

Appendix A – List of ARAs

Reference	Description	Applicable to	Annual Amount	Appendix
ALPT	Aerial Ladder Platform Trainer	Hampshire	£265.00	B1
BAT	Breathing Apparatus Trainer	Hampshire	£265.00	B1
IECT	Immediate Emergency Care Trainer	Hampshire	£265.00	B1
FTT	Fitness Training Trainer	Hampshire	£265.00	B1
SWAHT	Safe Working at Height Trainer	Hampshire	£265.00	B1
MDT	Mass Decontamination Trainer	Hampshire	£265.00	B1
RTCT	Road Traffic Collision Trainer	Hampshire	£265.00	B1
FLT(32)	Foam Loader Trainer (Station 32 only)	Hampshire	£132.00	B1
CIO	Community Inclusion Officer	Hampshire	£165.00	B2
SA	Service Assessor	Hampshire	£215.00	B3
SV	Service Verifier	Hampshire	£265.00	B4
CORES	Co-Responder	Hampshire	£315.00	B5
HAZMAT	Hazardous Materials	Hampshire	£315.00	B6
HAZ/DIM	Hazardous Materials & Detection/ Identification & Monitoring Vehicles	Hampshire	£315.00	B7
MRT	Maritime Response Team	Hampshire	£265.00	B8
MTA	MTA Specialist Responder	Hampshire	£270.00	B9
HVP/WR	High-Volume Pump/Water Rescue	Isle of Wight	£250.00	C1
AR	Animal Rescue Instructor	Isle of Wight	£250.00	C2
MD	Mass Decontamination	Isle of Wight	£250.00	C3
MH	Manual Handling Instructor	Isle of Wight	£250.00	C4
HVPi	HVP Instructor	Isle of Wight	£250.00	C5

RR	Rope Rescue Instructor	Isle of Wight	£250.00	C6
WRi	Water Rescue Instructor	Isle of Wight	£250.00	C7
AI	Aerial Instructor	Isle of Wight	£250.00	C8
NVQa	NVQ Assessor (below Watch Manager)	Isle of Wight	£250.00	C9

Appendix B – ARAs for Hampshire based staff

Firefighter Trainer		Appendix B1																														
Activity:	Delivery of watch/station-based training and assessment in the following areas: <ul style="list-style-type: none"> • Aerial Ladder Platform Trainer (ALPT) • Breathing Apparatus Trainer (BAT) • Immediate Emergency Care Trainer (IECT) • Fitness Training Trainer (FTT) • Safe Working at Height Trainer (SWAHT) • Mass Decontamination Trainer (MDT) • Maritime Response Team (MRT) • Road Traffic Collision Trainer (RTCT) • Foam Loader Trainer (FLT(32)) 																															
ARA Owner:	The Service Academy																															
Responsible Manager:	Station Manager																															
ARA Amount:	<ul style="list-style-type: none"> • Foam Loader Trainer (Station 32 only): £132.00 • For all others: £265.00 																															
Number of ARAs:	As determined by the ratios set out below																															
Details/Conditions:	<p>The following ratios will be applied to determine the number of instructors per watch/station:</p> <table border="0"> <thead> <tr> <th>WDS Firefighter Instructors</th> <th>Workbase Numbers</th> </tr> </thead> <tbody> <tr> <td>Breathing Apparatus Trainer</td> <td>FTE 1:5 ratio</td> </tr> <tr> <td>Road Traffic Collision Trainer</td> <td>FTE 1:5 ratio</td> </tr> <tr> <td>Safe Working at Height Trainer</td> <td>FTE 1:5 ratio</td> </tr> <tr> <td>Fitness Training Trainer</td> <td>x1 per Watch/Crew</td> </tr> <tr> <td>Immediate Emergency Care Trainer</td> <td>x1 per Watch/Crew</td> </tr> <tr> <td>Aerial Ladder Platform Trainer</td> <td>x2 per Watch/Crew</td> </tr> <tr> <td>Foam Loader Trainer (Station 32 only)</td> <td>2 per station</td> </tr> <tr> <td>Incident Response Unit Trainer</td> <td>x1 per Watch/Crew</td> </tr> <tr> <td colspan="2">On-call Firefighter Instructors*</td> </tr> <tr> <td>Breathing Apparatus Trainer</td> <td>1:5 ratio</td> </tr> <tr> <td>Road Traffic Collision Trainer</td> <td>1:5 ratio</td> </tr> <tr> <td>Safe Working at Height Trainer</td> <td>x1 per On-call Section</td> </tr> <tr> <td>Fitness Training Trainer</td> <td>x1 per On-call Section</td> </tr> <tr> <td>Immediate Emergency Care Trainer</td> <td>x1 per On-call Section</td> </tr> </tbody> </table> <p>*Calculations are for FTE on On-call Section</p>		WDS Firefighter Instructors	Workbase Numbers	Breathing Apparatus Trainer	FTE 1:5 ratio	Road Traffic Collision Trainer	FTE 1:5 ratio	Safe Working at Height Trainer	FTE 1:5 ratio	Fitness Training Trainer	x1 per Watch/Crew	Immediate Emergency Care Trainer	x1 per Watch/Crew	Aerial Ladder Platform Trainer	x2 per Watch/Crew	Foam Loader Trainer (Station 32 only)	2 per station	Incident Response Unit Trainer	x1 per Watch/Crew	On-call Firefighter Instructors*		Breathing Apparatus Trainer	1:5 ratio	Road Traffic Collision Trainer	1:5 ratio	Safe Working at Height Trainer	x1 per On-call Section	Fitness Training Trainer	x1 per On-call Section	Immediate Emergency Care Trainer	x1 per On-call Section
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	<p>Payment of these ARAs will be made to firefighters undertaking additional trainer activities as required by the Academy.</p> <p>ARAs will only be paid where the station/watch undertakes the relevant activity.</p> <p>Station Managers will manage the distribution of instructor’s qualifications across their stations/watches. The overall number of ARAs paid will be maintained within the ratios/numbers set out above.</p> <p>Firefighter Instructors may hold a maximum of two instructor qualifications. The Service will recognise the second qualification which will be paid at additional 50% of the ARA level (i.e., total of 1.5 ARA to a firefighter undertaking two instructor qualifications).</p> <p>A Firefighter Instructor with dual WDS/On-call contract may receive separate ARA payments for undertaking training activities within both contracts. They may hold a maximum of 3 trainer ARAs in both their On-call and WDS roles and the second ARA in each role will be paid at 50% (see 3 above).</p>
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Community Inclusion Officer (CIO)		Appendix B2
Activity:	Carrying out the duties of the CIO for a WDS Station	
ARA Owner:	Service Delivery	
Responsible Manager:	Station Manager	
ARA Amount:	£165.00 per annum	
Number of ARAs:	One CIO per WDS watch/crew	
Details/Conditions:	<p>Payment of this ARA made to the employees undertaking the duties of the CIO for a WDS station.</p> <p>The CIO will be an advocate for Inclusion. They will support the station to mainstream subjects and activities which promote and aid an inclusive culture. They will also pro-actively engage and encourage effective working relationships with under-represented and diverse groups/organisations and charities within the local community. A CIO will be required to undertake the responsibilities set out within the CIO Job Description.</p> <p>A maximum of 4 CIOs per WDS station can receive the allowance. The Station Manager will agree the distribution of CIOs across watches/crewing arrangements. If required, requests for additional CIOs will be made to the Inclusion Team in the first instance.</p>	

Service Assessor (SA)	Appendix B3
Activity:	Undertaking assessment for accredited qualifications
ARA Owner:	The Service Academy
Responsible Manager:	Training Assurance and Learning Technology Lead (Academy)
ARA Amount:	£215.00 per annum
Number of ARAs:	Up to 50 Assessors – allocation identified by the Academy
Details/Conditions:	<p>Payment of this ARA will be made to those employees undertaking assessment of accredited qualifications, where this is required as an activity outside of their role map.</p> <p>To receive the ARA, an employee must have one or more of the following qualifications:</p> <ul style="list-style-type: none"> • D32/D33 – Assess candidate performance and Assess candidate using different sources of evidence, or • A1 – Assessing candidates using a range of methods, or • TAQA Units 1 & 2 (Award), or • TAQA Units 1 & 3 (Award), or • TAQA Units 1,2 & 3 (Certificate). <p>In addition to the qualification(s) above, assessors will be required to:</p> <ul style="list-style-type: none"> • maintain competence within the role/skill that they assess • regularly attend Standardisation meetings (for Vocational qualifications). <p>The number and distribution of Service Assessors will be managed by the Academy to meet the needs of the Service.</p>

Service Verifier (SV)		Appendix B4
Activity:	Undertaking verification for accredited qualifications	
ARA Owner:	The Service Academy	
Responsible Manager:	Training Assurance and Learning Technology Lead (Academy)	
ARA Amount:	£265.00 per annum	
Number of ARAs:	Up to 20 Verifiers – allocation identified by the Academy	
Details/Conditions:	<p>Payment of this ARA will be made to those employees undertaking verification of accredited qualifications where this is required as an activity outside of their role map.</p> <p>To receive the ARA, an employee must have one or more of the following qualifications:</p> <ul style="list-style-type: none"> • D34 – Internally verify the assessment process, or • V1 – Conducting internal quality assurance of the assessment process, or • TAQA Units 4 & 5 (Award), or • TAQA Units 4, 5 & 6 (Certificate). <p>In addition to the qualification(s) above, verifiers will be required to:</p> <ul style="list-style-type: none"> • maintain competence within the role/skill that they verify • regularly attend Standardisation meetings (for Vocational qualifications). <p>The number and distribution of Service Verifiers will be managed by the Academy to meet the needs of the Service.</p>	

Co-Responder (CORES)		Appendix B5
Activity:	Undertaking the activities of a co-responder as part of the Service Co-Responder Scheme.	
ARA Owner:	Service Delivery	
Responsible Manager:	Co-Responder Manager	
ARA Amount:	£315.00 per annum (funded by SCAS)	
Number of ARAs:	As determined by the Co-Responder Manager and in agreement with South Central Ambulance Service (SCAS)	
Details/Conditions:	<p>Payment of this ARA will be made to employees undertaking the activities of a Co-Responder as part of the Service Co-Responder Scheme.</p> <p>To receive the ARA, an employee will provide Co-Responder cover on one of the following schemes:</p> <ul style="list-style-type: none"> • On-call Scheme – the Co-Responder will take the vehicle to their home/work and respond immediately to Co-Responder calls • Positive Hours Scheme – the Co-Responder will be available for an agreed period to respond to Co-Responder calls. <p>Additionally, the employee must:</p> <ul style="list-style-type: none"> • hold the Immediate Emergency Care MOC qualification and maintain the qualification in date • have a current Disclosure Barring Service (DBS) Enhanced certificate with Adult and Children Lists checked • hold a current Service Light Vehicle non-emergency driving or Emergency Response Driver qualification for light vehicles • provide a minimum of 25 hours of cover per month on the Co-Responder section • use communications equipment provided by SCAS. <p>Any financial review of the Co-Responder ARA must be undertaken in conjunction with South Central Ambulance Service to allow consideration of their financial impacts.</p>	

Hazardous Materials & Environmental Protection (HAZMAT)		Appendix B6
Activity:	Responding to hazardous materials and environmental incidents to provide specialist advice.	
ARA Owner:	Service Delivery	
Responsible Manager:	Station Manager – Hazmat/DIM/CBRN(e)/Environmental Protection/FIFRO	
ARA Amount:	£315.00 per annum	
Number of ARAs:	Up to 12 for the Service	
Details/Conditions:	<p>Payment of this ARA will be made to those employees performing the duties of HAZMAT officer in support of operational incidents.</p> <p>The employee must meet the following criteria:</p> <ul style="list-style-type: none"> • have attended and passed a nationally recognised HAZMAT course and qualification • maintain the relevant Maintenance of Competence requirements for the HAZMAT role through nationally recognised training providers • be part of the FDS rota and be available for recall to duty as required • provide an ‘over the border’ response as required for Hazardous Material and Environmental Protection (HMEP) duties • provide training to internal/external stakeholders if required. 	

Hazardous Materials and Detection/Identification & Monitoring Vehicle (HAZ/DIM)		Appendix B7
Activity:	Responding to hazardous materials and environmental incidents to provide specialist advice, providing specialist operations and/or advice at incidents during a CRBN(e)/DIM response including mass decontamination.	
ARA Owner:	Service Delivery	
Responsible Manager:	Station Manager – Hazmat/DIM/CBRN(e)/Environmental Protection/FIFRO	
ARA Amount:	£315.00 per annum	
Number of ARAs:	Up to 12 for the Service	
Details/Conditions:	<p>Payment of this ARA will be made to those employees performing the duties of HAZMAT/DIM officer in support of operational incidents.</p> <p>The employee must meet the criteria for the Hazardous Materials and Environmental Protection role (Appendix B6) and in addition:</p> <ul style="list-style-type: none"> • have attended and passed a nationally recognised HAZMAT course and qualification • maintain the relevant Maintenance of Competence requirements as identified within the National Resilience DIM framework • carry out refresher training from national Resilience Assurance Team (NRAT) as required • provide a national response as required NRAT. 	

Maritime Response Team (MRT)		Appendix B8
Activity:	Undertaking emergency response to vessels at sea as part of the Maritime Response Team.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Response	
ARA Amount:	£265.00 per annum	
Number of ARAs:	Maximum of 50 ARAs to provide enough to respond to emergency incidents in vessels at sea	
Details/Conditions:	<p>Payment of this ARA will be made to those employees who provide an airborne or seaborne response to emergency incidents in vessels at sea.</p> <p><u>Maritime Response Team Members</u> To receive the ARA, the employee must be competent in:</p> <ul style="list-style-type: none"> • Moodle content relevant to ship firefighting • Ship firefighting techniques • Maritime Response Team courses. <p>The employee must also attend an annual training programme including maritime response exercises.</p> <p><u>Maritime Response Advisors</u> To receive the ARA, the employee must be competent in:</p> <ul style="list-style-type: none"> • Moodle content relevant to ship firefighting • Ship firefighting techniques • Maritime Response Team courses • BTEC Level 4 (or equivalent) Maritime Incident Command. <p>The employee must also undertake Maritime Incident Command training and exercise.</p> <p>Members of the Maritime Response Team and the Maritime Response Advisors will be available for deployment on a voluntary basis when required.</p> <p>Members of the Maritime Response Team and the Maritime Response Advisors may be called upon to provide an 'over the border' or national response to emergency incidents in vessels at sea.</p>	

MTA Specialist Responder		Appendix B9
Activity:	Responding to Terrorist Incidents as a Warm Zone Specialist Responder.	
ARA Owner:	Service Delivery	
Responsible Manager:	The Service MTA Tactical Lead	
ARA Amount:	£270.00 per annum (£22.50 per month)	
Number of ARAs:	Equal to number of Responder in Team	
Details/Conditions:	<p>Payment of this ARA will be made to those employees who provide a Warm Zone response to Terrorist Incidents.</p> <p>To receive this ARA, the employee must maintain competency in all MTA MOS & WA's as part of the MOC Scheme.</p> <p>The employee must also take part in Exercises and be available for recall on a voluntary basis when required.</p> <p>Personnel providing an MT A Capability may also be called upon to provide out of county 'mutual aid' as and when required.</p>	

Appendix C – ARAs for Isle of Wight based staff

High-Volume Pump (HVP) / Water Rescue		Appendix C1
Activity:	Maintain operational ability of the Service to deploy the HVP where required.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	Entire Wholetime watch that is trained (Newport)	
Details/Conditions:	This ARA is a payment to all those who maintain all areas of competency to assist the Service in deploying the HVP locally and nationally where required.	

Animal Rescue Instructor		Appendix C2
Activity:	Delivery of group-based training and assessment in animal rescue and management of associated equipment and working practices.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	2 for the Isle of Wight Group	
Details/Conditions:	<p>This ARA is a payment to those who are responsible for:</p> <ul style="list-style-type: none"> • delivering group-based animal rescue training • maintaining competence to deliver training • leading the Service's response to incidents that require animal rescue • manage associated equipment and working practices • ensure that any updates and policy changes are implemented. 	

Mass Decontamination		Appendix C3
Activity:	Maintain operational ability of the Service to deploy the MDS where required.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	Entire Wholetime watch that is trained (Ryde)	
Details/Conditions:	This ARA is a payment to all those who maintain all areas of competency to assist the Service in deploying the MDS locally and nationally where required.	

Manual Handling Instructor		Appendix C4
Activity:	Delivery of group-based training and assessment in manual handling.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	1 for the Isle of Wight Group	
Details/Conditions:	<p>This ARA is a payment to those who are responsible for:</p> <ul style="list-style-type: none"> • delivering group-based manual handling training • maintaining competence to deliver training. 	

High-Volume Pump (HVP) Instructor		Appendix C5
Activity:	Delivery of group-based training and assessment in use of the HVP and management of associated equipment and working practices.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	2 for the Isle of Wight Group	
Details/Conditions:	<p>This ARA is a payment to those who are responsible for:</p> <ul style="list-style-type: none"> • delivering group based HVP training • maintaining competence to deliver training • leading the Service’s response to incidents that require the HVP • manage associated equipment and working practices • ensure that any updates and policy changes are implemented. 	

Rope Rescue Instructor		Appendix C6
Activity:	Delivery of group-based training and assessment in rope rescue and management of associated equipment and working practices.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	2 for the Isle of Wight Group	
Details/Conditions:	<p>This ARA is a payment to those who are responsible for:</p> <ul style="list-style-type: none"> • delivering group-based rope rescue training • maintaining competence to deliver training • leading the Service’s response to incidents that require rope rescue • manage associated equipment and working practices • ensure that any updates and policy changes are implemented. 	

Water Rescue Instructor		Appendix C7
Activity:	Delivery of group-based training and assessment in water rescue and management of associated equipment and working practices.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	2 for the Isle of Wight Group	
Details/Conditions:	<p>This ARA is a payment to those who are responsible for:</p> <ul style="list-style-type: none"> • delivering group-based water rescue training • maintaining competence to deliver training • leading the Service's response to incidents that require water rescue • manage associated equipment and working practices • ensure that any updates and policy changes are implemented. 	

Aerial Instructor		Appendix C8
Activity:	Delivery of group-based training and assessment in aerial and management of associated equipment and working practices.	
ARA Owner:	Service Delivery	
Responsible Manager:	Group Manager – Isle of Wight	
ARA Amount:	£250.00 per annum	
Number of ARAs:	1 per Wholetime watch at Ryde and Newport Stations	
Details/Conditions:	<p>This ARA is a payment to those who are responsible for:</p> <ul style="list-style-type: none"> • delivering group-based aerial training • maintaining competence to deliver training • leading the Service's response to incidents that require aerial • manage associated equipment and working practices • ensure that any updates and policy changes are implemented. 	