



<b>Meeting</b>	<b>Service Leadership Team</b>	<b>Agenda Item No.</b>	<b>4f</b>
	<b>Performance and Resources Board</b>		<b>11</b>
<b>Meeting Date</b>	<b>13 April 2021</b>		
	<b>26 April 2021</b>		
<b>Report Authors:</b>	Lucy Clayton, Performance, Assurance and Business Planning Manager		
<b>Presented By</b>	Rick Hylton, Deputy Chief Fire Officer		
<b>Subject</b>	Annual Plan 2021-21 End of Year Report		
<b>Type of Report:</b>	Information		

## RECOMMENDATIONS

Following agreement of the Annual Plan at Septembers Performance and Resource Board, the Continuous Improvement Board were asked to provide quarterly updates to the Service Leadership Team (SLT) and Performance and Resources on the progress of activity identified in the plan.

The Board are asked to note the contents of the Annual Plan update report attached and provide feedback to ensure that the information presented in the report provides clarity and assurance that the service is working towards delivering against activities identified in the annual plan.

The Board agree the closure of the 2020-21 Annual Plan in line with the activity updates provided.

## OVERVIEW

At the end of 2020/21 Annual Plan

<b>Fire and Rescue Plan Area</b>	<b>Complete</b>	<b>Roll Over to 2021/22 Annual Plan</b>	<b>Total</b>
Prevention, Protection and Response	8	6	14
Help the vulnerable to stay safe	1	1	2
Promote a positive culture in the workplace	12	2	14
Collaborate with our partners	4	1	5
Be transparent, open, and accessible		1	1
Make best use of our resources	8	2	10
<b>Grand Total</b>	<b>33</b>	<b>13</b>	<b>46</b>

A full summary against each activity is provided in Appendix 1 to this report.

## BACKGROUND

The Annual Plan was produced to provide transparency relating to the planned activity to deliver against the Fire and Rescue Plan priorities. It also provided Directorates the opportunity for resources to be focused and aligned on the activity required for the year and for scrutiny and challenge that the activities undertaken by Essex County Fire Rescue Service will deliver against the priorities of the Fire and Recuse Plan.

Progress against this Plan is captured on highlight reports for each activity, collated together into a summary update report and presented to the Continuous Improvement Board.

Continuous Improvement Board reviewed the update report and discussed the updates given and the recommendations made.

During the Continuous Improvement Board, held on the 3 March, discussions were held around the activities due to be completed by the end of the year, ones which will roll over to next year and new activity for the 2021/22 Annual Plan

Members of SLT were requested to agree end of year updates and status for the activities.

## BENEFITS AND RISK IMPLICATIONS

1. The Annual Plan provides transparency relating to the planned activity to deliver against the Fire and Rescue Plan priorities
2. The Annual Plan provides Directorates the opportunity for resources to be focused and aligned on the activity required for the year
3. The Annual Plan and quarterly updates provide assurance for the Police Fire and Crime Fire and Rescue Authority that the required activity is underway and being delivered, and for scrutiny and challenge.
4. The benefits and risk implications are managed within the individual workstreams

## FINANCIAL IMPLICATIONS

Directors are responsible for formulating annual budgets to ensure delivery of the activity defined in the Annual Plan.

## EQUALITY AND DIVERSITY IMPLICATIONS

Is this decision anticipated to have an impact on any of the following protected groups as defined within the Equality Act 2010:

<i>Race</i>	<i>No</i>	<i>Religion or belief</i>	<i>No</i>
<i>Sex</i>	<i>No</i>	<i>Gender reassignment</i>	<i>No</i>
<i>Age</i>	<i>No</i>	<i>Pregnancy &amp; maternity</i>	<i>No</i>
<i>Disability</i>	<i>No</i>	<i>Marriage and Civil Partnership</i>	<i>No</i>
<i>Sexual orientation</i>	<i>No</i>		

## WORKFORCE ENGAGEMENT

None in relation to this report

## LEGAL IMPLICATIONS

None in relation to this report

## HEALTH AND SAFETY IMPLICATIONS

None in relation to this report