

12 February 2008

To all Chief Fire Officers in England

The adequacy and impact of Integrated Risk Management Planning (IRMP) policy

This letter follows on from my letter dated the 19 December 2007 explaining that Communities and Local Government had commissioned Mott Macdonald to carry out a piece of research to evaluate Integrated Risk Management Planning (IRMP) policy in England. In particular the research is looking at:

- adequacy and impact of the policy and guidance from CLG;
- implementation of the policy at a local level i.e. FRS level;
- impact / outcomes of IRMPs locally and nationally.

That letter set out the background and remit of the research; in particular it described the “nationwide¹” nature of the research and stated that the research will not make any judgement on the adequacy of individual IRMPs.

One key aspect of work outlined in the letter was for the researchers to carry out fieldwork to gather information at a local level. We have now agreed an approach with our researchers to the fieldwork aspect of the research and I am writing to you to seek your support for aspects of the fieldwork.

The fieldwork will consist of two components:

- An online survey, open to all FRSs to respond
- A small number of visits to FRSs to explore case studies in more depth

Online Survey

We intend to circulate details of an online survey to each FRS in England on the 18 February. Attached to this letter is a list of who we understand are the relevant individual contacts in each FRS. With your agreement, we propose to send details

¹ Nationwide in the context of the research only applies to England.

of the online survey to these recipients. We propose to allow two weeks for recipients to respond to the survey.

We would be grateful if you could please inform the relevant staff within your FRS that we will be contacting them shortly with details of an online survey and encourage them to participate.

Should you wish us to contact an alternative individual in your FRS, please do let us know **by 15th February** by contacting Lan-Ho Man. Her contact details are given in at the end of this letter.


Small number of visits to FRSs

The project board (drawn from members of the IRMP steering group) met to agree a small but representative sample of FRSs who they suggested the researchers to approach for the purpose of exploring case studies in more depth.

Simon Hunt will be contacting relevant CFOs for each of these FRSs later in the month to establish if they wish to take part in the second phase of field work and if so to make suitable arrangements for the researchers to visit each FRS locally. We expect these visits to be carried out between mid-March and mid-April and do not envisage the process taking more than one and a half working days in each FRS.

If you have any queries or issues you would like to discuss in relation to this research project, please contact Lan-Ho Man who will be managing the research contract on behalf of CLG. She can be contacted either by email: lan-ho.man@communities.gsi.gov.uk or by telephone on: 020 7944 5582.

I am sending a copy of this letter to members of the IRMP Steering Group and Deputy Directors in Fire and Resilience Directorate CLG.



SANDY BISHOP