

## **Report of Assistant Director: Prevention**

### **Annual Service Review 2020-21 and Annual Service Plan 2021-22**

#### **Purpose of report**

1. To adopt the Annual Service Review 2020-21 and the Annual Service Plan 2021-22, and approve them for publication.
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#### **Recommendation**

***It is recommended that Members consider the Annual Service Review 2020-21 and the Annual Service Plan 2021-22 and approve them for publication on the Service website, subject to any final minor changes as agreed by the Chief Fire Officer in consultation with the Chairman.***

#### **Introduction and Background**

2. The Service produces a Fire Authority Annual Service Review and Annual Service Plan Report as part of its corporate planning process. The Annual Service Review provides a review of the previous year's activity and performance, and an overview of the Service organisation and budget. The Annual Service Plan is a look ahead to the priorities for the coming year, arranged against the overall aims of the Community Risk Management Plan (CRMP).
3. The documents are prepared in a style ready for publication on the Service website and include the use of infographics and hyperlinks that are more visual, engaging and relevant to an increasingly online audience to accurately summarise our activities.
4. The two shorter reports are produced in a new format for this year and replace the Fire Authority Annual Report which the Service has used to report this information in previous years. They are enclosed as separate appendices.

#### **The Annual Service Review 2020-21**

5. The Review provides information on the Service's main activities throughout the year. It was a year dominated by the Covid-19 pandemic, and there is a short feature on our response activities during this time. Despite the pandemic, the Service continued working throughout the year with some groups of staff working from home. Figures presented in the Review show that we attended just over 7,000 incidents, down 11 per cent on the previous year, and continued our prevention and protection activities. During the year, we also prepared the new Community Risk Management Plan 2021-25 in conjunction with Shropshire Fire and Rescue Service's own Integrated Risk

Management Plan 2021-25 and addressed a number of the recommendations of the Grenfell Tower Inquiry phase 1 report. We were also inspected by Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services on our response to Covid-19 in the early stages of the pandemic.

6. The Review concludes with a selection of highlights across all areas of the Service, including our ongoing work to promote equality, diversity and inclusion across the Service. The Review is included as Appendix 1.

### **The Annual Service Plan 2021-22**

7. The Plan focuses on the key priorities for the Service in 2021-22, following the restructuring of Service departments. The headline priorities have been collected together under the new CRMP to highlight the overall focus on prevention, protection, response, valuing our workforce, and value for money. In addition to these headline priorities, each department is also working on their more detailed business plans, in order to help deliver the actions set out in the Service Plan. The Plan is included as Appendix 2.

### **Conclusion/Summary**

8. Two new-style reports have been prepared: the Annual Service Review, which looks back at our work over the last year; and the Annual Service Plan, which sets out our key priorities for the coming year.
9. Subject to Authority approval, the finalised reports will be published on the Service website.

### **Corporate Considerations**

<b>Resource Implications</b> (identify any financial, legal, property or human resources issues)	Both reports provide information on resources necessary to support the implementation of Fire Authority objectives.
<b>Strategic Policy Links</b> (identify how proposals link in with current priorities and policy framework and if they do not, identify any potential implications).	The Review highlights key achievements and performance in delivering the Service's core purpose during 2020-21, and the Plan highlights proposed priority actions in 2021-22 to support the delivery of CRMP 2021-25 objectives.
<b>Risk Management / Health &amp; Safety</b> (identify any risks, the proposed control measures and risk evaluation scores).	The Plan provides an overview of proposed priority actions, Any risk implications are considered as part of the details of each activity as drawn up in departmental business plans.
<b>Consultation</b> (identify any public or other consultation that has been carried out on this matter)	Senior Management Board consultation

<b>Equalities</b> (has an Equalities Impact Assessment been completed? If not, why not?)	Project or activity managers are required to consider proposed activities against the Service's equality objectives as set out in the Equality, Diversity and Inclusion Plan 2020-25.
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### **Supporting Information**

Appendix 1 – Annual Service Review 2020-21 – separate enclosure

Appendix 2 – Annual Service Plan 2021-22 – separate enclosure