

report

meeting	NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY	
date	29 July 2005	agenda item number

REPORT OF THE CHIEF FIRE OFFICER

CORPORATE RISK PROFILE

1. PURPOSE OF REPORT

The purpose of this report is to inform Fire & Rescue Authority on how a Risk Profile is used to influence priorities for future success.

2. BACKGROUND

2.1 There are many definitions of risk management including the planned and systematic approach to the identification, evaluation and economic control of risk and the discipline by which organisations identify and deal with the uncertainties that threaten their success.

2.2 To ensure that Nottinghamshire and City of Nottingham Fire & Rescue Service meets the challenge of such uncertainties, a risk profile is maintained of all of the potential risks that threaten the organisation and its vision of a "Safer Nottinghamshire putting Safety at the Heart of the Community".

3. REPORT

3.1 Important changes in legislation, together with risks around corporate governance, Best Value and Comprehensive Performance Assessment has meant that risk management has become a vital function within public sector bodies.

3.2 Nottinghamshire and City of Nottingham Fire & Rescue Service recognised very early on that effective risk management procedures were essential if it has to achieve its laid out objectives.

3.3 As a consequence of the need to plan effectively, demonstrate improvements, minimise risks, issue annual reports and plans, and promote a framework for future planning, Nottinghamshire and City of Nottingham Fire & Rescue Service produced a profile of the risks associated with their ten objectives set in 2001/2002.

3.4 The Risk Profile (see example at Appendix A) has been maintained since as a register which continuously assesses risks to the organisation. Its effectiveness in this process was recognised by the Association of Local Authority Risk Managers (ALARM) in June 2003 and Nottinghamshire and City of Nottingham Fire & Rescue Service received an award for putting risk at the forefront of public service thinking.

3.5 The risk profile helps the organisation with its planning, both financial and risk, by identifying those issues which require immediate action and those

which can be less of a priority. A three-year approach to prioritisation is used which helps the Service produce its three-year plans.

4. FINANCIAL IMPLICATIONS

There are no direct financial implications from the profile itself, although the maintenance of it ensure that the risks of a lack of finance, liability and asset usage are all addressed.

5. PERSONNEL IMPLICATIONS

The current risk and planning profile is maintained by the Head of Information Services although upon appointment, the responsibility will rest with the new Risk Manager.

6. EQUALITY IMPACT ASSESSMENT

The Risk Profile ensures that the Fire & Rescue Authority assesses the risk of the achievement of its Race Equality Scheme and Equal Opportunities responsibilities. The appointment of the Equalities Officer is a direct response to the profile identifying the risks of not having such a postholder to action the issues relating to equalities.

7. RISK MANAGEMENT IMPLICATIONS

A Risk Management Culture, reflected by the Corporate Risk Profile ensures that Nottinghamshire and City of Nottingham Fire & Rescue Service tackles the risks that present themselves to the achievement of the Authority's vision.

8. RECOMMENDATIONS

That Members note the contents of this report and endorse the continued usage of the Risk and Planning Profile as part of Nottinghamshire and City of Nottingham Fire & Rescue Service's planning framework.

9. BACKGROUND PAPERS FOR INSPECTION

None.

Paul Woods
CHIEF FIRE OFFICER

GOAL TWO – SUPPORTING OUR EMPLOYEES

Risk	Controls	Considerations	Accept Yes/No	Risk Profile	Planning Profile	Action	SMT Responsibility	Complete/ Review	Resources	Audit
1. Recruitment strategy not meeting expectations (strategic).	1. Robust selection process. 2. Positive action 3. Setting up monitoring processes to provide data.	Integrated into HR strategy addressed in 7.2.	Yes	3/2=5	1	Maintain current strategy and review effectiveness annually.	HR	2005	Training Manager Personnel Regional MB	
2. HR Strategy not meeting expectations (strategic).	1. No clear controls.		No	5/4=9	5	Develop and implement human resource strategy.	HR	2005	Personnel	
3. No clear roles and matching training requirements [role maps] (process).	1. Integrated into IPDS development.		Yes	3/2=5	1	Maintain IPDS development	HR	2004/05	Personnel 2 people 75K	
4. Insufficient resources to meet existing objectives (operating).	1. No clear controls	Training function subject to BV and corporate review.	Yes	3/2=5	1	Ensure resource requirements included in BV review.	HR	2004/05		
5. Incomplete consideration of 2x12 shifts.	1. Implications 2. Practicality study.	National issues. Framework Document.	Yes	1/2=3	1	Proposal Implementation	DCFO	2004	Mark Healey Jim Norris Martin Smart	
6. Existing shift duration not meeting demand of the organisation.	1. Investigate current 9 & 15 system. 2. Examine 2x12 system.	Fall back options. Shift start times work routines family friendly issues.	Yes	1/2=3	1	Negotiations Implementation	HR	31 Dec 2003 2004	Tracey Crump Jim Norris	
7. Existing shift pattern not meeting demand of the organisation.	1. Current 2:2:4 2. Examine alternatives.	Brigade staff ideas. Other practices, eg abroad 24/7.	Yes	2/2=4	1	Research to commence.	HR	2004	Tracey Crump Jim Norris	

GOAL ONE – RESPONDING TO THE NEEDS OF THE COMMUNITY.

Risk	Controls	Considerations	Accept Yes/No	Risk Profile	Planning Profile	Action	SMT Responsibility	Complete/ Review	Resources	Audit
1. Unable to identify causes of fire (process)	<ol style="list-style-type: none"> Carry out fire investigations every known fire. Store in databases. Info available to people who need it. Training to specialist team. Keep up-to-date with technical developments. 		Yes	2/1=3	1	<p>Maintain existing controls.</p> <p>Introduce arson task force.</p>	ACO SS	2005	Head of CS	
2. Unable to develop and communicate right message to public about fire (process).	<ol style="list-style-type: none"> Use available data to focus and communicate right message. Resources have been allocated but reasons for success not necessarily identified. Toolbox approach. Database information 		Yes	2/2=4	1		ACO SS	2005	Head of CS	
3. Unable to identify target groups (process).	<ol style="list-style-type: none"> Developing GIS. FDR1 development. NottsLink All encompassing child strategy/generic target groups from national data. MIS 	Accuracy of current data unclear HFRA data collection to enhance system.	No	4/4=8	5	Assess overall long-term data requirements and analyse data so that it may be used effectively.	ACO IS/SS	2005	35K Data System	
4. Inadequately financed (financial).	<ol style="list-style-type: none"> Ring-fenced CFS contingency fund. Commitment from CFA to fund CFS activities. Sponsorship and Marketing Officer. 	Unable to identify total amount of finance allocated to CS	No	2/2=4	6	Determine whether feasible or cost effective to identify total CS spend.	Finance Director	2004		