout Us ECFRS Values Induction Video - YouTube	We will undertake a strategic review to identify the gaps and act on.	We will adopt the recommendations set out in the Fire Standards and embed the Code of Ethics into our Code of Conduct. We are not proposing to remove our own values and behaviours in favour of the code.	Core Code and Fire Standards will be included in Induction for all new joiners. Core Code question-sest will be developed to use for all new recruitment and promotions. Training for all colleagues - LearnPro, Workshops and deeper dive sessions. Recognition already aligned to our values -judging criteria to include elements of the Core Code Principles.	Training for all colleagues commencing December through to January.		

SHOULD DO

What is required to meet the standard - SHOULD DO	Input required from?	What does ECFRS do?	How do we do it?	Where is the evidence?	What is the outcome?	What is the gap?	How will we bridge the gap?	When will we bridge the gap?	Date completed by	Evidence of action taken
Encourage its leaders, members of its governing body and employees to demonstrate their commitment to the core code.	CFO & SLT						We will 'Lead from the Top' - our CFO and senior leadership will continue to describe the importance of the Code of Conduct and visibly role model and reinforce the standards. Live Stream, Manager Briefing. Empasis on creating a better environment for colleagues - "Why are we doing it".	Ongoing - see launch plan.		
Provide training and support to help its leaders, members of its governing body and employees to fully apply the core code in their Service.	Learning and Development	We currently have the following courses: Dignity in our workplace awareness. Values and behaviours included in induction for all new joiners. Leadership Program - including positive behaviours module - learning how to build trustworthy, stable and productive environment at work, develop capability to use a positive attitude to deal with difficult or sensitive situations and become adaptable in response to feedback.		Civica Course Attendance and Recording			We will include Learning with particular focus on the Senior Leaders requirement through our development pathways learning. Learn Pro available to everyone. Tools & Support. FAQs.	Ongoing - see launch plan.		
Ensure the attitudes, professional behaviours and conduct within the core code are reflected in policies and procedures that govern how the service manages and supports its workforce.	Employment Policy & Practice	The Policy Review Schedule is in place to support 'Adult to Adult' policy wording that embraces our Service Values. Every policy reviewed is subject to a People Impact Assessment to make sure they do not disproportionately affect any group of colleagues or minorities.	Consult with our recognised trade unions, seek best practice from other FRS & local gov't organisations. Engage with key stakeholders, including staff networks. Working Well Together approach - formal consultation, regular review of policies.	Service policies reviewed since the start of our Working Well Together piece was launched mid-2020.	Working through embedding our Service values in all our policies and processes.	Specific reference to the Core Code.	Inclusion of Code of Ethics reference with policy documents - Dignity at Work, Code of Conduct and Equality & Diversity.	Ongoing - see policy schedule.		
Be able to evidence clear application of the core code by the Service.	HR (Lead People Partners) & Line Managers	Focus groups; Action groups; Employee Networking Groups	Dignity at Work Supporters; Reward & Recognition; Question-sets for recruitment and promotion; Values and Behaviours included in induction for all new joiners	Case numbers (inc formal and informal grievances), whistleblowing data, training courses attendance, inductions attended. Rep body feedback.		To be determined after implementation.	Review to ensure our colleagues continue to understand importance, know how to feedback professionally, assess feedback loops to identify any remaining barriers.	Ongoing - see launch plan.		
Designate a senior leader who is responsible for promoting the core code throughout the Service and ensuring that those working within, on behalf of, the Service understand its contents and what is expected of them.	CFO & SLT	Our People Strategy for 2020-24 is aligned to our Service values, the Fire and Rescue Plan and our Integrated Risk Management Plan, it sets out clear aims and details how we will measure our progress between 2020 and 2024.	Many of the common themes of what colleagues told us during the Everyone Matters exercise have been what we've looked to directly address in the People Strategy.	Through our People Strategy action plan and people survey.	Progress made against the strategy.	To be determined after implementation.	It is recommended that the Director of People Services is the designated leader with responsbility for promoting the Code and ensuring that all those who work for or on behalf of the FRSS know and understand what is expected of them.	Ongoing - see launch plan.		

Code of Ethics | Fire Standards Board

DESIRED OUTCOME

A fire and rescue service that assesses foreseeable fire and rescue related risks in the area of its authority and uses this knowledge to decide how those risks will be mitigated. A service carrying out community risk management planning will:

• Be able to explain how protection, prevention and response activities will be used to prevent fires and other incidents to mitigate the impact of identified risks on its community and firefighters;

• Consult with its stakeholders and communities throughout the community risk management plan's development and at reviews; and

• Create, and be able to evidence, its community risk management plan in line with this structured approach.

EXPECTED BENEFITS OF ACHIEVING THE FIRE STANDARD

a) National consistency in the development of future focused community risk management plans;

b) Greater consistency in the use of data and business intelligence in community risk management planning;

c) Objective, defensible, and transparent resource deployment decisions that target FRS resources in an efficient and effective manner;

d) Improved trust and confidence of FRS staff, communities, fire authorities, and other stakeholders;

e) Improved safety, health and wellbeing of communities; and

f) Community risk management plans that are aligned to, and support the requirements of, external scrutiny and inspection.

LEGAL REQUIREMENTS OR MANDATORY DUTIES

The key legislation, regulation, and duties linked to a Fire and Rescue Service's community risk management planning include:

Fire and Rescue Services Act

Civil Contingencies Act

National Risk Register of Civil Emergencies

Fire and Rescue National Framework for England

Health and Safety at Work Act

LINKED QUALIFICATIONS, ACCREDITATIONS OR FIRE STANDARDS

National Occupational Standard – FF9

GUIDANCE AND SUPPORTING INFORMATION

Detailed guidance and tools regarding each of these components will be available on www.ukfrs,com to support Fire and Rescue Services in the development of their community risk management plans.