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This circular is	Relevant to the National Framework		
Status	This circular informs fire and rescue authorities of changes made to the current Integrated Risk Management Planning Returns.		

Annual IRMP Returns: Changes for 2007/08 and 2008/09

Issued by:

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Fire and Rescue Service Development Division

Addressed to:

**The Chair of the Fire and Rescue Authority
The Chief Executive of the County Council
The Clerk to the Fire and Rescue Authority
The Clerk to the Combined Fire and Rescue Authority
The Commissioner of the London Fire and Emergency Planning Authority
The Chief Fire Officer**

Please forward to:

Summary

This circular informs fire and rescue authorities about revisions to the current annual operational statistics returns submitted to the Fire Statistics and Research Division. The changes for the community fire safety element have been consulted on. Other revisions take into account the proposed provisions of the Fire and Rescue Service Equality and Diversity Strategy which is due to be published in May 2008.

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1.0 Background

- 1.1 The Integrated Risk Management Planning Returns data collection exercise is an annual administrative data collection of operational statistics from Fire and Rescue Services (FRSs) throughout England. The information produced from these returns is used to compile the Corporate Health Best Value Performance Indicators (BVPIs) and other performance indicators for the FRS. It is also used to produce briefings for Ministers and inform and monitor policy initiatives, in particular, equality and diversity and fire safety.

2.0 Changes for 2007/08

- 2.1 In order to improve and streamline our data collection on pay, we have revised the FIN2 return. The pay section now includes; consolidated and non-consolidated pay and National Insurance contributions. The information collected on FIN2 has also been rationalised, and a number of items have been removed, as they are now collected on the new firefighter pensions estimates form (FPF).
- 2.2 To fulfil the proposed annual reporting provisions of the Fire and Rescue Service Equality and Diversity Strategy and to meet the requirements of the full range of equalities legislation, fire and rescue services should report on all strands of diversity. Changes to HR forms to accommodate this will be in two stages. For the 2007/08 returns HR10-17 and HR18-25, which cover headcounts and recruitment, will include sexual orientation and religion. For 2008/09, the returns that cover retention, training and progression will be amended to include sexual orientation and religion.

3.0 Changes for 2007/08

- 3.1 In 2006/07, a new return was introduced to cover more extensively Community Fire Safety activity (CFS). These returns have been reviewed in order to get more meaningful, consistent and useful information in this important area. The review involved a number of FRSs and the CFS returns and guidance notes for 2007/08 have been revised.
- 3.2 A formal request for the 2007/08 data to be collected on all the IRMP forms will be sent out to FRSs shortly. This will reflect the new information to be collected, which is set out in this circular.
- 3.3 A process of regular review of the content of these forms, including FRS views, will be outlined for coming years.

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