



CFRS Weekly Update – 29/5/26

Weekly Update – At a Glance

- ▶ Tyre defects
- ▶ Form 420 – Risk Assessment Form
- ▶ Bar-coding changes for PPE
- ▶ Programme of works to replace Fire HQ air conditioning system
- ▶ Don't miss out on UK FirePRIDE Conference 2026
- ▶ Join Fire Fighters Charity as a Company Member
- ▶ Milnthorpe Medal Presentation
- ▶ Brightwells Auction – Vehicle Listing and Registration Information
- ▶ Updated Absence and Wellbeing Meeting letter templates
- ▶ Joint effort makes Workington open day a hit
- ▶ Firefighters' Pension Scheme – Update to Contribution Rates (from 1 April 2026)
- ▶ Declaration of 'Gifts & Hospitality' AND 'Contacts with Suppliers' **Please note – this applies to ALL employees**

**** 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

Tyre defects

Please be reminded that CFRS has an agreement with Westmorland and Furness Council's Fleet Services for out-of-hours mechanic support, including tyre replacement.


If a defective or punctured tyre is identified, the on-duty mechanic will either replace it using a station spare or arrange an approved local provider.

Contact details for the duty mechanic are held by the on-duty GM.

Technical and Fleet Services team

Form 420 – Risk Assessment Form

Please be aware the Form 420 – Risk Assessment has been updated and is available on SharePoint under:

Service Documents > Service Forms > Forms 400 Health and Safety –  [Risk Assessment Form.docx](#)

Please can we ask anyone completing document reviews that contain Risk Assessments to make sure that you transfer the RA into the new form, otherwise we will return this to you to complete.

Ops Intel team

Bar-coding changes for PPE

When new PPE (e.g., tunics or leggings) is requested, the Stores team will contact ELLIS to arrange allocation and barcoding.

Stores will then send items directly to you to reduce delivery time.

Initially, PPE will be barcoded to HQ – Stores but after the first clean, ELLIS will scan and update the barcode to reflect the individual and location.

Technical and Fleet Services team

Programme of works to replace Fire HQ air conditioning system

The heating, ventilation, and air conditioning system at CFRS HQ Penrith is set to be replaced over the course of a 16-week programme, with the first work starting next week.

The work will be completed in phases and there will be some disruption to staff working from HQ while work is happening – meetings will take place with all teams who will be affected ahead of the work in your area of the building.

Work will begin with ground-floor rooms, with the following dates throughout June:

- ▶ PE72 Youth Activities/Lecture – **1/2 June**
- ▶ PE88 Petteril Room – **4/5 June**
- ▶ PE88a Petteril Room Office – **4/5 June**

- ▶ PE72a Youth Activities Office – **8/9 June**
- ▶ PE88a Lowther Room / Tech Services – **8/9 June**
- ▶ PE88b Eamont Room / Tech Services – **11/12 June**
- ▶ PE88c Lowther Room mini-room – **11/12 June**
- ▶ PE39 L&D Office – **11/12 June**

- ▶ PE11a Foyer – **15/16 June**
- ▶ PE27 BA Classroom – **15 and 18 June**

- ▶ PE08 Fire Kit/Dressing Area – **16/17 June**
- ▶ PE10 Watch Room – **18/19 June**
- ▶ PE11 Reception/General office – **19–22 June**

- ▶ PE12 Photocopy Room – **22 June**
- ▶ PE80 Comms Room – **22 June–3 July**
- ▶ PE14 Watch Managers' Office – **23/24 June**
- ▶ PE81/82 Equans Office Store – **25/26 June**
- ▶ PE65 Rec/TV/Resting Room – **25/26 June**

- ▶ EPU Room – **29/30 June**
- ▶ PE24 Control Room 1 and 2 – **29/30 June**
- ▶ PE25a Office – **30 June**
- ▶ PE34 hot desk 2 – **30 June**

We would encourage you to speak with your line manager about the best way to manage where you work on the date(s) that your area of work will be affected.

As part of this work, a large crane will be on site at CFRS HQ Penrith on Friday 5 June 2026 to replace the air conditioning units located on the roof. The crane will be positioned at the top of the visitors' car park (please refer to the diagram below) and will be in operation between 8am and 2pm.

During this time, we kindly ask that all building users and visitors enter and exit the car park via the staff main gate. Both side gates of the car park will be open to assist with traffic flow.

We appreciate that any disruption is not ideal and apologise for any inconvenience cause. This work is necessary and we have worked with the contractor to minimise the disruption as much as possible.

Assistant Chief Fire Officer – Service Delivery

Join Fire Fighters Charity as a Company Member

EXTERNAL VACANCY

Fire Fighters Charity is seeking past and present fire service personnel to participate in its governance.

As a Company Member, you will attend its Annual General Meeting (AGM) and cast your vote on key decisions in the best interests of the charity's future. Ideally, Company Members will bring a diverse range of perspectives and experiences from the fire service across the UK.

If you have a genuine interest in the charity and can commit to undertaking the key duties of the role, please apply online at

firefighterscharity.org.uk/companymember

The closing date is **Monday 22 June 2026**.

If you have any questions please email

companysecretary@firefighterscharity.org.uk

Fire Fighters Charity



Other

Milnthorpe Medal Presentation





It was an honour and a pleasure, alongside Dave Love, Area Manager – Service Delivery, to attend the medal presentation at Milnthorpe Fire Station on Tuesday evening.

The event recognised outstanding long service, with Craig Atkinson celebrating 20 years and Dave Johnston 30 years of dedicated commitment. Both Dave and Craig are highly respected members of the team at Milnthorpe and across the wider fire and rescue service.

Behind every firefighter is a family who supports them and shares in the sacrifices. It was wonderful to see those closest to them in attendance – Dave's wife Lisa and daughter Phoebe, along with Craig's wife Laura and sons William and Jamie – all there to celebrate these remarkable achievements.

Thank you to all, past and present, who attended and helped make the evening so special.

Jamie Coward

Group Manager – Service Delivery (Westmorland and Furness BCU)

Brightwells Auction – Vehicle Listing and Registration Information

The following ex-service vehicles will be included in the upcoming Brightwells auction, which **opens on Thursday 4 June** and **closes on Friday 5 June**:

- ▶ **PO56 ABX** – Land Rover Defender 110
- ▶ **PO56 ABZ** – Land Rover Defender 110
- ▶ **PX57ETJ** – Land Rover Defender 130
- ▶ **PX57AHP** – Iveco Daily 65C18

Registration for the auction opens at **10am on Wednesday 3 June**. You can access the catalogues via [brightwells.com](https://www.brightwells.com).

Once on the site:

1. Select either the *Car* or *Commercial* catalogue.
2. Click the **Register Now** button at the top of the page.
3. Follow the registration steps. A **£1,000 deposit** is required to bid (fully refundable if no purchase is made).

Anyone intending to bid is encouraged to complete registration on **Thursday 4 June**, allowing time to resolve any potential issues before the sale closes. Moving forward, information will be available on SharePoint under Technical and Fleet Services:

[**Vehicle Disposal**](#)

Technical and Fleet Services team

Updated Absence and Wellbeing Meeting letter templates

The HR team have updated the former absence management meeting letter templates which are now live to use on the [Absence and Wellbeing for All Staff](#) page of the CFRS website.

These letters should now be clearer and easier to fill in for each meeting that takes place. Please can we remind those completing these letters to go through them thoroughly and, where prompted with red text, appropriate and case specific detail is included and then all text is changed to the colour black.

We encourage all managers carrying out absence management meetings to send the draft versions of the letters to be sent to HR@cumbriafire.gov.uk to be proofread and consistency checked before they are sent to the individual.

All final versions of the letters then need to be sent to HR as well for personnel filing along with all self-certification forms, medical fit notes and return to work forms.

If you need any advice at all on managing sickness absence, please do not hesitate to reach out to HR@cumbriafire.gov.uk.

Emily Grey

HR Advisor

Joint effort makes Workington open day a hit

Workington Fire Station's latest open day took place on Saturday, with Blue Watch from Workington and Whitehaven fire stations, Workington on-call firefighters, and the Fire Cadets units from both stations working together throughout the day to deliver RTC demonstrations, as well as fire hose trucks and a bouncy castle around station, and raffles and other games set up to keep people entertained.

We also had brilliant support from HM Coastguard, Maryport Rescue, Cumbria Police, Andy's Man Club, Eagle Catering and The Cumbria Whippy Man.

It was a great effort by all who helped out throughout the day and all of this helped us to raise a fantastic £617.25 on the day, with more still to come via the card machine.



Phil Sharples

Watch Manager – Blue Watch, Workington/Whitehaven

Firefighters' Pension Scheme – Update to Contribution Rates (from 1 April 2026)

From 1 April 2026, the pension contribution rates and bandings for the Firefighters' Pension Scheme have changed. The updated contribution table is shown below:

Fire Pension Contribution Bandings (from April 2026)

- ▶ Up to £36,130 – 11.09 per cent
- ▶ £36,131 to £45,407 – 12.59 per cent
- ▶ £45,408 to £66,908 – 14.09 per cent

- ▶ £66,909 to £190,691 – 15.59 per cent
- ▶ £190,692 and above – 17.09 per cent

What else has changed?

In addition to the new rates and bandings, the assessment method has also been updated. Previously, contribution rates were based on a member's whole-time equivalent salary. For example, an On-Call Watch Manager would be assessed at the same rate as a Wholetime Watch Manager.

From 1 April 2026, contributions are now assessed using actual earnings. This means many on-call members will fall into the lowest contribution band.

April payroll correction

Due to a delay in implementing the new bandings within the service centre, April 2026 pension contributions were calculated using the previous rates. The correct rates have been applied from May 2026.

An adjustment has also been made in May to refund or recover any difference owed for April.

Who is likely to receive a refund?

In many cases, this will result in a refund for:

- ▶ Wholetime firefighters
- ▶ Crew Managers
- ▶ Watch Manager (Development)
- ▶ All on-call employees

If a recovery is required instead, you will receive an email confirming your new contribution rate and the amount to be recovered for April.

We apologise for any inconvenience this may cause and appreciate your understanding. If you have any questions or need further clarification, please contact FirePensions@Cumbriafire.gov.uk.

Simon Long

Three Teams Climb Three Peaks fundraiser for Fire Fighters Charity

This weekend a group of Oxfordshire FRS firefighters and support staff will be visiting our county as part of their Three Peaks Challenge – climbing Ben Nevis, Scafell Pike and Snowdon in memory of Martyn, Jennie and Dave, one year on from the tragic events at Bicester Motion – and raising money for the Fire Fighters Charity.

To find out more and support them click here: <https://www.justgiving.com/page/3-teams-3-peaks>

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

To have your news included in this section please email:

CFRS.update@cumbriafire.gov.uk

Our Code of Ethics



Putting our
communities
first



Dignity and
respect



Equality,
diversity and
inclusion



Integrity



Leadership

