



Essex Police, Fire and Crime Commissioner Fire and Rescue Authority

Decision Report

Report reference number: 026- 21
Government security classification: Official - not protectively marked
Title of report: Annual Plan 2021-22
Area of county / stakeholders affected: Throughout Essex
Report by: Rick Hylton, Deputy Chief Fire Officer Date of report: 15 March 2021 Enquiries to: Rick Hylton, Deputy Chief Fire Officer

1. Purpose of the report

To request approval of the attached Annual Plan by the Police, Fire and Crime Commissioner (PFCC).

2. Recommendations

That the Police, Fire and Crime Commissioner approves the Annual Plan 2021-22 further to its progress through the Service Leadership Team (SLT) and Strategic Board, which have both agreed and approved the Plan in principle.

3. Benefits of the proposal

The Annual Plan provides transparency relating to the planned activity to deliver against the Fire and Rescue Plan priorities. Quarterly updates provide the opportunity for oversight and assurance that the required activity is underway and provide the opportunity for scrutiny and challenge.

4. Background and proposal

The Annual Plan has been produced to provide transparency relating to the planned delivery activities in the upcoming year. The Plan identifies high level activities and the members of SLT responsible for providing assurance of the progress of these. Progress against this Plan will be captured in quarterly highlight reports collated into a summary update report and presented to the Continuous Improvement Board for onward transmission to the PFCC.

The proposed Annual Plan for 2020-21 is provided as Appendix 1 to this report.

5. Alternative options considered and rejected

None for the purposes of this report. The Plan this year has drawn on, and incorporated, the learning from the previous Plans.

6. Strategic priorities

This Plan enables the service to deliver against the objectives of the other strategic documents, primarily the Fire and Rescue Plan, to ensure that the objectives are prioritised and broken down into achievable and targeted activities. It is the working and management document derived from the strategic documents.

7. Operational implications

As set out in the proposed Annual Plan attached at Appendix 1.

8. Financial implications

Directors are responsible for formulating annual budgets to ensure delivery of the activity defined in the Annual Plan. Further financial implications will be drawn out as required and included in the Medium Term Financial Plan (MTFP) and annual budget setting process.

9. Legal implications

None in relation to the content of this report

10. Staffing implications

This plan was developed in conjunction with the SLT, Extended Leadership Team and a Task and Finish Group which finalised the plan before submission to SLT for agreement in principle.

11. Equality and Diversity implications

None specific to this report. Various workstreams will consider all implications on an individual basis.

12. Risks

The benefit and risk implications of the annual plan are managed within the individual workstreams associated.

13. Governance Boards

The Draft Annual Plan 2021-22 was approved without amendment by the following:

SLT - 9 February 2021

Strategic Board - 15 March 2021

14. Background papers

Cover report for SLT / Strategic Board

Proposed Annual Plan 2021- 22

Decision Process

Step 1A - Chief Fire Officer Comments

(The Chief Fire Officer is asked in their capacity as the Head of Paid Service to comment on the proposal.)

I support this paper and recommendation.....
.....

Sign: 

Date: ...15 March 2021

Step 1B – Consultation with representative bodies

(The Chief Fire Officer is to set out the consultation that has been undertaken with the representative bodies)

This is a working document and has been made available to the rep bodies as part of the governance process and meetings for Strat Board

Step 2 - Statutory Officer Review

The report will be reviewed by the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority’s (“the Commissioner’s”) Monitoring Officer and Chief Finance Officer prior to review and sign off by the Commissioner or their Deputy.


Monitoring Officer

Sign: 

Print: P. Brent-Isherwood

Date: 17 March 2021

Chief Finance Officer

Sign:  ... Neil Cross
Date: 15 March 2021

Step 3 - Publication

Is the report for publication? **YES**

If ‘NO’, please give reasons for non-publication (Where relevant, cite the security classification of the document(s). State ‘none’ if applicable)

.....
.....None.....

If the report is not for publication, the Monitoring Officer will decide if and how the public can be informed of the decision.

Step 4 - Redaction

If the report is for publication, is redaction required:

- 1 Of Decision Sheet NO
- 2 Of Appendix NO

If 'YES', please provide details of required redaction:

.....N/A.....

Date redaction carried out:

If redaction is required, the Chief Finance Officer or the Monitoring Officer are to sign off that redaction has been completed.

Sign:

Print:

Date signed:

Step 5 - Decision by the Police, Fire and Crime Commissioner or Deputy Police, Fire and Crime Commissioner

I agree the recommendations to this report:

Sign:  (PFCC)

Print: Roger Hirst

Date signed: 18 March 2021

I do not agree the recommendations to this report because:

.....
.....

Sign: (PFCC / DPFCC)

Print:

Date signed: