

Role of the Integrated Risk Management Planning Working Group

Report of the Chief Fire Officer

For further information about this report please contact Paul Raymond, Chief Fire Officer, on 01743 260201 or Sharon Lloyd, Corporate Services Manager, on 01743 260210.

1 Purpose of Report

This report seeks the Fire Authority's approval to recommendations made by its Strategy and Resources Committee on the role of the Integrated Risk Management Planning (IRMP) Members' Working Group.

2 Recommendations

The Fire Authority is asked to agree the recommendations of its Strategy and Resources Committee to:

- a) Extend the terms of reference of the IRMP Working Group to cover consideration of all major issues effecting service levels and the financial position of the Authority, in particular potential service developments and reductions, efficiencies and major capital projects;
- b) Amend the reporting process of the IRMP Working Group so that it reports directly to the Strategy and Resources Committee; and,

if in agreement with the above two recommendations, to approve:

- c) The change of the Group's name to the 'Strategic Planning Working Group'; and
- d) The proposed constitution of the Group, attached as an appendix to this report.

3 Background

At its meeting on 23 September 2009 the Strategy and Resources Committee considered a report on the financial programme and financial planning for 2010/11. The current programme, integrating the strategic planning process, identifies the need to examine major service / financial variations in detail, and to ensure that effective consultation is carried out. Equally, there is a need to ensure that the Strategy and Resources Committee is kept fully informed of the work so that it can produce a comprehensive set of budget recommendations to the Fire Authority.

4 Role of the Integrated Risk Management Planning Working Group

The Integrated Risk Management Planning Working Group (the Group) works in parallel with Strategy and Resources Committee until November, when the budget implications of its work programme are integrated with the mainstream work of the Committee. This is in order to produce clear budget recommendations to the Fire Authority meeting in December.

The Committee agreed that an improvement in the process would be to capitalise on the Group's Service knowledge and consultation processes and to task it with looking at Service planning, delivery of efficiencies, and "what if matters, i.e. to cover those items which change the shape and content of service delivery. The Group would work closely with the Authority's Budget Working Group, who discuss how best to deliver a cost-effective Service.

With both of these Groups reporting directly to the Strategy and Resources Committee, the Committee would be fully informed of service implications, as it developed its over-arching budget and strategic proposals to the Authority.

The Committee, therefore, agreed to recommend to the Fire Authority that the scope of work of the Group be expanded and that it report directly to the Strategy and Resources Committee.

5 Constitution of the Group

If the Fire Authority agrees the recommendations outlined in section 4 above, it is asked to consider changing the name of the Group to the 'Strategic Planning Group', which would reflect its wider remit.

It is intended that membership of the Group remains the same as that agreed at the Fire Authority Annual Meeting. More detailed terms of reference are, however, proposed, which are set out at the appendix to this report. Members are asked to consider and agree the revised constitution of the Group.

6 Financial Implications

There are no financial implications associated with this report.

7 Legal Comment

The Fire Authority has the power to act as proposed in this report.

8 Equality Impact Assessment

This report has been assessed against the Service's Brigade Order on Equality Impact Assessments (Personnel 5 Part 2) and this has shown 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.

9 Appendix

Proposed Constitution of the Strategic Planning Working Group

10 Background Papers

Shropshire and Wrekin Fire and Rescue Authority
Strategy and Resources Committee 23 September 2009 Minutes

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	*

Proposed Constitution of the Strategic Planning Working Group

Quorum – 4

Members – 7

Joyce Barrow (Conservative)
Jayne Greenaway (Conservative)
Nigel Hartin (Liberal Democrat)
Jean Jones (Labour)
David Minnery (Conservative)
Mal Price (Conservative)
Stuart West (Conservative)

Terms of Reference

To work closely with the Budget Working Group and make recommendations on strategic planning and Integrated Risk Management Planning to the Strategy and Resources Committee

To report any financial implications identified through the strategic planning and Integrated Risk Management Planning processes to the Strategy and Resources Committee

To recommend ways to deliver financial efficiencies identified by the Strategy and Resources Committee

To consider reports emanating from the strategic planning process when making recommendations

To ensure recommendations are assessed using Public Value criteria

To consider national, regional and local service delivery requirements

To review, monitor, and report on, existing strategic planning and Integrated Risk Management Planning strategies

To oversee, review, and make recommendations to the Strategy and Resources Committee on, foreseeable risks to the strategic planning and Integrated Risk Management Planning strategies

To consider value for money issues when making proposals

To review the Terms of Reference of the Working Group as required or at least annually and make recommendations to the Strategy and Resources Committee regarding amendments

To establish, and review annually, role descriptions for the Working Group's Chair and Vice-Chair and make recommendations to the Strategy and Resources Committee

To investigate and report upon any other matter specifically referred to the Working Group by the Strategy and Resources Committee or the Fire Authority

To ensure the provision of appropriate training and development to ensure that all Members of the Working Group are able to discharge their responsibilities

Meeting Dates

The Working Group will meet quarterly.

Its Members will also participate in the extensive consultation exercise, which emanates from the strategic planning and Integrated Risk Management Planning processes and each Member will be expected to attend a minimum of five consultation events per year.

Accountability

The Working Group will report, and make recommendations, to the Strategy and Resources Committee.