

Integrated Risk Management Planning Members' Working Group Update

Report of the Chief Fire Officer

For further information about this report please contact Alan Taylor, Chief Fire Officer, on 01743 260201, Andy Johnson, Head of Performance and Risk, on 01743 260287 or Joe Whelan, IRMP Manager, on 01743 260182.

1 Purpose of Report

To advise Members of the progress made by the Integrated Risk Management Plan (IRMP) Members' Working Group (the Group) towards the implementation of the improvements required by the Authority's IRMP Action Plan 2008/09. Also, to ask Members to approve the recommendations made by the Group at their meeting held on 10 April 2008. Additionally, to seek delegated authority for the Group to approve the draft Action Plan 2009/10 and commence this year's IRMP consultation process.

2 Recommendations

Members are requested to:

- a) Note the progress made towards implementation of the 2008/09 IRMP Action Plan:
 - i Approve the proposals put forward by the IRMP Members' Working Group for consultation on the risk profile of individual station areas; and
 - ii Continue development work for:
 - a. Small fires and difficult access vehicle;
 - b. Future aerial appliance provision; and
 - c. Water rescue provision;
- b) Delegate responsibility for the creation of the draft Action Plan 2009/10 to the Group;
- c) Delegate responsibility for the IRMP consultation process, to be conducted between July and November 2008, to the Group; and
- d) Note that all Members of the Fire Authority are invited to attend any of the IRMP consultation sessions

3 Background

The Fire Authority agreed its IRMP Action Plan 2008/09 at its meeting in December 2007. Work then started on the implementation of the various projects that fell out of the Action Plan and the Action Plan itself was published on the Service's website on 1 April 2008.

Members of the Group met on 10 April 2008 and discussed the progress made to date on these projects as well as proposals for next year's Draft IRMP Action Plan. This report summarises the discussions and recommendations that came out of that meeting.

4 Progress in implementing Action Plan 2008/09

Members of the Group received progress reports in respect of each of this year's IRMP Projects. This information is summarised below:

Action: 01/2008 – Redevelopment of Shrewsbury Site

Following an evaluation of the options for relocation or refurbishment of the existing Shrewsbury site, carried out by surveyors from Telford and Wrekin, the Fire Authority have decided that refurbishment is the preferred option and that this be considered in more detail.

In outline, the refurbishment proposal included in the options appraisal is to relocate training facilities and workshops off site and to extend and fully refurbish the existing station building. The existing Incident Response Unit bays will remain with further refurbishment works. The Headquarters building will be demolished and the land sold. An outline programme plan has been developed:

- Phase 1 Planning and project management 2008/09
- Phase 2 Relocation of workshops and training facilities 2009/10
- Phase 3 Extension and refurbishment of the existing fire station 2010/11
- Phase 4 Demolition of existing Headquarters and sale of land 2011/12

Action: 02/2008 – Officer Resilience

Members will recall the purpose of this project is to improve the level of resilience in the provision of officer cover for Shropshire. Cllr Dr Jean Jones has been appointed as the Senior Responsible Owner for the project.

An invitation for applications for additional resilience officer posts was published on 7 March 2008 and the appointment process was concluded on 14 April 2008. The successful applicants have been appointed and will be in position for 1 May 2008.

As part of the process the opportunity was taken to review the current arrangements for officer response base locations and mobilisation. This has resulted in a new Brigade Order, setting out defined response areas and times, based on the risk profile of property within Shropshire.

It is anticipated that Action 02/2008 will be completed by the end of May 2008.

Action: 03/200 – Cultural Audit

We have now retained the services of a consultant to facilitate the discussion groups. The consultant has been briefed and dates for the groups are being finalised. We have also looked at incorporating some information about the Equality Standard Level 3 into the discussion groups and subsequent workplace visits. A meeting took place with the Representative Bodies on 10 April 2008 to discuss this.

5 Improvements under Consideration for Draft Action Plan 2009/10 and beyond

The next step in the strategic IRMP plan involves a full fire cover review of all areas of the County, outside Shrewsbury and Telford. This review, and its likely implications, is discussed in the next section. As well as this major piece of work, there are also a number of projects that fall out of previous year's IRMPs. These are:

1. Small Fires and Difficult Access Vehicle

This is an ongoing project, being managed by the District Support Officer (DSO) for Tweedale, which brings together the results from the Pilot Small Fires Vehicle project and ongoing work that has been looking at the difficult access issues that exist in parts of Telford (most notably Ironbridge). This work will result in an equipment needs assessment and a specification for a new vehicle capable of meeting the requirements of these incidents. This work needs to be completed in time for the vehicle to be purchased within the 2008/09 financial year. If possible, it would be desirable for the recommendations from this project to be discussed with all staff during this years 'consultation process' (see the next section).

2. Aerial Provision

With the Telford Aerial Ladder Platform now at the end of its lease, it is an opportune time for the Service to look at innovation in aerial provision within other Services, to ascertain if aerial cover can be provided in a more efficient way ('combined aerial rescue pumps' etc). It is envisaged that this review could be completed over the next twelve months, with any recommendations being consulted upon during the 2009 consultation process. It was agreed by Policy Group that staff at Telford Central should be involved in this review and that the new DSO for that station should, therefore, manage the project.

3. Water Rescue Provision

With the introduction of new response standards for Life Risk Water Rescue incidents coming into force on 1 April 2008 and a decision on the future provision of fire cover in the Shrewsbury area confirmed, it is now appropriate for the Service to review how it delivers its water rescue services.

This project should look at identifying various costed proposals for improving service delivery in this area. In view of the fact that the Service receives no funding for this activity, the project should also consider the implications of discontinuing this area of work. It is also timely in that the final report of Sir Michael Pitt, into the 2007 flooding, is scheduled to be published in the summer of 2008 (the provisional date is the end of June or mid July 2008). Again, it is envisaged that this review could be completed over the next twelve months, with any recommendations also coming forward for consultation during 2009. Policy Group agreed that staff at Shrewsbury would need to be heavily involved in this review, and that the work should be lead by an officer from Operations.

All three pieces of work would sit under the umbrella of one programme, with the IRMP Manager as the overall Project Manager. By doing this it should help to ensure that the Service is able to look across the projects to see if there are any interactions. Previous experience has shown that it is vital for Policy Group to keep a close eye on these projects as they are taken forward. It will also be necessary for appropriate members of Policy Group to liaise with those officers leading the various strands of the project to discuss, in detail, the requirements of each of the projects, ensuring they are clear as to how they all fit together.

4. Other Work Streams – Wellington

It is possible that the proposed amalgamation of Wellington Fire Station with TCAT could also happen over the next twelve months. If this were to go ahead, the District Support Officer for Wellington would need to be involved in looking at the culture changes required to enable this to happen. Although this would not sit inside the IRMP Programme, it would mean that all wholtime stations would be working on some form of improvement project over the next twelve months.

It is envisaged that we would be going out for consultation on the last two projects, perhaps for 6 months, from April to September 2009. It is possible that this consultation process could also inform everyone about what is going to happen at Shrewsbury/Headquarters. This would allow us to take account of any financial implications during the budget planning process from September to December 2009. Any proposals would be implemented from April 2010 onwards.

6 IRMP Draft Action Plan 2009/10

As highlighted above, the next step in the strategic IRMP plan is for a full fire cover review to be conducted for all areas of the County, outside Shrewsbury and Telford. The Group recognised that, because of operational resilience requirements, it is unlikely that this work will result in any significant changes to the current appliance/station configuration in these areas. Based upon this assumption, it is considered appropriate that the 'consultation period' for this year's IRMP will consist of visiting all stations and presenting as comprehensive a picture as possible of the risk profile in their station area. This will include:

- Confirmation of the station areas, as defined by the Geographical Intelligence Unit work;
- The prevalence of various incident types in their area;
- Their station's performance against the response standards;
- The Risk Properties (7.2.d's) currently listed for their area;
- Any risks, relevant to the station area, included in the Local Resilience Forum's Community Risk Register; and
- Any other risks that we perceive they have from our central view of the Service (this may be impacted by any outcomes from the ongoing Warwickshire investigation).

In doing this, we would be looking for feedback on the risk profile, including:

- Any other risks they know about in their area;
- Any risk specific training they feel they may need; and
- Any risk specific equipment they feel they may need.

This work will need to integrate with the Risk Information Project, due to commence shortly, following the recent internal review into the current risk information gathering and management work carried out by the Performance Review Officer. The output from the process outlined above should be capable of pulling together a programme of works that looks to link risk, training, equipment, procedures and policies etc. Essentially, this should ensure we truly integrate IRMP. It is envisaged that the outcome from this work will give direction to the Authority's Strategic IRMP over the coming years and may require changes to the Service, which may need to go out to public consultation at some stage in the future.

This will be done by the IRMP Team, in combination with the Executive Group and members of the IRMP Member's Working Group. It is not likely to require the involvement of Opinion Research Services. It is also possible that this process could cover an extended period (possibly late June to the end of November 2008), thereby ensuring the greatest benefit is obtained from the discussions, as well as reducing some of the pressure involved in doing Service-wide consultation over a three-month period.

7 Public/Stakeholder Consultation

As stated previously, it is envisaged that 2008 will be used to develop the strategic issues for IRMP 2009 and beyond and no significant changes are proposed in the current planning year. It is, therefore, recommended that no public and stakeholder consultation is undertaken in 2008, unless the review of fire cover outside Shrewsbury and Telford proposes any **significant** changes to the existing provisions.

8 IRMP Members' Working Group Recommendations to the Fire Authority

Based upon the work outlined above, the Group agreed on the following recommendations to the Authority:

Develop the Authority's Draft IRMP Action Plan IRMP 2009/10 consultation based on:

- 1 The outcomes of the Fire Cover Review for the remainder of Shropshire;
- 2 The risk profile for individual stations;
- 3 Continue development work for:
 - a. Small fires and difficult access vehicle;
 - b. Future aerial appliance provision;
 - c. Water rescue provision; and
 - d. Wellington redevelopment opportunity;
- 4 Delegate responsibility for the creation of the draft Action Plan 2009/10 to the Group;
- 5 Delegate responsibility for the IRMP consultation process, to be conducted between June and November 2008, to the Group; and
- 6 Note that all Members of the Fire Authority are invited to attend any of the IRMP consultation sessions (the dates of which will be circulated at the Fire Authority meeting on 11 June 2008).

Approve the proposals put forward by the IRMP Members' Working Group for consultation on the risk profile of individual station areas

Members are asked to approve these recommendations.

9 Proposed contents of the Draft Action Plan for 2009/10

The Fire Authority is also asked to approve the delegation of responsibility to the IRMP Member's Working Group, for the following activities:

- 1 Development of the Authority's Strategic IRMP for 2009 and beyond, incorporating the areas for improvement detailed in section 6 above;
- 2 Development of the Authority's Draft IRMP Action Plan for 2009/10, as detailed in section 8 above; and
- 3 Undertaking an extended consultation period with staff, on the Draft IRMP Action Plan 2009/10.

10 Financial Impact

If Opinion Research Services' involvement was not required this year, this could result in a reduction of approximately £10,000 from the 2008/09 consultation budget.

11 Timetable for IRMP – 2009/10

Date	Action
April 2008	Fire Authority approves the proposed contents of the Draft Action Plan 2009/10
10 June 2008	IRMP Members' Working Group approves Draft Action Plan and the IRMP consultation process
11 June 2008	Fire Authority approval of Draft IRMP Action Plan
June to November 2008	IRMP consultation is conducted
November 2008	IRMP Members' Working Group consultation feedback meeting Group makes recommendations on IRMP progress to the Fire Authority
December 2008	Outline results from projects for Strategic IRMP and Action Plan consultation in 2009/10 and beyond
April – June 2009	Public consultation on strategic IRMP and IRMP Action Plan

It is intended that at least one member of the IRMP Group will attend all of the sessions conducted during the consultation process. A complete list of all planned consultation meetings will be made available to all Members of the Fire Authority prior to its commencing. Members' attendance at these meetings is welcomed and encouraged.

12 Financial Implications

The financial implications are as outlined in the main body of the report.

13 Legal Comment

In 2003 the Office of the Deputy Prime Minister requested fire authorities to prepare IRMPs. Although this request does not have the force of statute, there was a clear expectation that the request would be complied with. This expectation has been further formalised by the Fire and Rescue Service Act 2004, which states that fire and rescue authorities must 'have regard' to the Government's National Framework Documents, which in turn state that fire authorities 'must' have an IRMP in place covering a minimum of a three-year period (Draft National Framework 2008 to 2011).

14 Equality Impact Assessment

An Initial Equality Impact Assessment has been completed and is attached to this report.

15 Appendices

There are no appendices attached to this report.

16 Background Papers

There are no background papers to this report.

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk); the implications are detailed within the report itself.

Balanced Score Card		Integrated Risk Management Planning	*
Business Continuity Planning		Legal	*
Capacity		Member Involvement	*
Civil Contingencies Act		National Framework	*
Comprehensive Performance Assessment		Operational Assurance	
Efficiency Savings		Retained	*
Environmental		Risk and Insurance	
Financial	*	Staff	*
Fire Control/Fire Link		Strategic Planning	*
Information Communications and Technology		West Midlands Regional Management Board	
Freedom of Information / Data Protection / Environmental Information		Equality Impact Assessment	*



Initial Equality Impact Assessment Form

EQIA Number:

Directorate	Performance Improvement	Department/ Section	Integrated Risk Management
Name of officer	J Whelan	Job title	IRMP Manager
Name of Policy/Service to be assessed	IRMP Update	Date of assessment	22/04/08
New or existing policy	N / E Existing		

1. Briefly describe the aims, objectives and purpose of the policy/service	To ensure the Authority is reducing the risk to the communities of Shropshire, by making the most effective use of its limited resources.		
2. Are there any associated objectives of the policy/service?	Review of fire cover for Shropshire. Integration of risk information within the service. Development for a Strategic IRMP for 2009 and beyond.		
3. Who is intended to benefit from the policy/service and in what way?	All communities in Shropshire, including its population, businesses and visitors to the county. All members of SFRS.		
4. What outcomes are wanted from this policy/service?	Inform the planning process for the fire cover review. Development of integrated risk information systems to deliver a more effective service to the community. A Strategic IRMP for 2009 and beyond		
5. Who are the main stakeholders in relation to the policy/service?	Members of Staff All members of the public Businesses in Shropshire.		
6. Who implements the policy/service and who is responsible for this?	The Fire Authority is responsible for the policies, with the Chief Fire Officer being responsible for the actual delivery of the proposals.		
7. Are there any concerns that this policy/service could have a differential impact on the following groups and what existing evidence do you have for this? Yes or No, please detail in boxes below.			
8. Age		No	General statement No specific areas for improvement of fire cover have been identified at this time. If any changes are proposed these will be subject to full consultation with all areas of the community likely to be affected. The impacts are therefore of a geographical rather than a group basis, with no significant differential in a particular group being advantaged or

			disadvantaged. The proposals do not have an impact in terms of furthering or hindering equality of opportunity. They also do not have any impact on reinforcing or challenging stereotypes. Full impact assessments will be required on the redevelopment of Shrewsbury and Wellington. These will form part of the project development.
9. Disability		No	See above statement.
10. Gender		No	See above statement.
11. Race		No	See above statement.
12. Religion or belief		No	See above statement.
13. Sexual orientation		No	See above statement.
14. Dependant/caring responsibilities		No	See above statement.
15. Could the differential impact identified in 7-14 amount to there being the potential for adverse impact in this policy/service?		No	Not applicable.
16. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group or another reason?		No	Not applicable.
17. Have you consulted those who are likely to be affected by the policy/service?	Yes		Staff as part of the IRMP 2009 consultation. Shrewsbury and HQ staffs were consulted as part of the 2008/09 IRMP consultation. In the event of any proposed changes to fire cover being identified full consultation with the communities affected will be conducted in accordance with the IRMP consultation processes. Any proposed changes to Aerial Provision and Water Rescue provision will also be subject to full public and stakeholder consultations.

18. Should the policy proceed to a full impact assessment.	Yes	The assessment has indicated that there will be no differential impact in relation to Equality of Opportunity. Therefore a full impact analysis on is not required. The redevelopment of Shrewsbury and Wellington will be subject to a full impact assessment as part of the project development.
19. Date by which full impact assessment to be completed	To be determined by the programme manager	
20. Reason for non completion	See 18 above.	

**I am satisfied that this policy has been successfully impact assessed.
I understand the Impact Assessment of this policy is a statutory obligation and that, as owners of this policy, we take responsibility for the completion and quality of this process.**

Assessing person	Joe Whelan	Date	22/04/2008
Line Manager		Date	
Please note that this impact assessment will be scrutinised by the Equality and Diversity Officer.			