

IRMP 2009/12 Consultation Process

The guiding principle in deciding how extensively you consult is that any person or organisation that might have a legitimate interest in the proposals under consideration, or who may be affected by those proposals, should have the opportunity to express their views.

The scope of the consultation undertaken should be proportionate to the nature and extent of any changes proposed. The public is clearly most interested in those aspects that impinge directly on the service provided to them, and their perception of its impact upon their safety. This will include those instances when proposed changes will improve the service provided as well as when the reverse occurs, e.g. when resources are permanently redeployed from one location to another to meet identified needs. Staffing and related issues are of great importance to employees and their representatives. Other stakeholder groups may have particular interests in other areas which need to be recognised.

Hereford & Worcester Fire and Rescue Service believes that community consultation is of fundamental importance in ensuring that it involves its community early in the assessment and implementation of delivery options for specific services provided by us. There are a number of different methods that can be used for the consultation process depending upon the objectives that need to be met, the level of resources available, the need to meet statutory criteria and the time available for consultation. In order to ensure Stakeholder (e.g. the community) involvement in our future plans, we adopt various methods of consultation.

This paper sets out the processes and scope of the consultation on our 2009 to 2012 Integrated Risk Management Plan. The consultation period ran from 16 June – 5 September 2008, and due to the nature of the proposals, was an extensive piece of work, using a variety of methods to ensure that as wide a cross-section of our stakeholders were engaged and given an opportunity to understand and respond to the IRMP.

Purpose and Scope of Consultation

Based on FSC 07/002003 and the statutory duty under Section 3 of the Local Government Act 1999, the Fire Authority must consult on any proposed changes to our IRMP through the following guiding principles:

- Any person or organisation must have an opportunity to express their views regarding any significant change if they have a legitimate interest in or may be affected by the IRMP proposals
- The scope of consultation undertaken will be proportionate to the nature and extent of any changes proposed

A summary of proposed actions was published with a questionnaire designed to encourage feedback on any proposals.

With due regard to proportionality based on impact, the following programme of consultation was delivered:

Internal Consultation – from June 16

Information cascade to all staff following FRA meeting	16 June
Area Manager Team Meeting	7 July, 4.00pm – Paul Amos
District Team Meetings	North District: 14 July – Richard Lawrence West District: 21 July – Pete Miles South District: 21 July – Paul Amos
Community Safety Team Meeting	14 July, 10.00am - Paul Amos
Station Managers' Forum	4 August, 9.30am – Paul Amos/Pete Benkwitz
Wholetime/Day crewed Stations	<p>Worcester</p> <p>Red 9 July, 11.00am – Pete Benkwitz/Stn Manager Blue 22 August, 2.00pm – Pete Benkwitz/Stn Man Green 28 August, 10.30am – Pete Benkwitz/Stn Man White 15 July, 3.00pm – Pete Benkwitz/Stn Manager</p> <p>Kidderminster</p> <p>Red 3 July, 6.30pm - CFO Blue 30 June, 6.30pm - CFO Green 3 July, 9.00am - CFO White 16 July, 9.30am - CFO Retained 3 July, 7.30pm - CFO</p> <p>Hereford</p> <p>Red 19 August, 10.00am – Richard Lawrence/SM Blue 30 July, 2.30pm – Richard Lawrence/SM Green 4 August, 11.00am – Pete Benkwitz/SM White 1 August, 10.30am – Richard Lawrence/SM</p> <p>Bromsgrove</p> <p>Red 17 July, 4.30pm - CFO Blue 14 July, 9.30am - CFO Green 3 July, 11.00am - CFO</p>

	White 30 June, 4.30pm – CFO Retained 17 July, 7.00pm - CFO Redditch Red 17 July, 2.00pm - CFO Blue 14 July, 11.30am - CFO Green 4 July, 2.00pm - CFO White 2 July, 6.30pm - CFO Droitwich White 1 September, 2.00pm – Pete Benkwitz/SM Green 4 August, 2.00pm – Pete Benkwitz/SM Evesham White 2 September, 10.00am – Pete Benkwitz/SM Green 5 August, 10.00am – Pete Benkwitz/SM Malvern White 17 July, 11.00am – Pete Benkwitz/Stn Man Green 22 August, 10.00am – Pete Benkwitz/Stn Man
Retained Focus Groups	Leominster – 26 August, 7.00pm – Pete Benkwitz Fownhope – 13 August, 7.00pm – Paul Amos/Richard Lawrence Peterchurch – 30 July, 7.00pm - Paul Amos/Richard Lawrence Worcester – 5 August, 7.00pm – Paul Amos/Pete Benkwitz Evesham – 12 August, 7.00pm – Paul Amos/Richard Lawrence Kidderminster – 4 August, 7.00pm – Paul Amos/Richard Lawrence Bromsgrove – 1 Sept, 7.00pm – Paul Amos/Richard Lawrence
SHQ Focus Groups x 2	22 July, 2.00pm – CFO/Zach Ahmad 23 July, 2.00pm – CFO/Paul Amos
SMT Meeting	11 August, 2.00pm – Paul Amos/CFO
Fire Control	Red 12 August, 3.00pm – Paul Amos White 1 August, 3.00pm – Paul Amos Blue 7 August, 3.00pm – Paul Amos Green 5 August, 3.00pm – Paul Amos
Stores/Workshops	5 August, 10.00am – Paul Amos
TDC	12 August, 10.00am – Paul Amos

Representative Bodies

Focus Group Rep Bodies	
FBU – incl. FBU Retained RFU FOA UNISON GMB	FBU Groups – 6 August, 2.00pm – Paul Amos/Mike Redfern Other TUs – 6 August, 10.00am – Paul Amos/Mike Redfern

Members

FRA information packs for members / constituency groups	To be distributed in July
FRA Training Days	4 September, 10.00am – Paul Amos

Public

Publish on Service Website	Complete
Standard Consultees	July
Press release to local media	Complete
Community Safety Days	12 July, The Big Event, Hereford – Pete Benkwitz 26 July, Evesham - TBC
Town Council Meetings	Evesham – 14 July, 6.30pm PAmos/PBenkw Malvern – paperwork to be sent Droitwich – paperwork to be sent Leominster – paperwork to be sent Ross-on-Wye – paperwork to be sent Ledbury – 7 August – Pete Benkwitz/PAmos Bromyard – 18 August – Pete Benkwitz Kington – paperwork to be sent Kidderminster – paperwork to be sent Pershore – paperwork to be sent