



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority

# COMMUNITY RISK MANAGEMENT PLAN 2022-2025

Report of the Chief Fire Officer

**Date:** 25 February 2022

**Purpose of Report:**

To update Members on the consultation of the Community Risk Management Plan (CRMP), propose a final CRMP for publication and delivery of year one actions through the Annual Delivery Plan.

**Recommendations:**

It is recommended that Members:

- Note the consultation feedback and amendments made to the CRMP
- Approve the final draft version of the Service's CRMP
- Approve the contents of the Year One Annual Delivery Plan

## CONTACT OFFICER

**Name:** Candida Brudenell  
Assistant Chief Fire Officer

**Tel:** 0115 9670880

**Email:** candida.brudenell@notts-fire.gov.uk

**Media Enquiries Contact:** Corporate Communications Team  
(0115) 967 0880 corporatecomms@notts-fire.gov.uk

## **1. BACKGROUND**

- 1.1 The Fire and Rescue National Framework for England (National Framework document) states that fire and rescue authorities are required to produce an integrated risk management plan and, in doing so, they must assess all foreseeable fire and rescue related risks that could affect their communities.
- 1.2 The tenure of the Service's current Integrated Risk Management Plan ends on the 31 March 2022, requiring the Service to publish a new plan from 1 April 2022.
- 1.3 The National Framework document also requires Integrated Risk Management Plans (IRMPs) to be easily accessible to the public and reflect effective consultation with the community, staff representative bodies and partners throughout their development (and at all review stages).
- 1.4 The Service has been developing its approach to IRMP planning for the last 18 months and this report seeks approval from Members on the Service's new Community Risk Management Plan (CRMP) 2022-2025.
- 1.5 The Fire and Rescue Service National Framework also states that fire and rescue services must be transparent and accountable to their communities for their decisions and actions and encourage involvement in planning their local service through effective engagement.
- 1.6 Members have previously approved the Service's move to producing a Community Risk Management Plan (CRMP) in line with guidance from the National Fire Chief's Council and to align to the CRMP Fire Standard published in 2021.

## **2. REPORT**

### **CRMP CONSULTATION**

- 2.1 Members will be aware that during the initial stages of CRMP development, in Spring 2021, the Service undertook a pre-consultation engagement. The outcomes of this consultation were reported to members at the full Fire Authority meeting on 23 July 2021.
- 2.2 In accordance with the approved Consultation Framework, the Service undertook a full consultation on the draft CRMP which included details of proposed strategic goals that the Service would deliver over the three-year period.
- 2.3 The Service commissioned leading consultation company Opinion Research Services (ORS) to deliver the public consultation process. This supported a professional and independent approach.

- 2.4 The public consultation ran for a period of 10 weeks from 18<sup>th</sup> October 2021 to 24<sup>th</sup> December 2021. During this time, ORS facilitated three public focus groups. At a request of the Service, and following feedback from Members and the pre-consultation phase, a specific disability focus group was also conducted.
- 2.5 To support the community consultation, the Service wrote to over 180 external stakeholder bodies to invite feedback. This included neighbouring fire and rescue services, Nottinghamshire blue light partners, all tiers of Local Authorities, diversity, disability and community groups, and other public sector bodies.
- 2.6 Throughout the consultation period, the Service promoted the consultation through its social media channels which reached nearly 70,000 users.
- 2.7 The Service also undertook direct engagement. Over 2000 leaflets were handed out to members of the public, business owners and service users by service staff. Engagement was undertaken with service users who were either the recipient of a Safe and Well Visit, a Business Safety Inspection, or following an incident.
- 2.8 Printed copies of the CRMP consultation document, and information on how to engage in the consultation, were placed in 60 public libraries across the city and the county.
- 2.9 The Service contacted 17 community leaders to raise awareness across key community groups and promotional videos were produced in foreign languages to encourage engagement from people for whom English is not their first language.
- 2.10 A technical peer review of the Service's approach to the CRMP process was also undertaken. Colleagues from Lincolnshire Fire and Rescue and Derbyshire Fire and Rescue reviewed and provided feedback on all aspects of the CRMP process. This feedback was considered alongside the broader consultation feedback.
- 2.11 In January 2022, the Service received the formal report from ORS that detailed the findings from the consultation. In total, 98 responses to the consultation questionnaire were received. Of these, 91 were completed by individuals and 7 were submitted on behalf of organisations.
- 2.12 Profiling data shows the 91 personal responses were received from a cross-section of communities. It also showed that 26 respondents were NFRS employees; 22 of the remaining 65 respondents did not state whether or not they worked for the Service.
- 2.13 A total of 38 people attended the three general focus groups. A further four attended the disability group.
- 2.14 The full consultation feedback can be referenced in Appendix A of this report

## **CHANGES FOLLOWING CONSULTATION**

- 2.15 Following a full review of consultation, stakeholder and peer review feedback the following changes have been made to the draft document:
- The CRMP document has been reformatted to present the information more succinctly, improve the reader experience and reduce its length;
  - Greater clarity has been provided to address questions raised regarding the Service's focus on promoting its EDI agenda;
  - Graphics have been changed to improve the presentation of data;
  - The actions for each strategic goal have been reviewed and refined, to ensure they are clear and achievable;
  - Within the document, the role that public feedback has played in shaping the document is referenced specifically. For example, the agreement levels are stated next to each of the strategic goals.
- 2.16 A consistent theme from all of the focus groups was a lack of understanding of the breadth of the fire service's remit, aside from attending incidents. There was little understanding the wider role the Service has in promoting safety, delivering non-traditional fire service functions and delivering public value. To address this, a public communication plan is being reviewed and will run alongside the CRMP to help promote greater public awareness in how we fulfil our purpose of creating safer communities.
- 2.17 To ensure continued transparency, public feedback to the consultation is available on the Service's website in a 'you said- we did' format.

## **COMMUNITY RISK MANAGEMENT PLAN 2022-25**

- 2.18 The proposed final version of the Service's full CRMP 2022 - 2025 is presented in Appendix B of this report for the approval of Members.

## **ANNUAL DELIVERY PLAN 2022-2023**

- 2.19 The Service's Annual Delivery Plan (ADP) 2022-23 is presented in Appendix C of this report. As the ADP will only be published online, it is presented to Members as a basic text format.
- 2.20 The ADP gives a focused view of the business year ahead and highlights, for each of the strategic goals in the CRMP, which actions will be delivered in the coming financial year.
- 2.21 An ADP will be produced for each of the three years of the CRMP with the Service's Annual Statement of Assurance reporting outcomes to the Authority at the end of each year.
- 2.22 It is recommended that Members approve the new Annual Delivery Plan 2022-23 and agree to receive updates through the Committee structures on progress against the relevant actions throughout the year.

## **ACCESSIBILITY**

- 2.23 The approved plans will be effective from 1 April 2022.
- 2.24 The primary means to access the new CRMP and the ADP will be via the Service's website.
- 2.25 This online approach ensures we conform to current accessibility regulations and means that the documents can be translated into multiple languages, and the formatting supports the use of screen readers. Alternative printed versions will continue to be available on request to the public and printed version will be made available for internal reference.
- 2.26 A communications and launch plan are in place to raise awareness of the new CRMP and the ADP both internally and externally to the organisation.

## **3. FINANCIAL IMPLICATIONS**

- 3.1 The CRMP has been developed in line with the Service's Medium-Term Financial Strategy.
- 3.2 All of the business actions within the Annual Delivery Plan go through the Service's annual business planning process which includes robust financial and resource planning.

## **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

There are no human resources or learning and development implications arising from this report.

## **5. EQUALITIES IMPLICATIONS**

- 5.1 Equality Impact Assessments (EIAs) were undertaken for the consultation and the main CRMP document.
- 5.2 Any projects arising from strategic goal actions will be subject to a specific EIAs.
- 5.3 The hosting of the documents through the Service's website ensures that the Service meets current accessibility requirements for a range of communities.

## **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

## **7. LEGAL IMPLICATIONS**

The Fire Authority has a statutory duty to produce an integrated risk management plan and a requirement to fully consult, and consider the responses, on any changes to service delivery.

## **8. RISK MANAGEMENT IMPLICATIONS**

- 8.1 The proposed Community Risk Management Plan addresses the requirements of the National Framework Document to assess '*all foreseeable fire and rescue service risks*' and captures the actions that the Service will take to mitigate these.
- 8.2 The delivery of CRMP actions align to the Service's corporate risk management process

## **9. COLLABORATION IMPLICATIONS**

- 9.1 The Service has been in contact with neighbouring Services, partner agencies and its communities throughout the development of the proposed plan.
- 9.2 Any business actions are always assessed specifically to review collaboration opportunities

## **10. RECOMMENDATIONS**

It is recommended that Members:

- 10.1 Note the consultation feedback and amendments made to the CRMP
- 10.2 Approve the final draft version of the Service's CRMP
- 10.3 Approve the contents of the Year One Annual Delivery Plan

## **11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

John Buckley  
**CHIEF FIRE OFFICER**