

# ROYAL BERKSHIRE FIRE AUTHORITY REPORT



<b>COMMITTEE</b>	<b>FIRE AUTHORITY</b>
<b>DATE OF MEETING</b>	<b>22 APRIL 2024</b>
<b>SUBJECT</b>	<b>ANNUAL PLAN 2024/25</b>
<b>LEAD OFFICER</b>	<b>PAUL BREMBLE; HEAD OF CORPORATE SERVICES</b>
<b>LEAD MEMBER</b>	<b>N/A</b>
<b>EXEMPT INFORMATION</b>	<b>NONE</b>
<b>ACTION</b>	<b>FOR DECISION</b>

## **1. EXECUTIVE SUMMARY**

- 1.1 The Annual Plan will provide direction for the organisation for the next year within the context of the Corporate Plan and Community Risk Management Plan (CRMP) 2023-27 and the RBFRS Development Programme. It will define the scope of the organisation's activities in terms of what it will and will not do. It will match the activities of the organisation to the environment in which it operates so that it maximises opportunities and minimises threats, and will synchronise the organisation's activities to its resource capacity.

## **2. RECOMMENDATION**

- 2.1 **APPROVE** the Annual Plan 2024/25 for publication (Appendix A)

## **3. REPORT**

- 3.1 This Plan reflects the Fire Authority's Strategic Commitments as set out in the Corporate Plan and CRMP, by highlighting the areas of focus for the second year of the 2023-27 period and stating the measures of success and setting associated targets to achieve them. The Annual Plan includes objectives for the RBFRS Development programme.
- 3.2 The Strategic Commitments were reviewed at the January members workshop and updated to align with feedback from the Authority.

- 3.3 The Plan will be available on the intranet to provide a single access point for all staff to assist with planning and decision-making. In addition, it will be published on the RBFRS website for the public.
- 3.4 The Plan is linked to our service planning and the contents are reflected in our performance management and quarterly reporting processes.
- 3.5 The component parts of the Annual Plan are:
  - 3.5.1 Delivery of the Annual Objectives
  - 3.5.2 Strategic Commitments
  - 3.5.3 Priority Programmes
  - 3.5.4 People Strategy Objectives
  - 3.5.5 Risk and Assurance
  - 3.5.6 Corporate Measures
- 3.6 The Plan includes nine Strategic Commitments for the 2024-25 year. The first six of these reflect the Strategic Commitments agreed in the Corporate Plan and CRMP. There are a further three commitments added to include areas relating to how we deliver our service.
- 3.7 The Annual Plan proposes some changes to our Corporate Measure targets this year. These changes are the result of our maturing understanding of risk in our communities and evaluation of our current practice.
- 3.8 These changes are summarised in Annual Plan 24-25 Measures Supporting Paper (Appendix B).

#### **4. CONTRIBUTION TO STRATEGIC COMMITMENTS**

- 4.1 The Annual Plan supports the delivery of all six Strategic Commitments, by setting a clear plan for the year.
- 4.2 Prevention: We will reduce the risk to our communities through our partnership duties and prevention education activities, ensuring that our services are accessible to all.
- 4.3 Protection: We will support those with responsibility for premises to understand their duties in ensuring the safety of all people using buildings covered by the Building Safety Act 2022 and Regulatory Reform (Fire Safety) Order 2005, whilst ensuring that our services are accessible to all.
- 4.4 Response: We will ensure that our people are trained and resources are located to provide the most effective response and to have a positive impact on incidents in our communities.
- 4.5 Resilience: We will ensure we are resilient and work with our partners to promote and build resilience in the communities we serve.
- 4.6 Sustainability: We are committed to ensuring that we provide a financially sustainable and environmentally friendly service to our communities.

4.7 People: We will support our staff by providing a safe and inclusive environment for them to thrive in, building a diverse organisation that is engaged with, and accessible to, our communities.

## **5. FINANCIAL IMPLICATIONS**

5.1 The Annual Plan is set with reference to the financial strategy.

## **6. LEGAL IMPLICATIONS**

6.1 There are no legal implications arising from this plan.

## **7. EQUALITY AND DIVERSITY IMPLICATIONS**

7.1 There are no direct impacts from the Annual Plan. The Plan includes objectives relating to our Equality and Diversity strategy.

## **8. RISK IMPLICATIONS**

8.1 There are no direct impacts from the Annual Plan.

## **9. CONSISTENCY WITH DUTY TO COLLABORATE**

9.1 The Annual Plan includes objectives relating to Collaboration.

## **10. PRINCIPAL CONSULTATION**

10.1 The Senior Leadership Team, Chief Fire Officer and Chief Finance Officer have been consulted in the preparation of this report.

## **11. BACKGROUND PAPERS**

11.1 Corporate Plan and Community Risk Management Plan 2023-27

## **12. APPENDICES**

12.1 Appendix A – Annual Plan 2024-25

12.2 Appendix B – Annual Plan 24-25 Measures Supporting Paper

## **13. CONTACT DETAILS**

13.1 Angela Smith  
Programme Office and Inspection Manager  
07776 340332