

APPENDIX 2

HMICFRS Inspection 2024 – High Level Project Plan		
Date	Activity	Responsibility
Jan 2024	Review the actions taken to address the Areas for Improvement from Round 2 Inspections (and progress work as required)	HMICFRS Internal Prep Team
Feb 2024	Review the progress against the recommendations within HMICFS report 'Values and Culture in fire and rescue services'	HMICFRS Internal Prep Team
Feb 2024	Review the progress against the recommendations Manchester Arena (which will be a focus in the inspection)	HMICFRS Internal Prep Team
Mar 2024	Undertake a Gap Analysis on 'HMICFRS document request' template	HMICFRS Internal Prep Team
Mar 2024	Commence work on 'Position Statement' and 'Self-Assessment' activity	HMICFRS Internal Prep Team
Apr 2024	Establish a Comms and Marketing Plan for CFB's Inspection	Senior Head of Prevention
Jul 2024	Complete Position Statement and Self-Assessment (expected submission date post wk 19 th August 24)	HMICFRS Internal Prep Team
Jul 2024	Collate documents for document request submission (expected submission date post wk 19 th August 24)	ALL Senior Heads to provide to HMICFRS Internal Prep Team
Aug 2024	Complete 'Document Request' Template for agreement of ELT prior to submission	HMICFRS Internal Prep Team
Aug 2024	Complete 'position Statement and Self-Assessment Template for agreement of ELT prior to submission	HMICFRS Internal Prep Team
Aug 2024	Prepare Strategic Brief Presentation	HMICFRS Internal Prep Team
Aug-Sept 2024	Prepare Fieldwork Inspection Arrangements (expected to commence wk 7 th Oct 2024)	HMICFRS Internal Prep Team
Wk 7 th Oct - Wk 4 th Nov 2024	Fieldwork Inspection – timetable will include delivery of Strategic Briefing	Staff as per timetable HMICFRS Internal Prep Team
Nov 2024	Learning from Hot debrief	
Dec 2024	Improvement plan	
Early 2025	Publication of Tranche 3 reports	