



**Essex Police, Fire and Crime Commissioner Fire and Rescue Authority**

**Decision Report**

**Report reference number:** 030-24

**Government security classification** Official

**Title of report:** ECFRS Annual Plan 2023/24 Closure Report

**Area of county / stakeholders affected:** All

**Report by:** Lucy Clayton, Head of Performance and Analytics

**Date of report:** 13 June 2024

**Enquiries to:** Moira Bruin, Deputy Chief Fire Officer

**1. Purpose of the report**

To continue the Annual Plan process, there is a requirement to close the Annual Plan 2023/24.

**2. Recommendations**

The Board is asked to agree to the recommendations in the appended report in order that the Annual Plan 2023/24 can 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.

**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 2023/24 open. The new Continuous Improvement Plan has already been opened based on agreed priorities. All activities in the 2023/24 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 new Continuous Improvement Plan will enable the continuation of this process.

## 7. Operational implications

The Annual Plan is created in consultation with the Service Leadership Team, their direct reports, appropriate managers and other staff 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

There are no financial implications directly related to this decision. The annual budget setting process considers the work contained in the Plan.

## 9. Legal implications

There are no legal implications directly related to this decision.

## 10. Staffing implications

There are no staffing implications related directly to this decision.

## 11. Equality and Diversity implications

The actions being taken will not have a disproportionate impact on individuals with protected characteristics (as defined within the Equality Act 2010), when compared to all other individuals, and will not disadvantage people with protected characteristics.

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		

The Core Code of Ethics Fire Standard has been fully considered and incorporated into the proposals outlined in this paper.

## 12. Risks

Please refer to the appended report.

## 13. Governance Boards

The appended report was agreed at the Senior Leadership Team (SLT) on 30 April 2024 and submitted for approval to the PFCC's Fire and Rescue Strategic Board on 13 June 2024.

## 14. Background papers

Appendix – Annual Plan Closure Report 2023 – 24

**Decision Process (038-21)**

**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 recommendation

Sign: .....  .....

Date:... 13/6/24

**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 in 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: P. Brent-Isherwood

Date: 28 June 2024

Chief Finance Officer

Sign: .....  .....

Print: ...Neil Cross... ..

Date: ...13/6/24.....

**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:** .....

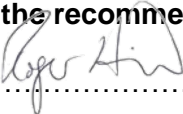
If redaction is required, the Chief Finance Officer or the Monitoring Officer are to sign off that redaction has been completed.

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: 09/07/2024 .....

**I do not agree the recommendations to this report:**

Sign: ..... (PFCC / DPFCC)

Print: ..... Date signed: .....