



Essex Police, Fire and Crime Commissioner Fire and Rescue Authority

Decision Report

Please ensure all sections below are completed

Report reference number: 023-22
Government security classification Official
Title of report: ECFRS Annual Plan 2021/22 Closure report
Area of county / stakeholders affected: All
Report by: Lucy Clayton, Performance and Business Intelligence Manager
Date of report: 21/9/2022
Enquiries to: Lucy Clayton

1. Purpose of the report

To continue the Annual Plan process there is a requirement to close the Annual Plan 2021/22 now that the Annual Plan 2022/23 has been approved.

2. Recommendations

The Board is asked to agree to the recommendations in the appended report in order that the Annual Plan 2021/22 be closed.

3. Benefits of the proposal

The closure of the Annual Plan is the culmination of the work completed and assured in the last financial year; progression to the new plan evidences confidence in the process and notes the work completed to date. The 2022-23 Annual Plan was agreed via decision sheet 010-22.

4. Background and proposal

Please refer to the appended report.

5. Alternative options considered and rejected

The only other alternative available would be to leave the Annual Plan 2021/22 open. The Annual Plan 2022/23 has already been opened based on agreed priorities. All activities in the 2021/22 plan have been completed or rolled over to the new plan and leaving it open would

require a division of reporting and resources and the new plan to be rewritten to remove the rolled over items.

6. Strategic priorities

As detailed in the appended report, however of note is that the Annual plan provides a clear overview of delivery against the Fire and Rescue Plan priorities, and updates provide clarity and opportunity for scrutiny and challenge. The Annual Plan 2022/23 has already been approved to enable the continuation of this process.

7. Operational implications

The Annual Plan is created in consultation with SLT, ELT, appropriate managers and other staff in order to provide an accurate reflection of work against the agreed targets. The streamlining of the reporting into the Plan has assisted in enabling ECFRS to better use its resources in this area. Not closing the Plan would require the resources to be split between working on the old and new plans which would be detrimental to productivity.

8. Financial implications

The annual budget projects will have taken into consideration some areas of the annual plan. Some items may require further financial decisions which will be carried out in accordance with the Authorities governance arrangements.

9. Legal implications

There are no legal implications directly related to this decision.

10. Staffing implications

There are no implications related directly to this decision.

11. Equality and Diversity implications

This decision is not anticipated to have an impact on any of the following protected groups as defined within the Equality Act 2010:

Race	No	Religion or belief	No
Sex	No	Gender reassignment	No
Age	No	Pregnancy & maternity	No
Disability	No	Marriage and Civil Partnership	No
Sexual orientation	No		

12. Risks

Please refer to the appended report.

13. Governance Boards

The appended report was submitted to the Strategic Board on 8 June.

14. Background papers

Appendix A: Report

Decision Process (023-22)

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.)

.....

Sign: Date:.....

Step 1B – Consultation with representative bodies

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

Any activities on the Annual Plan that require consultation are managed in their own individual work stream. The Annual Plan itself does not require consultation with Representative Bodies

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:

Date:

Chief Finance Officer Sign:

Print:

Date:

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)

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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:

.....

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 / DPFCC)

Print: Date signed:

I do not agree the recommendations to this report:

Sign: (PFCC / DPFCC)

Print: Date signed: