

COMMUNITY VOLUNTEERS POLICY**REPORT OF THE CHIEF FIRE OFFICER****For Approval****1. PURPOSE OF REPORT**

- 1.1 To seek approval of the Authority's Community Volunteers Policy attached as Appendix 1.

2. RECOMMENDATION

- 2.1 To approve the Authority's Community Volunteers Policy attached as Appendix 1.

3. BACKGROUND

- 3.1 For some time now, the Brigade has been considering the re-introduction of a Community Volunteer Scheme, following the cessation of the previous CFB Volunteer Network in 2020.
- 3.2 An options appraisal has previously been presented to the ELT on a range of models to implement the use of community volunteers. Following the approval of the recommendation to commission a third-party organisation to manage the use of volunteers, further work was initially undertaken to establish working arrangements and the scope of work to be delivered. As the working arrangements were developed, further financial details were received of the costs associated with commissioning a volunteer manager to arrange the aspects of work to support Cleveland Fire Brigade. A review of the costs and the anticipated timelines associated with their introduction indicated the benefits of changing direction and managing the use of volunteers from existing staff and arrangements within the organisation.

4. COMMUNITY VOLUNTEERS POLICY

- 4.1 The Community Volunteer Policy, attached as Appendix 1, has been established to recognise the diverse range of skills, perspectives and enthusiasm that volunteers can bring to an organisation, whilst presenting opportunities to the volunteers and the achievement of corporate objectives.

- 4.2 The Policy describe the arrangements, based on the needs of the organisation and Heads of Service to recruit volunteers, volunteer agreements and opportunities to provide ongoing support and the provision of information through a comprehensive volunteer handbook.
- 4.3 The Authority's role is presented at Section 2 and includes:
- Advocating volunteering throughout the communities of Cleveland;
 - Supporting the use of volunteers to deliver community services by Cleveland Fire Brigade.
- 4.4 The Head of Prevention has overall responsibility for the scheme to ensure that it remains within the cost envelope; and is also responsible for coordinating the scheme to ensure the right volunteers are utilised in the appropriate areas. This is coordinated alongside the respective Head of Service who has requested the volunteer/s.
- 4.5 The Fire Brigade's Union and UNISON have been consulted on this Policy and Procedure and to date no issues have been raised.
- 4.6 An Equality Impact Assessment has been undertaken on the implementation of this and no issues have been identified that would negatively impact any protected characteristic group.

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