

## 2020 Strategic Planning Process: Summary Programme Plan

### Report of Chief Fire Officer

For further information about this report please contact Paul Raymond, Chief Fire Officer, on 01743 260205 or Steve Worrall, Assistant Chief Fire Officer, on 01743 260204.

### 1 Purpose of Report

This report set outs the summary programme plan for phase one of the Member-led, consolidated 2020 strategic planning process. The process spans an 18 to 24 month period with the outcome being a costed, long-term strategic Integrated Risk Management Plan (IRMP). The approach to the strategy has been agreed previously by the Fire Authority. The programme plan has been discussed and developed in consultation with members of the Authority's Strategic Risk and Planning Working Group (STRaP).

### 2 Recommendation

Members are requested to approve the summary programme plan.

### 3 Background

The consolidated 2020 strategic planning process aims to align a number of past planning processes and adds scenario-based planning to create the Fire Authority's '2020 Strategy'. The approach, in summary, provides a means by which the Fire Authority, through structured two-way consultation with staff and the community, can create a range of potential scenarios, to which the Service might be exposed in future years.

## **4 Implementation of the 2020 Strategic Planning Process**

The first phase of the planning process is to develop a range of potential scenarios with members of STRaP and stakeholder groups and then consult with all staff regarding the most likely impact of these scenarios upon the Service in future years.

The results of this Member-led consultation exercise will be presented to the Fire Authority in December 2012. The second phase, which commences in January 2013, will involve the development of a range of costed IRMP strategies.

Staff consultation during phase one will involve 45 x 90 minute Member-led sessions. The sessions will involve staff discussing, debating and agreeing the level of likelihood and impact of the scenarios developed by the stakeholder groups. The outcome of this exercise should lead to a common and agreed vision of the future the Service is most likely to face by 2020.

Phase one activities are summarised in the attached appendix.

## **5 Financial Implications**

There are no direct financial implications arising from this report.

## **6 Legal Comment**

Section 21 of the Fire and Rescue Services Act 2004 provides the statutory authority for the Fire Service National Framework and requires fire authorities to have regard to the Framework in carrying out their functions. The Framework sets out requirements to produce an IRMP.

## **7 Equality Impact Assessment**

Officers have considered the Service's Brigade Order on Equality Impact Assessments (Human resources 5 Part 2) and have determined that there are no discriminatory practices or differential impacts upon specific groups arising from this report. An initial Equality Impact Assessment has not, therefore, been completed.

## **8 Appendix**

Summary Programme Plan (Phase 1)

## **9 Background Reports**

**Shropshire and Wrekin Fire and Rescue Authority**

25 April 2012, Report 9 - Consolidated 2020 Strategic Planning Process

## Summary Programme Plan (Phase 1)

Ref:	When?	What (Activity)?	Who will be involved?	Expected Outcome(s):	Where?
1	18 July 2012 (1 hour following Fire Authority meeting))	Scenario Preparation	<ul style="list-style-type: none"> <li>• STRaP Members</li> <li>• Officers</li> </ul>	Development and agreement of a draft range of scenarios.	Conference Room, Brigade Headquarters
2	23 July 2012 (half day, 9.30 am start)	Stakeholder consultation	<ul style="list-style-type: none"> <li>• Service Management Team</li> <li>• Local Members of Parliament</li> <li>• Representative Bodies</li> <li>• Local Authorities</li> <li>• Voluntary Sector</li> <li>• Environment Agency</li> <li>• Legal &amp; Financial Sector</li> </ul>	Discussion, development and agreement on a range of scenarios (Political, Economic, Social, Technological, Environmental & Legal) that have a likelihood of impacting on the functions of the Fire Authority during the period 2013-2020.	Conference Room, Brigade Headquarters
3	2 x 2 hour sessions – dates tbc in w/c 20/08/12 and 27/08/12	STRaP and SMT 2020 training day	<ul style="list-style-type: none"> <li>• STRaP Members</li> <li>• Service Management Team</li> </ul>	Familiarisation and confidence with the 2020 Scenario Setting Staff Consultation Exercise.	Conference Room, Brigade Headquarters
4	August 2012	Pre-Exercise Briefing Note	<ul style="list-style-type: none"> <li>• Issued to all staff (via Officers in Charge/Dept Heads etc)</li> </ul>	Staff to be familiar in advance of consultation session of approach and aims of exercise and background information regarding potential scenarios.	SFRS
5	3 <sup>rd</sup> September – 16 <sup>th</sup> November 2012 (45 x 90 minute staff consultation sessions)	Staff Consultation Exercise	<ul style="list-style-type: none"> <li>• STRaP Members</li> <li>• Service Management Team</li> </ul>	Coordinated through 7 x Member led teams ( <i>each consisting of 1 x Member and 2 x Officers/Managers</i> ), each team will undertake 6-7 staff consultation sessions (3 x evening sessions and 3-4 day time sessions). The sessions will be of approximately 90 minutes duration and involve an interactive scenario setting tabletop exercise.	Retained and Wholetime Fire Stations, HQ
6	23 November 2012	Presentation of summary findings of Staff Consultation Exercise	<ul style="list-style-type: none"> <li>• STRaP Members</li> <li>• Officers</li> <li>• Representative Bodies</li> </ul>	Consideration, challenge and agreement of summary findings of 2020 Scenario Setting Staff Consultation Exercise.	Conference Room, Brigade Headquarters
7	12 December 2012	Presentation of findings of Staff Consultation Exercise	<ul style="list-style-type: none"> <li>• Fire Authority</li> </ul>	Consideration and approval of STRaP agreed findings of 2020 Scenario Setting Staff Consultation Exercise.	Conference Room, Brigade Headquarters
8	13 December 2012	Presentation of findings of Staff Consultation Exercise	<ul style="list-style-type: none"> <li>• Issued to all staff (via Officers in Charge/Dept Heads etc)</li> </ul>	Circulation of Fire Authority approved findings of 2020 Scenario Setting Staff Consultation Exercise.	SFRS