

Fire Authority Corporate Plan 2009/10

Report of the Chief Fire Officer

For further information about this report please contact Alan Taylor, Chief Fire Officer, on 01743 260225 or Ged Edwards, Programme Manager, on 01743 260208.

1 Purpose of Report

To seek Member approval of the proposed contents of the Fire Authority's 2009/10 Corporate Plan. The Corporate Plan will be supplemented by an Annual Report 2008/09, which will be brought before Members in June 2009 for consideration and approval.

2 Recommendations

The Fire Authority is requested to:

- a) Consider and approve the Strategic Aims and Corporate Objectives (Appendix A) and Improvement Priorities (Appendix B);
- b) Delegate authority to the Strategy and Resources Committee to consider and agree:
 - (i) Performance Targets for 2009/10;
 - (ii) Other supplementary information to be included within the Corporate Plan; and
 - (iii) Final layout and publication of the Corporate Plan; and
- c) Receive, at the Annual General Meeting, the proposed Annual Report 2008/09.

3 Background

In 2008 following the enactment of the Local Government and Public Involvement in Health Act 2007 (and subsequent changes to Best Value legislation), the Fire Authority's statutory duty to produce an annual best value performance plan was removed.

However, in pursuance of delivering a community focused service, the Fire Authority at its July 2008 meeting endorsed, as part of its integrated strategic planning process, the continued preparation and publication of annual Corporate Plan and supporting Annual Report.

4 Corporate Plan

Officers, at a series of structured strategic planning workshops held between October and December 2008, have considered and reviewed the existing the Corporate Plan's core values, strategic aims and objectives of the Fire Authority.

Following these workshops it was felt that the existing core values, aims and objectives are valid, are fit for purpose and should remain unchanged (see Appendix A). However, the successful delivery of the Authority's overarching aims and objectives are, to a large degree, dependent upon officers addressing three key priority areas – capacity, competence and communication, with each priority area defined by three supplementary priorities/statements (Appendix B).

The new Corporate Plan for 2009/10 will, it is proposed, incorporate these priority areas.

The Plan will also include summary details regarding the Authority's:

- Targets 2009/10;
- Budget 2009/10; and
- Integrated Risk Management Plan Action Plan.

These latter details are still the subject of development/consideration. It is recommended, that, where appropriate, these details are delegated to the Authority's Strategy and Resources Committee for consideration together with the remaining contents of the Plan (as discussed above). Subject to the Committee's approval, the final Plan will be published and released on or around 1 April 2009.

Following consultation with staff it is proposed to continue with the single wall mounted poster format, branded in the corporate identity, which will be placed in prominent positions at all stations / departments. A web-based online version will also be available for external stakeholders.

5 Annual Report

Supplementary to the Corporate Plan will the backward facing Annual Report, which will provide an account of the Authority's performance, both financial and operational, for the previous reporting period. The Annual Report 2008/09 will be presented to the June meeting of the Authority for approval prior to publication. Unlike the Corporate Plan, which acts primarily as an internal planning document, the Annual Report will be published as an outward facing external document aimed at informing the community of the Authority's achievements.

6 Financial Implications

There is provision within the budget for production of the document proposed.

7 Legal Comment

The Local Government and Public Involvement in Health Act 2007 removes the requirement for best value authorities to compile and publish an annual best value performance plan (BVPP). However, the department for Communities and Local Government (CLG) see the BVPP as the mechanism by which fire and rescue authorities (FRAs) publish, amongst other things, details of their outturn performance for the preceding year.

When commencing the relevant provisions of the 2007 Act, CLG sought to make savings provisions which will retain the requirement for FRAs to compile a BVPP for a further year (i.e. by June 2008).

FRAs are also required to certify in their BVPPs that individual contracts entered into comply with best value requirements, including workforce requirements in the Code of Practice and the accompanying statutory guidance. As part of the final BVPP outturn report FRAs also be required to certify that individual contracts entered into comply with best value requirements, including workforce requirements in the Code of Practice.

These requirements were met by this Fire Authority during 2008.

The CLG, in March 2008, stated¹ that it will be for the discretion of FRAs as to how to publish or otherwise make available the information set out above, advising that FRAs should, however, ensure that it is available to relevant stakeholders, for instance employee representatives in the case of the compliance certification. FRAs should also continue to make available to their auditor the performance data.

No further guidance (as of 2 February 2009) has been issued from CLG in respect of annual best value performance plans for 2009/10.

8 Equality Impact Assessment

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

9 Appendices

Appendix A Strategic Aims and Corporate Objectives

Appendix B Improvement Priorities

¹ CLG FRS Circular 09/2008. *Best Value Performance Plans for 2007/08*

10 Background Papers

Shropshire and Wrekin Fire Authority:

22 January 2009, Report 7 – Fire Authority Improvement Priorities 2009/10
 13 February 2008, Report 15 – Fire Authority Corporate Plan 2008/09
 11 June 2008, Report 9 – Annual Report 2007/08
 16 July 2008, Report 16 – Integrated Strategic Planning Process 2009/10
 17 December 2008, Report 10 – Integrated Risk Management Planning,
 Members Working Group Update.

Department for Communities and Local Government

Local Government and Public Involvement in Health Act 2007, available from:
http://www.opsi.gov.uk/acts/acts2007/ukpga_20070028_en_1

Creating Strong, Safe and Prosperous Communities, Statutory Guidance,
 available from:

<http://www.communities.gov.uk/documents/localgovernment/pdf/885397.pdf>

CLG FRS Circular 09/2008. *Best Value Performance Plans for 2007/08*

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	*

Shropshire and Wrekin Fire Authority's Vision and Mission

Our Vision

What we want to secure:

“A Safer Shropshire”

Our Mission

The Fire Authority's Mission ensures that SFRS are:

Saving life, protecting property and the environment and reducing risk within the community

The organisation's vision and mission is most readily identifiable through its corporate logo and motto



Core Values

Service to the Community

We value service to the community by:

- Working with all groups to reduce risk
- Treating everyone fairly and with respect
- Being answerable to those we serve
- Striving for excellence in all we do

People

We value all of our employees by practicing and promoting:

- Fairness and respect
- Recognition of merit
- Honesty, integrity and mutual trust
- Personal development
- Co-operative and inclusive working

Diversity

We value diversity in the service and the community by:

- Treating everyone fairly and with respect
- Providing varying solutions for different needs and expectations
- Promoting equal opportunities in employment and progression within the Service
- Challenging prejudice and discrimination

Improvement

We value improvement at all levels of the Service by:

- Accepting responsibility for our performance
- Being open-minded
- Considering criticism thoughtfully
- Learning from our experience
- Consulting others

Aims and Objectives of the Fire Authority

Aim 1

Reduce the risk to life and material loss from fires, road traffic collisions and other emergencies in the community

Aim 2

Protect life, property and the environment from fire and other emergencies

Aim 3

Secure the highest level of safety and welfare/wellbeing for all staff and Authority Members

Aim 4

Provide a sustainable service that demonstrates quality and best value in service provision

Aim 5

Provide a service committed to the highest levels of equality and diversity

Objective 1

Reduce fire deaths and injuries in the community

Objective 2

Support the life safety agenda of our Partners

Objective 3

Reduce the incidence and severity of fires and other emergencies

Objective 4

Ensure the effective enforcement of fire safety legislation

Objective 5

Reduce false alarms and inappropriate calls for assistance

Objective 6

Ensure the provision of an appropriate risk based response to fires, road traffic collisions and other emergencies

Objective 7

Maximise the beneficial environmental impact of our intervention actions

Objective 8

Ensure an appropriate response to regional and national emergencies and crises

Objective 9

Maintain and improve the health, safety and wellbeing/welfare of all Members and employees.

Objective 10

Ensure that all Members and employees are competent and able to perform their role by providing effective leadership and development

Objective 11

Ensure the provision and availability of appropriate information, equipment, resources and supplier support

Objective 12

Deliver continuous improvement having regard to a combination of economy, efficiency and effectiveness, in partnership where appropriate

Objective 13

Ensure the provision of a service that responds to the needs and views of local communities, where appropriate

Objective 14

Ensure effective corporate governance

Objective 15

Provide a service which minimises our environmental impact

Objective 16

Ensure provision of a resilient service

Objective 17

Manage our information, assets, resources and procurement to maximise value

Objective 18

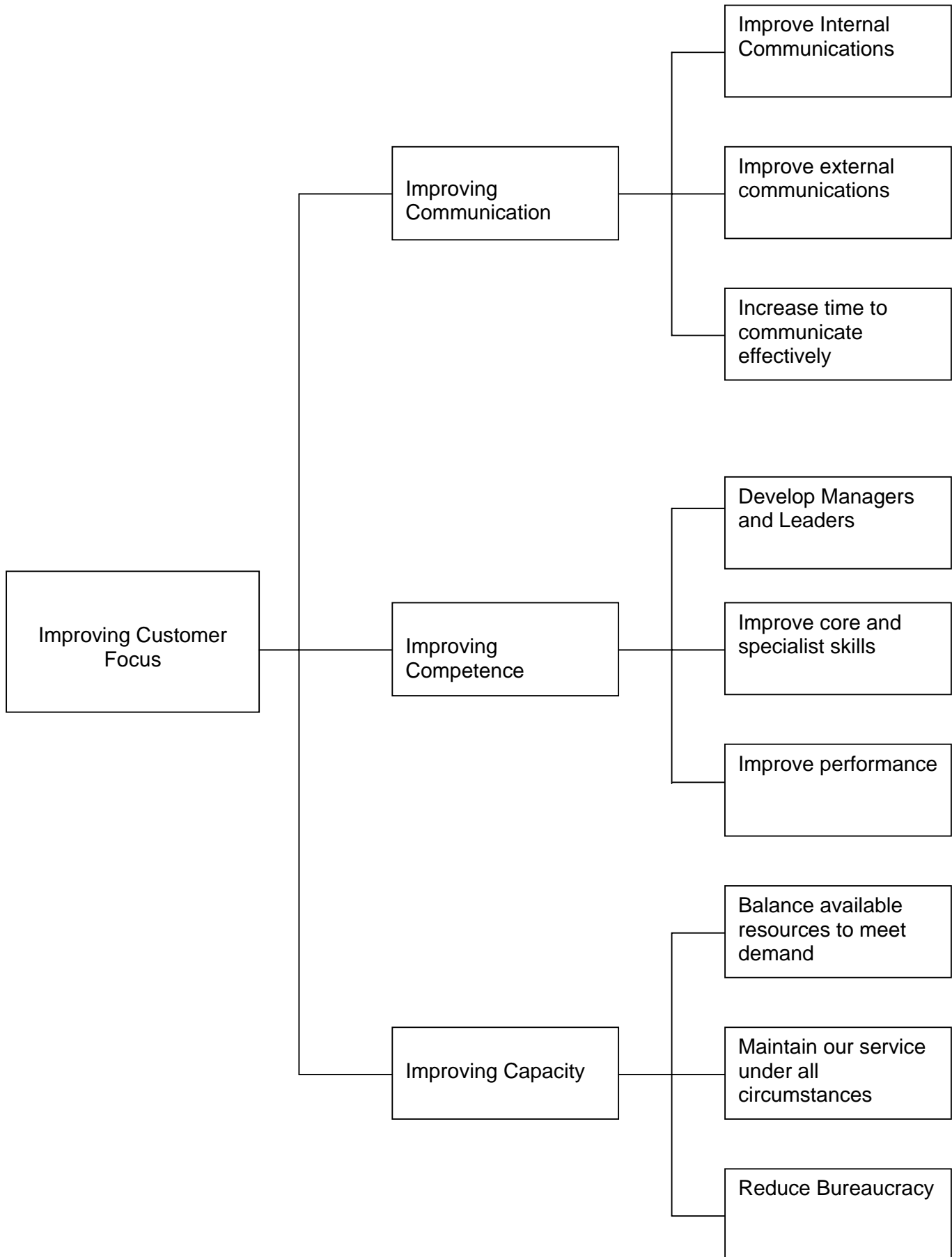
Provide and promote an equitable service to the communities of Shropshire and other stakeholders

Objective 19

Provide a just and dignified place of work environment for all employees, Members and visitors

Objective 20

Recruit, promote and retain a workforce representative of the community that we serve





Directorate	Performance	Department/ Section	Programme Office
Name of officers completing (minimum of 2)	Ged Edwards Alison Pritchard	Job title	Programme Manager Perf Imp Officer
Name of Policy/Service/Activity to be assessed	2009/10 Corporate Plan	Date of assessment	26 January 2009
New or existing policy	N/E		

1) Briefly describe the aims, objectives and purpose of the policy/service/activity (referred to as policy in document) and also consider the following:

- What are the key performance indicators?
- Who is intended to benefit or be affected by it? (is this positive or negative)
- What outcomes do you want to achieve from this policy?

The Corporate Plan is an internal publication documenting to all personnel the aims, objectives and purpose of the Fire Authority. It further details the Improvement Priorities as developed in the Strategic Planning Workshops held between October and December 2008.

All personnel will be affected by the contents of the plan and its related Directorate Plans.

The Corporate Plan is developed to ensure all personnel are aware of how their role contributes to the running of the Service.

1 a) Who implements this policy?

The Corporate Plan and supporting documents/reports are co-ordinated and monitored through the Programme Office.

2) How does your current policy meet the needs around age, disability, race, religion/belief, gender, sexual orientation and caring responsibilities?

Every consideration is given to producing the Corporate Plan in a format that is accessible to all personnel. Any reasonable adjustments will be considered following requests for alternative formats.

Are there any obvious barriers to accessing the service? E.g. physical or other.

2a) Where do you think improvements could be made?

The process is reviewed annually through the Strategic Planning process.

2b) Have issues of equality been identified in this area of service delivery by SFRS?

No

3) Have we had any specific feedback or complaints on this

We consult annually on our Performance Documents. One comment was received disagreeing on the format of

area? Is there evidence that this has come from any of these specific groups: race, gender, disability, religion/belief, age, sexual orientation, caring responsibilities?	the Plan (from an external source) as it was distributed for consultation on the website. It was explained that the actual document was much larger and only for internal use. No		
3a) Do we have any feedback from managers or frontline staff on this policy?	Yes – personnel were asked for comments via The Pink and through an electronic survey. Responses were presented at the October Strategic Planning workshop.		
3b) Is there any feedback from voluntary/community organisations?	Voluntary and Community organisations are included on the circulation list for consulting on our Performance documents.		
3c) Is there any research / models of practice that may inform SFRS view?	SFRS always draws on best practice when considering its plans.		
4) Detail the Actions / Improvement areas you have identified, or the need for further research. (These must be put onto the Action and Improvements Form FB 367 for consideration by Steering Group) If you have found considerable actions or research this will require you to proceed to a full assessment.			
5) Should the policy now proceed to a full impact assessment?	Y	N	Please detail

**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.**

Line Manager		Date	
Please note that this impact assessment will be scrutinised by the Equality and Diversity Officer.			

Appendix D

Equality Impact Assessment Actions and Improvements Form

When you have completed the Equality Impact Assessment a number of actions or improvement areas will have been identified, it is important that these are captured and put into normal work activities. In some cases there maybe a few small actions required in other cases you will need to process to a full impact assessment, you will need to complete this form for both of these situations when you identify actions that need completing, or have identified that future investigation will require specific resources that need to be put into the business planning process.

This form is to allow you to record the outcome from your impact assessments so that the actions or improvements can be carried out by your Department and monitored and in some cases approved by the Equality and Diversity Steering Group. Please ensure that this form is given to your line manager for discussion at your team or one to one meetings for incorporation into individual work plans.

Directorate:	Department:
Brigade Order/activity that has identified need, issue/objective:	EQIA No:

Action	Comments inc. Details of Consultations required/carried out	Resources / Finances allocated to this objective/target	How will this be monitored to ensure it is effective	Responsible for this action	Due Date	Progress

Head of Department		Date completed	
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This form must be sent to Management Support when completed for monitoring and/or consideration by the Equality & Diversity Steering Group