



CFRS Weekly Update – 05/12/25

Weekly Update – At a Glance

- Station zoning implementation
- Amendments to Level 3 ORI Template (SSRI) Form 240 and Level 4 Plans ORI Template (Tactical Plan) Form 241
- Businesses engaged following takeaway fire in Egremont
- Reminder following adverse safety event
- Gender Pay Gap Summary 2025
- Supervisory Manager Promotion Process – opening 8 December
- HR Advisor vacancy
- FireWatch: Health and Safety Module – Training dates and change to reporting of adverse safety events
- New Managing Change Policy goes live
- Declaration of 'Gifts & Hospitality' AND 'Contacts with Suppliers' **Please note – this applies to ALL employees**
- Webinars for Local Government Pension Scheme (CORPORATE STAFF ONLY)
- Firefighters' Pension Scheme Bulletin – November 2025

**** Please note that the above information should be shared with all staff on parade.**

Detailed information for each of these headlines can be found below.



Risk Critical / Operational

Station zoning implementation

In July 2022, the International Agency for Research of Cancer (IARC), a branch of the World Health Organisation (WHO), classified the firefighter occupation as being associated with potential increased cancer rates.

This classification further highlights the importance of taking steps to protect ourselves and our colleagues from exposure to fire contaminants.

For the service to manage the known risks associated with fire contaminants to all staff and building users, we will be implementing station zoning.

To do this work, I ask that Supervisory Managers on stations reply to my email requesting a meeting on Teams.

This will be an introduction into the work in ongoing, proposed zones, and discussion of how your staff can take ownership to help the implementation.

It is important we discuss how crews use stations before we make the Zonal Plans.

The purpose of the zoning system on all stations is:

- To contain and mitigate any cross-contamination between the incident ground, appliances, equipment, and the station
- To focus on station management and to reduce the spread of fire contaminants within the station, thus reducing potential exposure to CFRS personnel and other building users
- To support the health and safety of our employees and promote a change in culture

For more information or to arrange a Teams meeting, please email
ryan.irving@cumbriafire.gov.uk

Ryan Irving

Crew Manager, Firefighting Tactics and Contaminants

Amendments to Level 3 ORI Template (SSRI) Form 240 and Level 4 Plans ORI Template (Tactical Plan) Form 241

Following a full review of these forms, please find below the new amended SSRI and Tac 4 Plan templates.

These forms have replaced the previous forms and should be used from now on when completing a new SSRI/Tactical Plan or undertaking a review.

Note: It is not necessary to re-submit all the existing plans onto either of these new templates. As mentioned, only use when completing a new SSRI/Tactical Plan or undertaking a review. The forms can be found on SharePoint under service forms.

LEVEL 3 OPERATIONAL RISK INFORMATION	
INITIAL CONSIDERATIONS	
NAME & ADDRESS OF SITE	
TRADE, BUSINESS OR USE	
LIFE RISK	
DAY:	
NIGHT:	
BUILDING EVACUATION STRATEGY (if applicable)	
ACCESS INFORMATION (Codes, Doors, Gates, Keys etc)	
PRIMARY HAZARDS Hazardous Processes, Chemicals, gases, Flammables, Firefighter Hazards etc.	
<ul style="list-style-type: none"> 	
CONTACT INFORMATION / SPECIALIST ADVICE	
WATER SUPPLIES	
Nearest Hydrant	
Open Water	
ISOLATION POINTS	
ELECTRIC	
GAS	
WATER	
KEY CONSIDERATIONS Vulnerable Persons, Fire safety Measures installed etc.	

Form 240

CONTINUATION OF LEVEL 3 OPERATIONAL RISK INFORMATION	
ADDITIONAL HAZARDS	RISKS
<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
CONTROL MEASURES	
<ul style="list-style-type: none"> 	
OPERATIONAL CONSIDERATIONS	
<ul style="list-style-type: none"> 	
ENVIRONMENTAL CONSIDERATIONS	
<ul style="list-style-type: none"> 	
CONSTRUCTION DESCRIPTION	
<ul style="list-style-type: none"> 	
FIXED INSTALLATIONS	
<ul style="list-style-type: none"> 	

Form 240

FIRE FIGHTING MEDIUM	
• • •	
UNIQUE PROPERTY REFERENCE NUMBER (UPRN) & GRID REFERENCE REQUIRED FOR CATEGORY 3 PREMISES ON VMDs	
UPRN:	
GRID REFERENCE:	
EDI – ARE THERE ANY EDI IMPLICATIONS RELATIVE TO THIS SITE? (e.g., people with disabilities, people who speak a different language etc.)	
DOCUMENTATION OWNER (LCU SM)	
DOCUMENT DATE & COMPLETED BY (please print name)	
COMPLETED BY:	DATE:

The main changes include a revised front page which contains the ‘Initial Considerations’ to assist crews with some of the more immediate/risk critical information they may require when attending an incident at a risk site.

The remainder of the form (pages two and three) is a continuation of the information required to complete a full SRRI as per the previous document.

The same changes have been applied to the Level 4 Tactical Plan, form 241, see below.

LEVEL 4 OPERATIONAL RISK INFORMATION	
INITIAL CONSIDERATIONS	
NAME & ADDRESS OF SITE	
TRADE, BUSINESS OR USE	
LIFE RISK	
DAY:	
NIGHT:	
BUILDING EVACUATION STRATEGY (if applicable)	
ACCESS INFORMATION (Codes, Doors, Gates, Keys etc)	
PRIMARY HAZARDS Hazardous Processes, Chemicals, gases, Flammables, Firefighter Hazards etc.	
• • •	
CONTACT INFORMATION / SPECIALIST ADVICE	
WATER SUPPLIES	
Nearst Hydrant	
Open Water	
ISOLATION POINTS	
ELECTRIC	
GAS	
WATER	
KEY CONSIDERATIONS Vulnerable Persons, Fire safety Measures Installed etc.	

Form 240

CONTINUATION OF LEVEL 4 OPERATIONAL RISK INFORMATION	
ADDITIONAL HAZARDS	RISKS
• • •	• • •
CONTROL MEASURES	
• • • •	
OPERATIONAL CONSIDERATIONS	
• • •	
ENVIRONMENTAL CONSIDERATIONS	
• • •	
CONSTRUCTION DESCRIPTION	
• • •	
FIXED INSTALLATIONS	
• • •	

Form 240

FIRE FIGHTING MEDIUM	
<ul style="list-style-type: none"> • • • • 	
UNIQUE PROPERTY REFERENCE NUMBER (UPRN) & GRID REFERENCE REQUIRED FOR CATEGORY 3 PREMISES ON VMDs	
UPRN:	
GRID REFERENCE:	
EDI – ARE THERE ANY EDI IMPLICATIONS RELATIVE TO THIS SITE? (e.g., people with disabilities, people who speak a different language etc.)	
DOCUMENTATION OWNER (LCU SM)	
DOCUMENT DATE & COMPLETED BY (please print name)	
COMPLETED BY:	DATE:

To complete any additional Water Plans, Foam Plans, Evacuation Plans, etc. as required as part of the overall Level 4 Tactical Plan, there is no change and form 242 should still be used for this purpose.

Paul Dean

Station Manager, Operational Planning

Businesses engaged following takeaway fire in Egremont



Following a recent fire at a takeaway in Egremont town centre, our Fire Protection team and firefighters from Whitehaven White Watch took the opportunity to step out on Main Street and engage with other businesses about fire safety.

- 38 businesses received safety advice on reducing fire risks
- Four Operational Business Engagements completed
- One audit of a business was arranged to be completed at a later date

Supporting recovery and reassuring our communities following an incident is just as important as response, and engaging with local businesses has a huge impact in preventing future fires, keeping our county safe.

Reminder following adverse safety event

Following a recent adverse safety event and with the support of the Fire Brigades Union, please can all personnel refrain from parking vehicles under the canopies on our PFI stations and any other station where we have a BA compressor room and/or a BA maintenance room.

This also supports compliance with your station traffic management risk assessments where designated parking areas are highlighted.

During the cleaning of appliances, please ensure the engines are turned off, and when appliances are parked outside for charging please turn the engine off at the earliest opportunity.

Martin Slack

Group Manager, Service Delivery – Cumberland



Equality, Diversity and Inclusion

Gender Pay Gap Summary 2025

We are pleased to be able to share our most recent gender pay gap report – this is available on our website [here](#).

Please take a few minutes when you can to understand the steps that the service is taking to promote fairness, equality and opportunity for everyone.

The report helps us to track progress and focus efforts on continuing to close the gap and be more inclusive.

Should you have any questions, please don't hesitate to reach out to the HR team at hr@cumbriafire.gov.uk and we will be happy to help.

Jemma Taylor and Helen Clark

HR Managers



Vacancies

Supervisory Manager Promotion Process – opening 8 December

If you are interested in applying for the role of Crew or Watch Manager, **the Supervisory Managers Promotion Process will open on Monday 8 December 2025.**

Successful candidates in this process will be eligible for positions across all duty systems, on-call and wholetime.

If you are currently in an 'eligible permanent' or 'eligible substantive' pool for a Supervisory Manager role having attended the last process, you will need to re-apply and be successful in this process.

****A second **on-call only** focused process will open on **Monday 5 January 2026**, with interviews planned for the week commencing **Monday 23 February 2026**, for those who are only interested positions on their on-call station. The on-call only process is designed to be more accessible to on-call staff. If this is you then you **do not need to apply to the process opening on Monday 8 December 2025**, but you can if you wish.****

Eligibility

- To be eligible to apply for Crew Manager positions you will need to currently hold the post of competent Firefighter
- To be eligible to apply for Watch Manager positions you will need to currently hold the post of competent Crew Manager and hold a current Incident Command Level 1 skill

For all roles a proof of competency will be required.

How to apply

Join one of our engagement sessions to learn more about the role and requirements.

Apply via the correct role application form on the CFRS Vacancies webpage:

cumbriafire.gov.uk/leadership-vacancies

The application form will require you to give answers to four questions that are linked to the NFCC Leadership Framework – there is a 300-word limit for **EACH** question.

The application process will close at midnight on Sunday 11 January 2026.

Engagement session

- Session 1 – Tuesday 16 December 2025, 6pm–7pm
- Session 2 – Thursday 8 January 2025, 6pm–7pm

For further information

Either speak to or email:

Katie Norman

Resourcing and Talent Advisor

katherine.norman@cumbriafire.gov.uk

07917 515892

Colin Wright

Group Manager

colin.wright@cumbriafire.gov.uk

07825 340313

HR Advisor

Salary: £38,220–£39,125

Hours: 37 hours per week. We support part-time working, job shares and other flexible options – these can be discussed at interview.

Contract: Fixed term (to end October 2026)

Location: CFRS HQ Penrith and home working

Closing date: Midnight, Sunday 4 January 2026

Interviews: Interviews will be held in-person on Wednesday 14 January 2026 at CFRS HQ Penrith

This post requires a Standard DBS Check

Find out more and apply: [CFRS0172 – HR Advisor | Cumbria Fire & Rescue Service](#)



Other

FireWatch: Health and Safety Module – Training dates and change to reporting of adverse safety events

The FireWatch Health and Safety Module is due to go live in the service on Monday 12 January 2026.

In preparation of this the following training dates have been arranged for all Group Managers, Station Managers and wholetime / day crew / department Watch Managers – **if you fall into one of these groups you must attend a session.**

Invites to sessions have been sent out to calendar. If you are unable to attend, please email Joanne.Cullen@cumbriafire.gov.uk

User guides and videos will be released later this month.

Station Managers / Wholetime Watch Managers

Monday 8 December at 10am – Watch / Station Managers – [Join the meeting now](#)

Friday 12 December at 10am – Watch / Station Managers – [Join the meeting now](#)

Joanne Cullen

Project Delivery Lead, Fire Transition team

Reporting of adverse safety events

Please note that we are currently using SharePoint forms to temporarily replace recording of adverse safety event investigations in the now obsolete eSafety.

These will be replaced by recording ASE investigations in FireWatch on the go-live date in January.

The need to report all ASEs to Fire Control remains and will still remain once FireWatch is live.

Duncan Taylor

Health and Safety Manager

New Managing Change Policy goes live

Please note that the updated [Managing Change Policy](#) and corresponding appendices are now live on the [Managing Change, Reshaping and Internal Consultations](#) section of the HR website pages.

This is a policy which has recently been updated so it now focuses solely on the service.

This policy is to be used by managers who are carrying out organisational change which may or may not include structural changes.

It is important that a consistent approach is applied to all organisational change to ensure they are fair and fully consulted on.

Some examples of organisational change are, but not limited to:

- Station/watch changes
- Technological changes/improvements
- Restructuring the workforce

If you are working on a project of organisational change and would like some advice on successfully applying the policy, please contact HR@cumbriafire.gov.uk to be assigned an advisor.

Emily Grey

HR Advisor

Declaration of 'Gifts & Hospitality' AND 'Contacts with Suppliers'

****Please note – this applies to ALL employees****

This information is being circulated on a quarterly basis. Please note that this is a friendly reminder for all employees to complete if applicable.

As part of the Joint Corporate Governance Framework, the financial regulations set out that the Chief Fire Officer has a responsibility “to foster a culture that will not tolerate fraud and corruption” and “to adopt and maintain effective anti-fraud, anti-corruption and anti-money laundering arrangements.”

This includes having policies to capture the receipt of gifts and hospitality over the value of £25 by any senior officers and all employees including where gifts and hospitality have been declined.

In addition, for similar reasons we are seeking to capture contacts by senior officers and all employees who have had communication with current or potential suppliers or contractors.

For example, it might be that an officer/employee has met informally/attended a visit or seminar hosted by a potential supplier.

We would use the information to consider the appropriateness of that officer/employee being involved in a procurement process where the supplier may be a potential bidder.

This is to help us demonstrate that we have a process to ensure independence around procurement.

This is **not** meant to capture ‘normal day business’ of contacting suppliers to raise orders and query supplies, etc.

The registers are held on CFRS SharePoint and can be accessed via the below link:

[Fire Hub - Service Forms - Series 1000 Forms](#)

Or via these specific links:

 [Gifts & Hospitality register](#)

 [Supplier Contacts register](#)

Please complete these registers following **any** occurrence of a reportable gift, hospitality or supplier contact as the year progresses to avoid having to recall them in a block at year end.

Please think back to **January 2025** and record any instances back to then, which was when this was first raised as an audit requirement.

Can managers who have team members who are unable to access the SharePoint links above please highlight this audit requirement to them and facilitate the completion of the form on their behalf when needed.

As part of the CFRS statutory accounts, details of our anti-fraud and corruption procedures are published and to maximise completeness we will circulate a reminder to complete these registers on a quarterly basis.

Emma Brough

Finance Officer

Webinars for Local Government Pension Scheme (CORPORATE STAFF ONLY)

December is here and so are your exclusive My Money Matters webinars – your opportunity to gain more insight into your pension and retirement saving options. Simply click your preferred date to book your slot before they run out!

What you need to know about the Autumn Budget

What was announced during the Budget and how will it affect you and your retirement savings? We'll give you low-down.

Dates: [December 8th](#) or [December 9th](#)

As a member of the Local Government Pension Scheme, My Money Matters want to help you understand your pension and ways to help you save more for your future in the below webinars.

How to retire early and with more money

Learn how you could potentially retire early by building your pension pot with a Shared Cost AVC, and retiring with confidence.

Dates: [December 9th](#) or [December 17th](#)

Understanding the LGPS

Learn how the Local Government Pension Scheme works, and gain insight into your pension and tax-efficient saving options available to you.

Dates: [December 12th](#) or [December 18th](#)

If there's another topic you'd like to learn about, My Money Matters also cover webinars on Wills, how to lower your car insurance and Inheritance Tax. Book your slot on the [My Money Matters platform](#).

Jemma Taylor and Helen Clark

HR Managers

Firefighters' Pension Scheme Bulletin – November 2025

Please be advised that the new issue of the Firefighters' Pension Scheme Bulletin 99 for November 2025 is available to view: [FPS Bulletin](#)

Melissa Taggart

HR and Pensions Development Assistant

To have your news included in this section please email:

CFRS.update@cumbriafire.gov.uk

