

Public Document Pack

LANCASHIRE COMBINED FIRE AUTHORITY

Monday, 25 April 2022 in Washington Hall, Service Training Centre, Euxton commencing at 10.00 am.

Car parking is available on the Main Drill Ground.

IF YOU HAVE ANY QUERIES REGARDING THE AGENDA PAPERS OR REQUIRE ANY FURTHER INFORMATION, PLEASE INITIALLY CONTACT DIANE BROOKS ON TELEPHONE NUMBER PRESTON (01772) 866720 AND SHE WILL BE PLEASED TO ASSIST.

Rooms have been made available for Political Group meetings from 0900am onwards, and tea/coffee will be available in the Canteen from 0845am.

Labour Group – Pendle Room
Conservative Group – Lancaster House 3

AGENDA

PART 1 (open to press and public)

Chairman's Announcement – Openness of Local Government Bodies Regulations 2014

Any persons present at the meeting may photograph, film or record the proceedings, during the public part of the agenda. Any member of the press and public who objects to being photographed, filmed or recorded should let it be known to the Chairman who will then instruct that those persons are not photographed, filmed or recorded.

1. CHAIRMAN'S WELCOME AND INTRODUCTION

Standing item.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

Members are asked to consider any pecuniary and non-pecuniary interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

4. MINUTES OF PREVIOUS MEETING (Pages 1 - 30)

5. MINUTES OF MEETING WEDNESDAY, 16 MARCH 2022 OF PERFORMANCE COMMITTEE (Pages 31 - 52)

6. MINUTES OF MEETING TUESDAY, 29 MARCH 2022 OF AUDIT COMMITTEE (Pages 53 - 58)

7. MINUTES OF MEETING WEDNESDAY, 30 MARCH 2022 OF RESOURCES COMMITTEE (Pages 59 - 68)

8. ANNUAL SERVICE PLAN

Video presentation.

9. MEMBER CHAMPION ACTIVITY REPORT (Pages 69 - 72)

10. FIRE PROTECTION REPORTS (Pages 73 - 78)

11. OPERATIONAL INCIDENTS OF INTEREST (Pages 79 - 84)

12. MEMBER COMPLAINTS

Standing item.

13. DATE OF NEXT MEETING

The next meeting of the Authority will be held on Monday 27 June 2022 at 1000 hours at Washington Hall Training Centre, Euxton.

14. URGENT BUSINESS

An item of business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency. Wherever possible, the Clerk should be given advance warning of any Member's intention to raise a matter under this heading.

15. EXCLUSION OF PRESS AND PUBLIC

The Authority is asked to consider whether, under Section 100A(4) of the Local Government Act 1972, they consider that the public should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, indicated under the heading to the item.

PART 2

16. APPOINTMENT OF INDEPENDENT PERSONS (Pages 85 - 88)

17. REPRESENTATIVE BODY RECOGNITION (Pages 89 - 100)

18. GREEN BOOK SUPPORT STAFF SUSTAINABILITY (Pages 101 - 106)

Agenda Item 4

LANCASHIRE COMBINED FIRE AUTHORITY

Monday, 21 February 2022 at 10.00 am in Washington Hall, Service Training Centre, Euxton

MINUTES

PRESENT:

D O'Toole (Chairman)

Councillors

J Shedwick (Vice-Chair)

L Beavers

P Britcliffe

M Dad

N Hennessy

D Howarth

J Hugo

K Iddon

F Jackson

A Kay

H Khan

Z Khan

J Mein

G Mirfin

S Morris

M Pattison

J Rigby

P Rigby

S Serridge

J Singleton

D Smith

T Williams

R Woollam

61-20/21 CHAIRMAN'S WELCOME AND INTRODUCTION

As the Chairman had been caught in heavy traffic, the Vice-Chairman took the chair.

62-20/21 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor Stephen Clarke.

63-20/21 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

64-20/21 MINUTES OF PREVIOUS MEETING

RESOLVED: - That the Minutes of the CFA held on 13 December 2021 be confirmed and signed by the Vice-Chairman.

65-20/21 MINUTES OF MEETING WEDNESDAY, 15 DECEMBER 2021 OF PERFORMANCE COMMITTEE

RESOLVED: - That the proceedings of the Performance Committee held on 15 December 2021 be noted and endorsed.

66-20/21 MINUTES OF MEETING MONDAY, 7 FEBRUARY 2022 OF PLANNING COMMITTEE

RESOLVED: - That the proceedings of the Planning Committee held on 7 February 2022 be noted and endorsed.

67-20/21 EXECUTIVE BOARD SUCCESSION ARRANGEMENTS

The Chief Fire Officer updated Members on the process for the recruitment and selection to the post of Assistant Chief Fire Officer.

RESOLVED: - That the report be noted.

68-20/21 RECRUITMENT OF INDEPENDENT PERSON

In the absence of the Clerk and Monitoring Officer to the Authority the Director of People and Development updated Members on the process for the recruitment and selection of the Independent Person to replace Mrs Hilary Banks, who had been closely associated with and a dedicated source of guidance for the Fire Authority for over 20 years.

Mrs Banks was present in the meeting. She stated that it had been an honour and pleasure to serve the Authority and Service, in which she was very proud. She had attended many meetings over the years where she had witnessed the dignity and respect shown for the views of Members and Officers and she was thankful to have not had any serious issues to deal with during her tenure. She was concerned that a replacement had not yet been found and, as it was a legal requirement for the Authority to have an Independent Person, she requested what the proposals were to seek her replacement going forwards.

The Director of People and Development advised that it was being considered whether it would be possible to revise the framework of the Local Pensions Board and appoint an independent chairman whose role would also include that of the Independent Person. Mrs Banks expressed concern at the length of time that would take. She felt that there would be many professional people willing to step up to public duty (to serve their community and to some degree enhance their own careers) and she was shocked that there had been no interest expressed even under her current terms. She did not think adding another dimension to the role would make it more attractive when the real role was to serve the Authority.

On behalf of the Authority, the Vice-Chairman expressed sincere thanks Mrs Banks for her dedication and service and Members applauded.

RESOLVED: - That the Authority approved Mrs Banks to continue in the role as Independent Person until a replacement could be appointed.

69-20/21 PAY POLICY STATEMENT 2022/23

The Director of People and Development presented the report. In accordance with the provisions of the Localism Act 2011 a pay policy statement for 2022/23 was considered by Members.

The pay policy published data on senior salaries and the structure of the workforce and it demonstrated the principles of transparency.

The pay policy statement set out the Authority's policies for the financial year relating to: -

- The remuneration of its chief officers;
- The remuneration of its lowest paid employees;
- The relationship between the remuneration of its chief officers and that of other employees who were not chief officers.

The statement included: -

- The level and elements of remuneration for each chief officer;
- Remuneration range for chief officers on recruitment;
- Methodology for increases and additions to remuneration for each chief officer;
- The use of performance-related pay for chief officers;
- The use of bonuses for chief officers;
- The approach to the payment of chief officers on their ceasing to hold office under, or be employed by, the authority, and
- The publication of and access to information relating to the remuneration of chief officers.

It also included the Authority's policies for the financial year relating to other terms and conditions applying to its chief officers.

Councillor Hugo noted the Service paid less than the foundation living wage (currently £9.90) to green book staff on the rate of £9.44 (as referred to on page 54 of the agenda pack); she queried whether this was something the Authority could strive to pay. In response, the Director of People and Development confirmed that the staff on grade 1 posts were at the top of the pay scale at £18,562. He advised that a pay increase offer of 1.75% (or higher to those on the lowest pay point) had been made which would be effective from 1 April 2021 however, this had not been agreed with the representative bodies but this would address her query.

In response to a question raised by County Councillor Hennessy, the Director of People and Development confirmed that the Government view of an appropriate pay for a chief executive should be at a ratio of no more than 1 to 25. When this was applied for the Service at the pay scale of £18,569 the Chief Fire Officer's earning ratio was 1 to 8.249. A more realistic appraisal was a competent firefighter pay where the earning ratio was 1 to 4.64 therefore clearly within standard.

RESOLVED: - That the Pay Policy Statement be approved.

70-20/21

HER MAJESTY'S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES (HMICFRS) UPDATE

This report provided an update regarding the inspection by Her Majesty's

Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) of Lancashire Fire and Rescue Service (LFRS) that started from week commencing 22 November 2021 and the work completed pre and during inspection. Additionally, it covered a summary of the national report, State of Fire 2021, which has recently been published.

The Deputy Chief Fire Officer advised that the Service received a hot debrief from the HMICFRS team on 9 February 2022 however, it was not possible to deduct from that the gradings that would be awarded. Inspection reports were expected to be published in the late Spring 2022 although no specific dates had yet been confirmed. LFRS would receive a copy of its report ahead of this to check for factual errors.

The inspection process had focussed attention regarding some key areas. Overall, the experience had been very positive and enabled the Service to continue to identify areas needing improvement, helping shape many of the actions within Annual Service Plans. When the final report was received in summer it would provide further clarity and direction, therefore enabling the focussing of resources on the areas requiring strengthening to ensure LFRS continued towards its aim of being graded as outstanding.

The report also updated Members on the national State of Fire report produced by Sir Thomas Windsor released in January 2022. The report highlighted that overall, nationally there had been progress from round 1 inspections with improvements in culture and people and investment in fire protection. However, an area identified as being problematic was the resourcing and prioritising of prevention work. Other areas identified as requiring further improvement included the diversity of recruitment and challenges around the on-call duty system. Members considered appendix 1 which set out a summary of 6 national recommendations of which 2 had been completed with the remaining 4 ongoing.

The Deputy Chief Fire Officer advised that having done one full round of inspections, the HMICFRS were now much more mature in their considerations.

The Authority commended the work done by Officers and staff and looked forward to the final report with confidence.

RESOLVED: - That the report be noted and endorsed.

71-20/21 TREASURY MANAGEMENT STRATEGY 2022/23

The Director of Corporate Services / Treasurer advised that the Financial Strategy encompassed the following 4 items on the agenda which were intrinsically linked, with changes in one impacting on the others: i) the Treasury Management Strategy set out investment, borrowing, repayment and how money was set aside to repay borrowing, ii) the Reserves and Balances Policy set out savings and how they were planned to be used over the next 5 years; iii) the Capital Strategy and Budget set out major expenditure for investment within the Service and iv) the Revenue Budget was for the day to day running of the Service.

The Chairman of the Authority arrived at this point and apologised for his late

arrival.

The Director of Corporate Services / Treasurer presented the report that set out the Treasury Management Policy and Strategy for 2022/23.

Treasury Management Strategy for 2022/23

The Strategy Statement had been prepared in accordance with the CIPFA Treasury Management Code of Practice. Accordingly, the Lancashire Combined Fire Authority's Treasury Management Strategy would be approved by the full Authority, and there would also be a mid-year and a year-end outturn report presented to the Resources Committee. In addition, there would be monitoring and review reports to Members in the event of any changes to Treasury Management policies or practices. The aim of these reporting arrangements was to ensure that those with ultimate responsibility for the treasury management function appreciated fully the implications of treasury management policies and activities, and that those implementing policies and executing transactions had properly fulfilled their responsibilities with regard to delegation and reporting.

The Authority had adopted reporting arrangements in accordance with the requirements of the Code as set out in the report.

The Treasury Management Strategy covered the following aspects of the Treasury Management function: -

- Prudential Indicators which would provide a controlling framework for the capital expenditure and treasury management activities of the Authority;
- Current Long-term debt and investments;
- Prospects for interest rates;
- The Borrowing Strategy;
- The Investment Strategy;
- Policy on borrowing in advance of need.

Setting the Treasury Management Strategy for 2022/23

In setting the treasury management strategy the: economic forecasts, interest rate forecasts, the current structure of the investment and debt portfolio and the future capital programme and underlying cash forecasts were considered.

Economic background

The treasury management activity would be influenced by the forecast of interest rates for the year. In December 2021 the Bank of England increased the Bank Rate by 0.15% to 0.25%. This increase was the first in over 3 years and was made in response to inflationary pressures. This was followed by a further 0.25% increase in February to give a base rate of 0.5%. The November inflation rate, as measured by Consumer Prices Index (CPI) was 5.1% which was the highest for a decade and the Bank of England forecasts suggested it might rise to 6% or 7% in the first few months of 2022.

Arlingclose Forecast

The Authority's treasury management adviser Arlingclose had already forecast that Bank Rate would rise to 0.50% in the first quarter of 2022 to subdue inflationary pressures and the perceived desire by the Bank of England to move

away from emergency levels of interest rates. Following the actual base rate increase they had updated their forecasts which predicted an increase to 1.0% in the first half of the new financial year.

Current Treasury Portfolio Position

At the 31 December 2021 the debt and investments balances were: -

Debt	Principal £m	%
Fixed rate loans from the Public Works Loan Board	2.000	100%
Variable rate loans		-
	2.000	100%
Investments		
Variable rate investments with Lancashire County Council	22.400	69%
Fixed rate investments	10.000	31%
	32.400	100%

The level of investment represented the Authority's cumulative surplus on the General Fund, the balances on other cash-backed earmarked reserves and a cash-flow balance generated by a surplus of creditors over debtors and by grant receipts in advance of payments. There was a net investment figure of £30m.

Borrowing and Investment Requirement

In the medium term LCFA borrowed for capital purposes only. The underlying need to borrow for capital purposes was measured by the Capital Financing Requirement (CFR), while usable reserves and working capital were the underlying resources available for investment.

The CFR forecast included the impact of the latest forecast of the funding of the Capital Programme which currently assumed there would be no borrowing until 2024/25 (it was noted that borrowing only affected the CFR the year after it was taken out). A voluntary MRP was made in 2019/20 to take the future loans element of the MRP to nil.

CIPFA's Prudential Code for Capital Finance in Local Authorities recommended that the Authority's total debt should be lower than its highest forecast CFR over the next three years. However, the table in the report showed that the level of loans was above the CFR at 1/4/21. This was the result of the Authority adopting a policy of setting aside additional Minimum Revenue Provision (MRP) in order to generate the cash to repay loans either on maturity or as an early repayment. The table indicated that rather than having a need for borrowing it was estimated that the Authority had an underlying need to invest although the available balances were forecast to reduce.

Although the Authority did not have plans for new borrowing until 2024/25 it currently held £2.0m of loans as part of its strategy for funding previous years' capital programmes.

Borrowing Strategy

The draft Capital Programme showed a requirement to use borrowing to fund the

capital programme in the later years. At this stage it was extremely unlikely that borrowing would be required in 2022/23. However, it was still best practice to approve a borrowing strategy and a policy on borrowing in advance of need. In considering a borrowing strategy the Authority needed to make provision to borrow short term to cover unexpected cash flow shortages or to cover any change in the financing of its Capital Programme.

In the past the Authority had raised all of its long-term borrowing from the Public Works Loan Board, but if long term borrowing was required other sources of finance, such as local authority loans, and bank loans, would be investigated which may be available at more favourable rates. Short-term borrowing if required would most likely be taken from other local authorities.

Therefore, the approved sources of long-term and short-term borrowing were: Public Works Loan Board, UK local authorities, any institution approved for investments, any other bank or building society authorised by the Prudential Regulation Authority to operate in the UK and UK public and private sector pension funds.

Policy on Borrowing in Advance of Need

In line with existing policy the Authority would not borrow more than or in advance of need purely in order to profit from the investment of the extra sums borrowed. However advance borrowing may be taken if it was considered that current rates were more favourable than future rates and that this advantage outweighed the cost of carrying advance borrowing. Any decision to borrow in advance would be considered carefully to ensure value for money could be demonstrated and that the Authority could ensure the security of such funds and relationships.

Debt Restructuring

The Authority's debt had arisen as a result of prior years' capital investment decisions. It had not taken any new borrowing out since 2007 as it has been utilising cash balances to pay off debt as it matured, or when deemed appropriate with the Authority making early payment of debt. The anticipated holding of debt at 31 March 2022 was £2.0m. All the debt was from the Public Works Loans Board (PWLB) and was all at fixed rates of interest and was repayable on maturity. This debt was taken out in 2007 when the base rate was 5.75% and when the Authority was earning 5.84% return on its investments. Given the high interest rates payable on these loans, relative to current interest rates, the opportunities for debt repayment/restructuring had again been reviewed.

The level of penalty applicable on early repayment of loans now stood at £0.813m. This was a reduction from the previous level and reflected the recent increase in base rates. Outstanding interest payable between now and maturity was £1.317m. Any early repayment meant that cash balances available for investment would be reduced and hence interest receivable would also be reduced. The extent of which was dependent upon future interest rates. It was estimated that if interest rates on investments were at 1.7% over the remaining period of the loan, then repaying the loans now would be broadly neutral. It was also noted that the capital budget allowed for additional borrowing within the next 5 years. Current borrowing rates were between 2.0% and 2.5% for long term loans, i.e. over 10 years, and anywhere within this range exceed the breakeven

position noted above. Hence given the penalties it was not considered beneficial to repay these loans.

Investment Strategy

At 31 December 2021 the Authority held £32.4m invested funds, representing income received in advance of expenditure plus existing balances and reserves. During the year the Authority's investment balance had ranged between £31.0m and £46.7m. The variation arose principally due to the timing of the receipt of government grants. It was anticipated that similar levels would be maintained in the forthcoming year.

Both the CIPFA Code and government guidance required the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority's objective when investing money was to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk receiving unsuitably low investment income. Therefore, in line with the guidance the Treasury Management Strategy was developed to ensure the Fire Authority would only use very high-quality counterparties for investments.

The Authority may invest its surplus funds with any of the counterparties as set out in the report.

Whilst the investment strategy had been amended to allow greater flexibility with investments, any decision as to whether to utilise this facility would be made based on an assessment of risk and reward undertaken jointly between the Director of Corporate Services and LCC Treasury Management Team, and consideration of this formed part of the ongoing meetings that took place throughout the year.

In respect of banks, taxpayers would no longer bail-out failed banks instead the required funds would be paid by equity investors and depositors. Local authorities' deposits would be at risk and consequently although currently available within the policy, it was unlikely that long term unsecured term deposits would be used at the present time. Currently all of the Authority's investments were with other local authorities.

The Authority currently had access to a call (instant access) account with a local authority, which paid bank base rate, this was currently 0.25%. Each working day the balance on the Authority's current account was invested to ensure that the interest received on surplus balances was maximised.

In addition, longer term loans had been placed with UK local authorities to enhance the interest earned. To this end at the following investments were already impacting 2022/23.

Start Date	End Date	Principal	Rate	Interest 2022/23
20/04/20	20/04/22	£5,000,000	1.45	£3,774
24/04/20	25/04/22	£5,000,000	1.45	£4,767

Consideration was given to fixing further investments if the maturity fit with estimated cash flows and the rate was considered to be attractive. This would continue to be reviewed.

The overall combined amount of interest earned on Fixed/Call balances as at 31 December 2021 was £0.143m on an average balance of £38.1m at an annualised rate of 0.50%. This compared favourably with the benchmark 7-day LIBID rate which averaged a negative yield of 0.07% over the same period and was 0.25% above the previous bank rate.

Minimum Revenue Provision

Under Local Authority Accounting arrangements, the Authority was required to set aside a sum of money each year to reduce the overall level of debt. This sum was known as the minimum revenue provision (MRP).

The Authority assessed their MRP for 2022/23 in accordance with guidance issued by the Secretary of State under section 21(1A) of the Local Government Act 2003.

The Authority made a voluntary MRP in 2019/20 and it was anticipated that the MRP on loans would be nil in 2022/23; this would be the case until capital expenditure was financed by borrowing.

Whilst the Authority had no unsupported borrowing, nor had any plans to take out any unsupported borrowing in 2022/23 it was prudent to approve a policy relating to the MRP that would apply if circumstances changed. As such in accordance with the Local Government Act 2003, the MRP on any future unsupported borrowing would be calculated using the Asset Life Method. This would be based on a straightforward straight – line calculation to set an equal charge to revenue over the estimated life of the asset. Estimated life periods would be determined under delegated powers. To the extent that expenditure was not on the creation of an asset and was of a type that was subject to estimated life periods that were referred to in the guidance, these periods would generally be adopted by the Authority. However, the Authority reserved the right to determine useful life periods and prudent MRP in exceptional circumstances where the recommendations of the guidance would not be appropriate.

As some types of capital expenditure incurred by the Authority were not capable of being related to an individual asset, asset lives would be assessed on a basis which most reasonably reflected the anticipated period of benefit that arose from the expenditure. Also, whatever type of expenditure was involved, it would be grouped together in a manner which reflected the nature of the main component of expenditure and would only be divided up in cases where there were two or more major components with substantially different useful economic lives.

Assets held under PFI contracts and finance leases formed part of the Balance Sheet. This had increased the overall capital financing requirement and on a 4% basis the potential charge to revenue. To prevent the increase the guidance permitted a prudent MRP to equate to the amount charged to revenue under the contract to repay the liability. In terms of the PFI schemes this charge formed part

of the payment due to the PFI contractor.

Revenue Budget

The capital financing budget currently showed that income received exceeded expenditure. This excluded the PFI and Finance lease payments, which were included in other budgets. Based on the Strategy outlined above then the proposed budget for capital financing was:

	2021/22	2022/23	2023/24	2024/25
	£m	£m	£m	£m
Interest payable	0.090	0.090	0.090	0.090
MRP	0.010	0.010	0.010	0.010
Interest receivable	(0.194)	(0.300)	(0.200)	(0.100)
Net budget	(0.094)	(0.200)	(0.100)	-

Although the MRP requirement was currently nil the budget included a provision for making a charge either due to incurring a small amount of borrowing or to make a voluntary MRP to offset against future requirements.

Prudential Indicators for 2021/22 to 2024/25 in respect of the Combined Fire Authority's Treasury Management Activities

In accordance with its statutory duty and with the requirements of the Prudential Code for Capital Finance and the CIPFA Code for Treasury Management, the Combined Fire Authority produced each year a set of prudential indicators which regulated and controlled its treasury management activities.

The table in the report set out the debt and investment-related indicators which provided the framework for the Authority's proposed borrowing and lending activities over the coming three years. These indicators would also be approved by Members as part of the Capital Programme approval process along with other capital expenditure-related indicators but needed to be reaffirmed and approved as part of this Treasury Management Strategy.

It was noted that contained within the external debt limits, there were allowances for outstanding liabilities in respect of the PFI schemes and leases. However, accounting standards were likely to change in relation to recording leases. In effect, more leases were likely to be included on the balance sheet and therefore would be included against the other long-term liabilities' indicators. At this stage work was ongoing to quantify the impact of the change and therefore the other long-term liabilities limits may be subject to change.

RESOLVED:- That the Authority:

- i) Approved the revised Treasury Management Strategy, including the Prudential Indicators as now presented;
- ii) Agreed the Minimum Revenue Provision calculation as now presented; and,
- iii) Agreed the Treasury Management Policy Statement, as now presented.

The Director of Corporate Services / Treasurer presented the report. The Fire Authority held reserves to meet potential future expenditure requirements. The reserves policy was based on guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA). It explained the difference between general reserves (those held to meet unforeseen circumstances), earmarked reserves (those held for a specific purpose) and provisions (where a liability existed but the extent and/or timing of this was uncertain). In addition, the policy identified how the Authority determined the appropriate level of reserves and what these were. The policy confirmed that the level of, and the appropriateness of reserves would be reported on as part of the annual budget setting process and as part of the year end accounting process.

Review of Level of Reserves

In determining the appropriate level of general reserves required by the Authority, the Treasurer was required to form a professional judgement on this, taking account of the strategic, operational, and financial risk facing the Authority. This was completed based on guidance issued by CIPFA and included an assessment of the financial assumptions underpinning the budget, the adequacy of insurance arrangements and consideration of the Authority's financial management arrangements. In addition, the assessment should focus on both medium and long-term requirements, taking account of the Medium-Term Financial Strategy (as set out in the draft budget report elsewhere on this agenda).

For Lancashire Combined Fire Authority this covered issues such as: uncertainty surrounding future funding settlements and the potential impact of this on the revenue and capital budget; uncertainty surrounding future pay awards and inflation rates; the impact of changes to pension schemes and the remedy for the McCloud judgement; demand led pressures; risk of default associated with investments as set out in the Treasury Management Strategy, cost associated with maintaining operational cover in the event of Industrial Action etc.

There remained a great deal of uncertainty over long term funding than in recent years as the impact of both Brexit and the Pandemic on public finances and the national economy were still unknown. As a result, the anticipated multi-year settlement had been postponed again, hence the draft settlement only covered 2022/23. As a result of the Local Government Finance Settlement the Authority will receive a 1.1% inflationary increase for 2022/23.

Furthermore, the outcome of the fair funding review of relative needs and resources and the Government intention to move to greater retention of Business Rates had also been postponed, and hence were likely to take effect over the next settlement period, which it was anticipated would be a multi-year settlement.

The position in terms of pension costs was also extremely uncertain with guidance relating to Immediate Detriment being issued, and subsequently withdrawn, and with there being no clear decision as to where the costs of implementing this would fall.

As such the Treasurer considered it prudent to increase the minimum target reserves level to £4.0m, 6.5% of the 2022/23 net revenue budget, reflecting the increasing level of uncertainty. This was slightly higher than the 5% threshold identified by the Home Office above which the Authority was required to justify why it held the level of reserves, reflecting the increasing uncertainty about future funding, pension costs and pay awards.

Should reserves fall below this minimum level the following financial year's budget would contain options for increasing reserves back up to this level which may take several years to achieve.

Whilst this exercise set a minimum level of reserves it did not consider what, if any, maximum level of reserves was appropriate. In order to do this, the level of reserves held should be compared with the opportunity cost of holding these, which in simple terms meant that if you held reserves that were too high you were foregoing the opportunity to lower council tax or invest in further service improvements.

Whilst the settlement provided greater flexibility to increase council tax in 2022/23, this was a one-off relaxation of the referendum principles and would not be repeated in future years. Hence the scope to increase council tax in future years to restore depleted reserves was limited, without holding a local referendum. Therefore, any maximum reserve limit must take account of future anticipated financial pressures and must look at the long-term impact of these on the budget and hence the reserve requirement. Based on professional judgement, the Treasurer felt that this should be maintained at £10.0m.

Should this be exceeded the following financial year's budget would contain options for applying the excess balance in the medium term, i.e. over 3-5 years.

Level of General Reserves

The overall level of the general fund balance, i.e., uncommitted reserves, anticipated at the 31 March 2022 was £6.0m, providing scope to utilise approx. £2.0m of reserves. The draft budget (as presented elsewhere on the agenda) did not require any drawdown of reserves in 2022/23. The Treasurer therefore considered this reserve was at an appropriate level.

Looking at the medium term the need to drawdown reserves would be affected by:-

- Council tax – The revenue budget assumed that council tax was increased by the maximum permissible each year, enabling the Service to deliver a balanced budget each year. If this was not the case, then there may be a need to utilise reserves in future years to balance the budget;
- Emergency Cover Review (ECR) - The revenue budget assumed that the outcome of the ECR was cost neutral. If this was not the case and the ECR/cessation of DCP required significant investment, then reserves would need to be utilised to fund this;
- Pension costs – the revenue budget assumed that the only pension costs that fell on the Service were employer contributions, and that all other costs were met by the Government via the Pension Holding Account. If this was not the

case, then reserves would be required to meet these one-off costs which would be very significant;

- Future funding - The revenue budget assumed future funding increased by 1% each year, in line with this year's settlement. If that was not the case and it was frozen, this would reduce funding levels by £0.3m, if that was the case for 4 years the cumulative effect would be a £1m reduction in overall funding, which may impact on the need to drawdown reserves;
- Future inflation - The revenue budget assumed future inflation, including pay awards, returned to the Government's 2% target. If this was not the case each 1% more than this increased the recurring budget requirement by £0.5m, ie £2.5m over the next 5 years, which may impact on the usage of reserves.

Earmarked Reserves

The earmarked reserves forecast at 31 March 2022 was £9.23 and a breakdown of these was considered by Members. The Director of Corporate Services highlighted earmarked reserves held for:

- As a result of higher inflation rates, the amount of PFI Reserve held needed to increase to £5.2m in order to smooth out the annual net cost to the Authority of the existing PFI scheme and would be required to meet future contract payments.

It was noted that of the anticipated balance of £6.1m at 31 March 2027, £4.0m (66%) related to the Private Finance Initiative reserve.

Based on this the Treasurer believed these adequate to meet future requirements in the medium term.

Capital Reserves and Receipts

Capital Reserves had been created from under spends on the revenue budget to provide additional funding to support the capital programme in future years; as such they could not be used to offset any deficit on the revenue budget without having a significant impact on the capital programme that the Authority could support.

Capital Receipts were generated from the sale of surplus assets which had not yet been utilised to fund the capital programme.

At 31 March 2022 the Authority anticipated holding £18.4m of capital reserves and receipts, after allowing for the transfer of £0.4m of earmarked reserves and £0.4m of the year-end underspend. Based on the capital programme presented elsewhere on this agenda it was anticipated fully utilising these by 31 March 2025. Of the total reserve £1.5m was contractually committed.

Based on this the Treasurer believed these were adequate to meet future requirements in the short to medium term but recognised that they would be exhausted in March 2025.

Provisions

The Authority had two provisions to meet future estimated liabilities: -

Insurance Provision

This covered potential liabilities associated with outstanding insurance claims. Any claims for which we had been notified and where we were at fault would result in a legal commitment, however as the extent of these cannot be accurately assessed at the present time this provision was created to meet any element of cost for which we were liable, i.e. which were not reimbursable from insurers as they fall below individual excess clauses and the annual self-insured limits. This provision fully covered all estimated costs associated with outstanding claims.

This provision stood at £0.5m at 31 March 2021. Given the uncertainty in terms of future insurance claims it had been assumed that the provision would be maintained at this level throughout the 5-year period. There were no existing legal obligations associated with this provision, as the legal obligation only arose when settlement of outstanding claims was agreed.

Business Rates Collection Fund Appeals Provision

This covered the Authority's share of outstanding appeals against business rates collection funds, which was calculated each year end by each billing authority within Lancashire based on their assumptions of outstanding appeal success rates, as part of their year-end accounting for the business rates collection fund.

At 31 March 2021 this provision stood at £1.1m to cover anticipated costs of outstanding business rates appeals. Whilst a significant element of this would be utilised in the current financial year, reflecting the settlement of outstanding appeals, it was impossible to accurately predict the extent of this usage or the need for any additional provision to meet appeals that arose in year, until such time as a full review was undertaken by billing authorities as part of the financial year end process. Therefore, for the purpose of this report it had been assumed that the level of business rates appeals provision remained unchanged. Until the outcome of any appeal was known there was no legal obligation arising from the appeal.

The Treasurer felt that the levels of provisions were sufficient to meet future requirements in the medium term.

Summary Reserve Position

The anticipated position in terms of reserves and balances was set out in a graph on page 92 of the agenda pack with a more detailed year on year analysis by reserve set out in appendix 1, as now considered by Members.

The level of reserves reduced by over £20m over the next 3 financial years reflecting the scale of the capital programme. The general reserve remained above the minimum requirement throughout the period, reflecting the increase in council tax included in the revenue budget report (reported elsewhere on the agenda). The position would be subject to significant change as pension costs, funding, inflation, pay awards etc became clearer in future years. The annual

refresh of this policy would identify the impact of any changes as they developed.

RESOLVED: - That the Authority approved the Reserves and Balances Policy and the level of reserves included within it.

73-20/21 CAPITAL STRATEGY AND BUDGET 2022/23 - 2026/27

The Director of Corporate Services / Treasurer presented the report. The Authority's capital strategy was designed to ensure that the Authority's capital investment:

- assisted in delivering the corporate objectives;
- provided the framework for capital funding and expenditure decisions, ensuring that capital investment was in line with priorities identified in asset management plans;
- ensured statutory requirements were met, i.e. Health and Safety issues;
- supported the Medium-Term Financial Strategy by ensuring all capital investment decisions considered the future impact on revenue budgets;
- demonstrated value for money in ensuring the Authority's assets were enhanced/preserved;
- described the sources of capital funding available for the medium term and how these might be used to achieve a prudent and sustainable capital programme.

Managing capital expenditure

The Capital Programme was prepared annually through the budget setting process and was reported to the Authority for approval each February. The programme set out the capital projects taking place in the financial years 2022/23 to 2026/7 and would be updated in May to reflect the effects of the final level of slippage from the current financial year (2021/22).

The majority of projects originated from approved asset management plans, subject to assessments of ongoing requirements. Bids for new capital projects were evaluated and prioritised by Executive Board prior to seeking Authority approval.

A budget manager was responsible for the effective financial control and monitoring of their elements of the capital programme. Quarterly returns were submitted to the Director of Corporate Services on progress to date and estimated final costs. Any variations were dealt with in accordance with the Financial Regulations (Section 4.71). Where expenditure was required or anticipated which had not been included in the capital programme, a revision to the Capital Programme must be approved by Resources Committee before that spending could proceed.

Proposed Capital Budget

Capital expenditure was expenditure on major assets such as new buildings, significant building modifications and major pieces of equipment/vehicles.

The Service had developed asset management plans which assisted in identifying the long-term capital requirements. These plans, together with the operational equipment register had been used to assist in identifying total requirements and the relevant priorities.

Vehicles

The Fleet Asset Management plan had been used as a basis to identify the following vehicle replacement programme, which was based on current approved lives:-

Type of Vehicle	No of Vehicles				
	2022/23 (inc Slippage)	2023/24	2024/25	2025/26	2026/27
Pumping Appliance	7	6	5	6	6
Command Unit	2	-	-	-	-
Water Tower	-	2	-	-	-
Aerial appliance	1	-	-	-	-
All-Terrain Vehicle	1	-	-	-	-
Prime mover	2	-	-	-	-
Pod	1	-	-	-	-
Operational Support Vehicles	16	16	18	11	12
	32	22	23	21	18
	Budget (£m)				
Pumping Appliance	1.490	1.337	1.156	1.421	1.457
Command Unit	0.580	-	-	-	-
Water Tower	-	1.000	-	-	-
Aerial appliance	0.750	-	-	-	-
All-Terrain Vehicle	0.016	-	-	-	-
Prime mover	0.215	-	-	-	-
Pod	0.028	-	-	-	-
Operational Support Vehicles	0.359	0.459	0.504	0.260	0.353
	3.437	2.795	1.660	1.682	1.810

Numbers were based on anticipated delivery dates, not order date. Several of the vehicles had long lead times, and stage payments, hence the actual timing of spend was subject to change, with any deliveries spanning across years, inevitably resulting in the need to move spend between years, usually this would be in the form of slippage into subsequent years, but occasionally there would be a need to pull budget forward to reflect an earlier delivery / stage completion date. This would be reported to Resources Committee as delivery dates were agreed.

Both the Water Towers and Aerial Appliance requirements had been approved previously by the Authority. With the exception of the these, all other vehicles were replacements.

It was noted that LFRS currently had several vehicles provided and maintained by Government under New Dimensions (5 Prime Movers and 1 Utility Terrain Vehicle), which under LFRS replacement schedules would be due for replacement during the period of the programme. However, it was understood that Government would issue replacement vehicles if they were beyond economic repair, or if the national provision requirement changed. Should LFRS be required to purchase replacement vehicles, grant from Government may be available to fund them. Based on the current position, we had not included these vehicles (or any potential grant) in our replacement plan.

Operational Equipment

With the exception of CCTV on appliances, which was an existing project that had previously been approved, all other requirements were replacements for existing end of life equipment:

	2022/23 (inc Slippage)	2023/2 4	2024/2 5	2025/2 6	2026/2 7
	£m	£m	£m	£m	£m
Thermal Imaging Cameras	-	0.250	-	-	-
Breathing Apparatus (BA) and Telemetry equipment	-	-	0.550	-	-
Cutting and extrication equipment	1.500	-	-	-	-
CCTV on appliances	0.100	-	-	-	-
	1.600	0.250	0.550	-	-

ICT

The majority of the spend was on replacement/upgraded systems, with the exception of:-

- Data Warehouse, which would extract data from our business systems and create common data sets to aid performance management, data analysis and enable users to have self-service access;
- Dynamic cover tool, which supported the Service in determining optimum appliance configuration based on available resources;
- Digitisation of Fire appliances – where additional Vehicle Mounted Data Systems (VMDS) units would be provided, to improve connectivity and accessibility for Service Delivery staff outside of the office-based environment.

All replacements identified in the programme would be subject to review, with both the requirement for the potential upgrade/replacement and the cost of such being revisited prior to any expenditure being incurred.

	2022/23 (inc Slippage)	2023/ 24	2024/ 25	2025/ 26	2026/ 27
	£m	£m	£m	£m	£m
New Systems					
Data Warehouse	0.100	-	-	-	-
Dynamic Cover Tool	0.150	-	-	-	-
Replace Existing Systems					
Performance management	0.100	-	-	-	-
Hydrant Management system	0.025	-	-	-	-
Incident Command system	0.100	-	-	-	-
Asset Management system	0.050	-	-	-	0.100
HFSC referral system	0.100	-	-	-	-
Pooled PPE system	-	0.080	-	-	-
Community Fire Risk Management Information System (CFRMIS)	-	0.100	-	-	-
Rota management package (WT/On call)	-	-	0.100	-	-
Storage Area Network	-	-	0.120	-	-
GIS Risk Info (Cadcorp)	-	-	-	0.100	-
WAN (Intrinsic)	-	-	-	0.450	-
IRS/MIS (3TC)	-	-	-	0.050	-
New Operational Communications					
Digitisation of Fire appliances - additional VMDS units	0.254	-	-	-	-
Replace Operational Communications					
ESMCP (Airwave replacement – assumed funded by grant)	1.000	-	-	-	-
VMDS replace existing kit	0.361	-	-	-	-
Incident Ground Radios	0.180	-	-	-	-
Total ICT Programme	2.420	0.180	0.220	0.600	0.100

Buildings

The only new scheme included in the above programme was Service Training Centre (STC) Props, which reflected the need to upgrade/replace some of the training props at STC which were nearing end of life. This scheme was at the initial design/feasibility stage with a considerable amount of work required to

develop this into a more detailed scheme with more accurate costings.

	2022/ 23 (inc Slippage)	2023/ 24	2024/ 25	2025/ 26	2026/ 27
	£m	£m	£m	£m	£m
New Schemes					
STC Props	-	-	-	5.000	-
Existing Schemes					
SHQ relocation	-	3.250	8.750		-
C50 – Preston replacement station	0.500	7.250	-	-	-
C52 Fulwood replacement station	-	-	-	2.500	-
W30 – Blackpool Welfare	0.450	-	-	-	-
Drill tower replacements (notional 2 per year)	0.450	0.300	0.300	0.300	0.300
	1.400	11.050	9.050	7.800	0.300

In terms of all the building proposals it was noted that requirements/designs were still being developed hence costings were indicative only. Furthermore, timings had not been agreed pending the ECR and the publication of the Government White Paper on Fire Reform, with the latter pushing back the timeframes for SHQ relocation. As such the costs and timings shown were to provide some context for decision making at this early stage of scheme developments.

Total Capital Requirements

The following table detailed capital requirements over the five-year period:

	2022/ 23 (inc Slippage)	2023/ 24	2024/ 25	2025/ 26	2026/ 27	TOTAL
	£m	£m	£m	£m	£m	£m
Vehicles	3.437	2.795	1.660	1.682	1.810	11.385
Operational Equipment	1.600	0.250	0.550	-	-	2.400
IT Equipment	2.420	0.180	0.220	0.600	0.100	3.520
Buildings	1.400	11.050	9.050	7.800	0.300	29.600
	8.857	14.275	11.480	10.082	2.210	46.905

Capital Funding

Capital expenditure can be funded from the following sources:

Prudential Borrowing

The Prudential Code gave the Authority increased flexibility over its level of capital investment and much greater freedom to borrow, should this be necessary, to finance planned expenditure. However, any future borrowing would incur a

financing charge against the revenue budget for the period of the borrowing.

Given the financial position of the Authority it had not needed to borrow since 2007 and had repaid a large proportion of borrowing in October 2017.

Capital Grant

Capital grants were received from other bodies, typically the Government, in order to facilitate the purchase/replacement of capital items. There was an expectation that the ESMCP project costs carried forwards from 2021/22 would receive £1.0m grant funding which was included in the programme however, it had not been confirmed that LFRS costs would be met from grant. To date no other capital grant funding had been made available for 2022/23, nor had any indication been given that capital grant would be available in future years, and hence no allowance had been included in the budget.

Capital Receipts

Capital receipts were generated from the sale of surplus property and vehicle assets, with any monies generated being utilised to fund additional capital expenditure either in-year or carried forward to fund the programme in future years.

The Authority expected to hold £1.7m of capital receipts as at 31 March 2022. This would be fully utilised during the 5-year programme.

Anticipated sale proceeds of £2m had been included in respect of the potential sale of the existing Fulwood site, reflecting the relocation of SHQ and the development of Fulwood Fire Station.

Capital Reserves

Capital Reserves had been created from under spends on the revenue budget in order to provide additional funding to support the capital programme in future years. The Authority expected to hold £16.7m of capital reserves as at 31 March 2022, after allowing for the transfer of the year end revenue underspend of £0.4m and the transfer of £0.4m of earmarked reserves into this (as referred to in the reserves and balances policy elsewhere on the agenda). Over the life of the programme, it was anticipated utilising all these reserves.

Revenue Contribution to Capital Outlay (RCCO)

Any revenue surpluses may be transferred to a Capital Reserve in order to fund additional capital expenditure either in-year or carried forward to fund the programme in future years.

As referred to in the Revenue Budget report, elsewhere on the agenda, the revenue contribution to capital in 2022/23 had been increased to £4.0m, with gradual reductions over the remainder of the five-year programme, giving a total contribution of £15.8m over the life of the programme. This reduced the need to borrow and hence the capital financing charge associated with this.

Drawdown of Earmarked Reserves

£0.25m had been drawn down from the Innovation Reserve to fund the digitisation of fire appliances project.

Drawdown of General Reserves

No allowance had been made for the drawdown of any of the general reserve.

Total Capital Funding

The following table details available capital funding over the five-year period:

	2022/ 23 (inc Slippage)	2023/ 24	2024/ 25	2025/ 26	2026/ 27	TOTAL
	£m	£m	£m	£m	£m	£m
Capital Grant	1.000	-	-	-	-	1.000
Capital Receipts	-	0.139	1.542	-	2.000	3.681
Capital Reserves	3.603	10.936	2.143	-	-	16.682
Earmarked Reserves	0.254	-	-	-	-	0.254
Revenue Contributions	4.000	3.200	3.200	2.700	2.700	15.800
	8.857	14.275	6.885	2.700	4.700	37.417

Summary Programme

Based on the draft capital programme as presented we have a shortfall of £9.5m:

	2022/ 23 (inc Slippage)	2023/ 24	2024/ 25	2025/ 26	2026/ 27	TOTAL
	£m	£m	£m	£m	£m	£m
Capital Requirements	8.857	14.275	11.480	10.082	2.210	46.905
Capital Funding	8.857	14.275	6.885	2.700	4.700	37.417
Surplus / (Shortfall)	-	-	(4.595)	(7.382)	2.490	(9.487)

This was a very large funding gap, demonstrating that the programme as set out was not achievable without significant borrowing.

Impact on the Revenue budget

The capital programme showed the Authority utilising all of its capital reserves and receipts part way through 2024/25, meaning that the remainder of the capital programme would need to be met from either capital grant (if available), additional revenue contributions or from new borrowing.

Any borrowing would impact the revenue budget as capital financing (interest payable and Minimum Revenue Provision - MRP) charges. As we have already set aside funds (prepaid MRP) to offset our existing £2.0m of PWLB borrowing we

would need to take out new borrowing of £7.5m. This has a significant impact on the revenue budget, in terms of interest payments and setting aside a sum equivalent to the Minimum Revenue Provision (MRP), as shown in the table below. (Note both the interest rate and the life over which MRP is charged are subject to change.)

	25 Year
	2.0%
Interest per annum	£150k
MRP	£300k
	£450k

The revenue budget, reported elsewhere on the agenda, incorporated £0.4m in future years budgets reflecting the need to borrow.

Summary

Without borrowing the current programme was not balanced, as such the Authority would need to borrow £7.5m over the life of the programme. The cost of this borrowing was incorporated into the revenue budget in future years, which showed a balanced position throughout the medium-term planning period. Therefore, the Treasurer considered that the programme was prudent, sustainable and affordable.

As noted above, should any of the funding assumptions or expenditure items within the programme change, this would have an impact on the overall affordability of the programme.

Prudential Indicators

The Prudential Code gave the Authority increased flexibility over its level of capital investment and much greater freedom to borrow, should this be necessary, to finance planned expenditure. However, in determining the level of borrowing, the Authority must prepare and take account of a number of Prudential Indicators aimed at demonstrating that the level and method of financing capital expenditure was affordable, prudent and sustainable. These Indicators were set out at Appendix 1 now presented, along with a brief commentary on each. The Prudential Indicators were based on the programme set out above. These indicators would be updated to reflect the final capital outturn position and reported to the Resources Committee at the June meeting.

The main emphasis of these Indicators was to enable the Authority to assess whether its proposed spending and its financing was affordable, prudent and sustainable and in this context, the Treasurer's assessment was that, based on the indicators, this was the case for the following reasons: -

- In terms of prudence, the level of capital expenditure, in absolute terms, was considered to be prudent and sustainable at an annual average of £11.6m over the 3-year period. The trend in the capital financing requirement and the level of external debt were both considered to be within prudent and sustainable levels. Whilst new borrowing was required this only occurred at

- the tail end of the third year of the programme.
- In terms of affordability, the negative ratio of financing costs was attributable to interest receivable exceeding interest payable and Minimum Revenue Provision payments in each of the three years. This reflected the effect of the previous decision to set aside monies to repay debt.

RESOLVED: - That the Combined Fire Authority approved the: -

- i) Capital Strategy;
- ii) Capital Budget; and
- iii) Prudential Indicators as now presented.

74-20/21 REVENUE BUDGET 2022/23 - 2026/27 - (INCORPORATING MEDIUM TERM FINANCIAL STRATEGY)

The Director of Corporate Services / Treasurer presented the report which set out the draft revenue budget for 2022/23-2026/27 and the resultant council tax implications.

The budget requirement had been re-assessed taking account of known / anticipated changes, incorporating current year-end forecast projections, and forecast vacancy factors based on anticipated recruitment resulting in a total requirement of £63.0m. The main points to note in terms of budget requirement were:-

- the uncertainty surrounding future inflation rates, in terms of the outstanding pay award for green book personnel in 2021/22, uncertainty surrounding next years pay awards for all staff, with a 2% allowance built into the budget, and uncertainty surrounding other inflation, particularly around energy and fuel costs;
- the increase in national insurance contribution rates;
- the number of wholtime recruits required next year, and the impact of this on vacancy levels;
- the investment required in support functions in order to improve capacity and resilience and review existing pay structures;
- the increase in our contribution to support the capital programme, therefore reducing future borrowing requirements;
- the increase in vacancy factor for green book posts, reflecting the current challenges in recruitment.

It was noted that the Local Government Settlement was not the anticipated multi-year settlement, as it only covered next year. It did however allow for:-

- a 1.1% increase in funding, and it had been assumed that this increased by a further 1.0% in subsequent years;
- established a new 'Service Grant' the Authority's share of which was £1.1m. Whilst this was a one-off grant, it had been assumed the element of this which offset national insurance increases (£0.3m) was provided in some form in future years;
- a change to the council tax referendum principles for FRAs for 2022/23,

allowing those in the bottom quartile to increase council tax by up to £5, whilst all others had a 2% referendum limit set. Lancashire was in the bottom quartile hence able to take advantage of this flexibility. This increase would generate an additional £1.6m of council tax, over and above a 2% increase, for the Authority (£2.2m as opposed to £0.6m). This was a one-off change and only applied to 2022/23 council tax increases.

This potential increase was a one-off opportunity to address some of the longer-term challenges within the Service, such as:

- Invest in improvements to support our 'road to outstanding' ambition;
- Review capacity/resilience and pay structures within support functions;
- Outcome of Emergency Cover Review (ECR) mitigating the impact of removing the Day Crewing Plus duty system;
- Invest in our asset base/reduce future borrowing;
- Provide re-assurance that we are able to meet some of the uncertainties surrounding the current pension situation, in terms of both pensionability of allowances and Immediate Detriment.

It was therefore propose utilising the flexibility to increase council tax by £5 (10p per week), to £77.27. That level would still be below the anticipated sector average and the Authority would still have the 9th lowest cumulative increase over the last 10 years.

Looking longer term the key variables remained future funding levels, pay awards, pension costs and the outcome of the Emergency Cover Review.

Members considered the report in detail.

The Treasurer confirmed that one consultation response had been received from the Fire Brigades Union (appendix 5 of the report) which concluded: "...The FBU would support an increase in Council Tax as a way of offsetting and lessening the impact of Central government cuts or drastic changes in the Emergency Cover Review...".

In summary, the lack of a multi-year settlement made longer term planning more difficult as there could be no certainty around future funding forecasts. Offsetting this was the opportunity provided by the £5 council tax flexibility allowed this year. The Home Office had clearly stated that this flexibility was only for this year, and it was hard to see a situation where that did not prove to be the case in the medium term.

Raising council tax by the maximum permissible still only increased the overall council tax bill by £5 but would generate £2.25m of funding for the Authority. This increase provided an opportunity to address some of the capacity and pay issues within support functions, supporting the delivery of further efficiencies, as well as reduce the pressure on the Emergency Cover Review delivering sufficient change to offset the cessation of Day Crewing Plus system and meet future budget pressures. It gave greater long term funding certainty which would form the basis of future investment requirements, which were essential if we were to hit our 'road to outstanding' ambition and be the best equipped, best trained and best

accommodated Service.

The proposal based on a council tax band D equivalent of £77.27, an increase of £5.00 (6.9%) was MOVED by County Councillor D O'Toole and SECONDED by County Councillor J Shedwick.

The Director of People and Development held a recorded vote and Members unanimously voted for the proposal.

The motion was therefore CARRIED and it was:

RESOLVED: - That the Authority: -

1. noted the Treasurer's advice on the robustness of the budget;
2. noted the Treasurer's advice on the appropriate level of reserves/balances;
3. agreed the revised budget requirement of £63.017m for 2022/23;
4. noted the level of Revenue Support Grant Funding £8.832m;
5. noted the level of Business Rates Retention Top Up Funding £11.295m;
6. noted the level of Local Business Rates Retention Funding £3.900m;
7. noted the section 31 grant of £2.590m due in respect of the business rate reliefs;
8. noted the business rate tax collection fund deficit of £0.894m, after allowing for the 3-year spread from 2021/22;
9. noted the section 31 grant of £0.948m due in respect of the additional in-year business rate reliefs for 2021/22;
10. noted the Covid Additional Relief Fund grant of £0.153m due in respect of 2021/22;
11. noted the level of Service Grant Funding £1.081m;
12. noted the net council tax collection fund surplus of £0.357m after allowing for the 3-year spread from 2021/22;
13. agreed the council tax requirement, calculated in accordance with Section 42A(4) of the Localism Act of £34.754m;
14. noted the council tax base of 449,778 determined for the purposes of Section 42B of the Local Government Finance Act 1992;
15. agreed a council tax band D equivalent of £77.27, an increase of £5.00 calculated by the Authority under Section 42B of the Local Government Finance Act 1992 agreed, on the basis of the fixed ratios between valuation bands set by the Government, council tax for each band as follows:

Band A	£51.51
Band B	£60.10
Band C	£68.68
Band D	£77.27
Band E	£94.44
Band F	£111.61
Band G	£128.78
Band H	£154.54

16. agreed, based on each district and unitary councils share of the total band D equivalent tax base of 449,778, the share of the total LCFA precept of

£34.754m levied on each council as follows:

Blackburn With Darwen Borough Council	£2,738,395
Blackpool Borough Council	£2,869,808
Burnley Borough Council	£1,814,841
Chorley Borough Council	£2,944,606
Fylde Borough Council	£2,425,660
Hyndburn Borough Council	£1,626,534
Lancaster City Council	£3,249,977
Pendle Borough Council	£1,849,891
Preston City Council	£3,072,951
Ribble Valley Borough Council	£1,897,211
Rossendale Borough Council	£1,590,217
South Ribble Borough Council	£2,826,916
West Lancashire District Council	£2,910,739
Wyre Borough Council	£2,936,605
TOTAL	£34,754,351

75-20/21 COMMUNITY RISK MANAGEMENT PLAN 2022 - 2027

The Deputy Chief Fire Officer presented the report.

At the Planning Committee meeting on 12 July 2021, the committee approved a draft of Integrated Risk Management Plan along with the revised name 'Community Risk Management Plan', whilst also approving the commencement of a period of public consultation. A 10-week consultation period ensued, culminating in the production and presentation of a consultation report which was shared with the Planning Committee on the 15 November 2021, in which the Committee agreed the consultation was adequate in respect of scale and scope. The outcome of the consultation, including feedback from the key stakeholders along with some suggested amendments was shared with the Committee and the final version of the CRMP, as now considered by Members included the agreed amendments.

A summary of the key changes:

- The name had been changed to 'Community' Risk Management Plan aligning us with other FRSs and national terminology.
- The methodology on which the CRMP was based, was supported by NFCC best practice guidelines.
- The CRMP was underpinned by our SAoR, a SAoR which was built on a newly developed, and data led methodology that identified the Operational risk within our county.
- The Strategies that supported the delivery of our CRMP had been expanded from 3 to 6 and now include a People, Finance, and Digital and Data Strategy in addition to our Prevention, Protection, and Response Strategies.
- All 6 Strategies had also been refreshed to run concurrently with the CRMP timeframe - 2022-27.

- The way in which our 5 key priorities are presented have been reviewed so that we can demonstrate the commitment to our people is our highest priority:
 - o *Valuing out people so they can focus on Making Lancashire Safer*
 - o *Preventing fires and other emergencies from happening*
 - o *Protecting people and property when they happen*
 - o *Responding to fires and other emergencies quickly and competently*
 - o *Delivering value for money in how we use our resources*
- Our longstanding STRIVE values were now supported by the recently published Code of Ethics which had been referenced within the CRMP.
- In addition to the 6 core strategies, we have also developed a Climate Change Operational Response plan which supports the CRMP, the SAoR and the Response strategy. This too was referenced within the CRMP.

Following endorsement by the Combined Fire Authority the refreshed Community Risk Management Plan would be published in April 2022 to outline our approach to the identification and mitigation of risk within our county for the next 5 years (2022-2027).

RESOLVED: - That the Authority approved the Community Risk Management Plan 2022 – 2027 and authorised its publication.

76-20/21 MEMBER CHAMPION ACTIVITY REPORT

The concept of Member Champions was introduced in December 2007. A review of the areas of focus for Member Champions was considered at the Authority meeting held in June 2017 where new areas of responsibility were agreed. The current Member Champions and their areas of responsibility were:

- Community Safety – Councillor Jean Rigby
- Equality, Diversity and Inclusion – Councillor Zamir Khan
- Health and Wellbeing – County Councillor Andrea Kay
- Road Safety – County Councillor Ron Woollam

Reports relating to the activity of the Member Champions were provided on a regular basis to the Authority. This report related to activity for the period up to February 2022. During this period all had undertaken their respective role in accordance with the defined terms of reference.

All Member Champions presented their reports, and the following was noted:

In addition to her update Councillor Rigby circulated to Members a leaflet providing advice for staff and agencies who visit homes and make safeguarding referrals due to clutter / hoarding.

In addition to her update County Councillor Kay advised that she had been working in partnership with the Police and 4 schools in the Wyre area to seek the views of young people on climate change. She advised that an event had been arranged at Fleetwood Fire Station on 8 March 2022 for the young people to interview staff. It was hoped they would be able to present their views on any

potential improvements at a future Fire Authority meeting.

In addition to County Councillor Woollam's report on road safety, County Councillor Pattison expressed concern that cars were driving over the 20-mph speed in some streets in her district of Morecambe Central. She had noticed signage stating '20 is plenty' in some homes in Lancaster and queried whether it would be possible to work together with Lancashire County Council highways team to purchase more of these signs for other areas where this was a problem. County Councillor Woollam agreed to look into this request.

RESOLVED: - That the Authority noted the report and acknowledged the work of the respective Champions.

77-20/21 FIRE PROTECTION REPORTS

The report was presented by Acting Assistant Chief Fire Officer Jon Charters.

The report summarised Lancashire Fire and Rescue Service (LFRS) led prosecutions with respect to fire safety offences, and also set out convictions resulting from arson and malicious call incidents for which Officers had contributed evidence to the Police led Criminal Justice process. Fire Protection and Business Support Information were also included in the report to provide Members with an update on the continually evolving regulatory position; in particular, ongoing work to ensure business and residential premises providers were supported through the changes and how staff were being trained and developed to deliver against increasingly complex regulatory expectations.

RESOLVED: - That the Authority noted the report.

78-20/21 OPERATIONAL INCIDENTS OF INTEREST

This report provided Members with information relating to the diversity of operational incidents of note since the last report to the Authority and covered the period from 1 December 2021 – 31 January 2022.

The Acting Assistant Chief Fire Officer advised that currently on site was a Haggland vehicle which was an all-terrain vehicle used when responding to emergencies in remote / inaccessible locations. The capability of these types of vehicle enabled the Service to provide year-round emergency cover in response to natural disasters across the County, especially flooding, which was becoming more severe and intense. This was the first deliverable under the Climate Change and Operational Response Plan 2022-27. Members were invited to view the vehicle after the meeting.

The Acting Assistant Chief Fire Officer drew Members' attention to the following incidents:

6/12/21 - Blackpool

North West Fire Control were alerted to a flat fire where it was believed people were trapped inside. Fire engines from Blackpool and South Shore attended. The fire was located close to the entrance of the 1st floor flat. 6 Firefighters in

breathing apparatus and 2 firefighting water jets, entered the building to carry out a rescue and to extinguish the fire. Firefighters rescued 2 males from the flat who were handed over to the ambulance service for life saving treatment. Unfortunately, both casualties were declared deceased at the scene. The investigation is ongoing with a cause yet to be established.

26 December 2021 - Lancaster

Two fire engines from Morecambe attended to a report of a carbon monoxide leak at a premises on Marine Road in Morecambe. The building was evacuated and 8 casualties were taken to the local hospital. Fire crews wearing breathing apparatus entered the building to complete a full search and ventilate the building. Once the search and rescue phase was complete, fire crews assisted the police and local council representatives with the investigation. This included the use of the Aerial Ladder Platform from Morecambe. The fire service was in attendance for six hours.

12/01/22 – Wyre

Fire engines from Fleetwood and Bispham attended Kemp Street in Fleetwood, following reports of a house fire with persons trapped inside. On arrival the fire involving a log burner was intense and was causing significant amounts of smoke. The first fire engine quickly committed 2 firefighters in Breathing Apparatus to search for casualties and to fight the fire. The remaining 2 firefighters outside heard banging from an upstairs window. This led them to notice 2 casualties struggling to breath from a small top opening window who were barely visible due to the thick smoke enveloping them in the room. The firefighters quickly pitched a ladder to the window and effected a successful rescue of both occupants. One firefighter received a precautionary check for smoke inhalation. The fire was believed to be accidental, with radiated heat from a log burner igniting nearby combustible products.

The Acting Assistant Chief Fire Officer added that the decisions taken and swift actions of the first crew on scene were exemplary and directly saved the lives of the 2 persons involved. He was pleased to report that the Chief Fire Officer would be recognising those efforts formally over the coming weeks.

RESOLVED: - That the Authority noted the report.

79-20/21 MEMBER COMPLAINTS

The Director of People and Development confirmed that there had been no complaints since the last meeting.

RESOLVED: - That the current position be noted.

80-20/21 DATE OF NEXT MEETING

The next meeting of the Authority would be held on Monday 25 April 2022 at 10:00am at the Training Centre, Euxton.

81-20/21 CHAIRMAN'S CLOSING REMARKS

Having been absent at the start of the meeting the Authority Chairman, County Councillor O'Toole acknowledged and congratulated staff who had been recognised in the Queen's New Year's Honours List. These were: Chief Fire Officer, Justin Johnston had been awarded the Queen's Fire Service Medal; Crew Manager Lindsay Sielski had been awarded a British Empire Medal and Prince's Trust Team Leader at South Shore Fire Station, Daniel Thomson was awarded a Member of the Order of the British Empire for his work with Lytham Coastguard.

The Chairman also acknowledged Hilary Banks for her service to the Authority.

The Authority applauded to show their appreciation.

82-20/21 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: - That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, indicated under the heading to the item.

83-20/21 PENSIONABILITY OF ALLOWANCES

(Paragraphs 3 and 4)

The report provided Members with an update regarding pensionability of allowances.

RESOLVED: - That the Authority noted the recommendation as outlined in the report.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

LANCASHIRE COMBINED FIRE AUTHORITY

PERFORMANCE COMMITTEE

Wednesday, 16 March 2022, at 10.00 am in Washington Hall, Service Training Centre, Euxton.

MINUTES

PRESENT:

Councillors

K Iddon (Chairman)
L Beavers
H Khan
Z Khan
J Rigby
D Smith
J Singleton (Substitute)

In accordance with the resolution of the predecessor Performance Review Committee at its inaugural meeting on the 30th July 2004 (Minute No. 1/04 refers), representatives of the LFRS, the Unions and Audit had been invited to attend all Performance Committee meetings to participate in discussion and debate.

Officers

S Fryer, Area Manager, Acting Deputy Director of Operational Response (LFRS)
M Hutton, Area Manager, Head of Prevention and Protection (LFRS)
K McCreech, Group Manager - Prevention (LFRS)
L Barr, Member Services Officer (LFRS)

20-20/21 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor Peter Britcliffe, County Councillor Andrea Kay, County Councillor Paul Rigby and County Councillor Ron Woollam.

21-20/21 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

22-20/21 MINUTES OF PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on the 15 December 2021 be confirmed as a correct record and signed by the Chairman.

23-20/21 PERFORMANCE MANAGEMENT INFORMATION

Area Manager, Mark Hutton, presented a detailed report to the Performance Committee. This was the 3rd quarterly report for 2021/22 as detailed in the Integrated Risk Management Plan 2017-2022.

This quarter, 3 KPIs were shown in red which indicated that they were in negative exception. These were 2.3 Fire Engine Availability – Wholetime, Day Crewing and Day Crewing Plus, 2.4 Fire Engine Availability – On Call Duty System: and 4.2.1 Staff Absence – Excluding On-Call Duty System.

Members examined each indicator in turn as follows:

KPI 1 – Preventing, fires and other emergencies from happening and Protecting people and property when fires happen

1.1 Risk Map

This indicator measured the fire risk in each Super Output Area. Risk was determined using fire activity over the previous 3 fiscal years along with a range of demographic data, such as population and deprivation. Area Manager, Mark Hutton, explained that the County risk map score was updated annually and would be presented to the Performance Committee in the report for quarter 1 of 2022/23.

The standard was to reduce the risk in Lancashire – an annual reduction in the County risk map score.

The current score was 31,862 and the previous year's score was 32,448 meaning that the fire risk continued to reduce.

1.2 Overall Activity

This indicator measured the number of incidents that the Service attended with one or more pumping appliances.

Quarter 3 activity 4,616 previous year quarter 3 activity 4,111 an increase of 12.28% over the same quarter of the previous year.

Incidents attended consisted of a myriad of different types. The report presented a chart which represented the count and percentage that each activity had contributed to the overall quarter's activity; most notably was that 52% were false alarms.

Area Manager, Mark Hutton, advised that the new attendance policy for Automatic Fire Alarms (AFAs), would be introduced by the Service from 1 April 2022 for non-sleeping risk premises during the day (08:00hrs to 19:00hrs), as it was found that 99.5% of AFAs from these building types were false alarms. The Service had undertaken a three-month business engagement and implementation phase.

1.3 Accidental Dwelling Fires

This indicator reported the number of primary fires where a dwelling had been affected and the cause of the fire had been recorded as 'Accidental' or 'Not known'.

It was noted that quarter 3 activity was 212, the previous year quarter 3 activity was 231, which represented a decrease of 8.23% over the same quarter of the previous year.

It was stated by Area Manager, Mark Hutton, that the Service actively worked to reduce ADFs with many targeted campaigns established.

1.3.1 Accidental Dwelling Fires – Extent of Damage (Fire Severity)

This indicator reported the number of primary fires where a dwelling had been affected and the cause of the fire had been recorded as 'Accidental or Not known' presented as a percentage extent of fire and heat damage.

The extent of fire and heat damage was recorded at the time the 'stop' message was sent and included all damage types. The report charted a rolling quarterly severity of accidental dwelling fire over the previous two years with each quarter broken down into high, medium, and low severity. Each quarter included the percentage (out of 100%) that each severity type represented of the total, with an indicator to illustrate the direction against the same quarter of the previous year.

The latest quarter recorded a combined 'low' and 'medium' severity of 92.0% which was a small decrease of 4.6% against the 96.6% recorded in the same quarter of the previous year.

Severity (Direction against the same quarter of previous year)		Previous Rolling 4 Quarters				Quarter 3 (2021/22)
		Quarter 3 (20/21)	Quarter 4 (20/21)	Quarter 1 (21/22)	Quarter 2 (21/22)	
High	↑	3.5%	7.0%	4.6%	5.6%	8.0%
Medium	↑	48.1%	55.1%	56.5%	50.5%	56.6%
Low	↓	48.5%	37.9%	38.8%	43.9%	35.4%

1.3.2 Accidental Dwelling Fires – Number of Incidents where occupants have received a Home Fire Safety Check

This indicator reported the number of primary fires where a dwelling had been affected and the cause of fire had been recorded as 'Accidental or Not known' by the extent of the fire and heat damage. The HFSC must be a completed job (i.e., not a refusal) carried out by LFRS personnel or partner agency. The HFSC must

have been carried out within 12 months prior to the fire occurring.

Over the latest quarter, Accidental Dwelling Fires with a previous HFSC decreased 10% against the total number of ADF's over the same quarter of the previous year.

	2021/22		2020/21	
	ADF's with previous HFSC	% of ADF's with previous HFSC	ADF's with previous HFSC	% of ADF's with previous HFSC
Q1	17	7%	26	12%
Q2	14	7%	21	11%
Q3	8	4%	32	14%
Q4			14	7%

Area Manager, Mark Hutton, confirmed that following the review of Key Performance Indicators by the Planning Committee at the meeting held 7 February 2022, this KPI would be removed when the revised KPIs were introduced in Q1 of 2022/23 (resolution 30/20-21 refers), as it was possible for it to be interpreted in different ways.

1.4 Accidental Dwelling Fire Casualties

This indicator reported the number of fire related fatalities, slight and serious injuries at primary fires where a dwelling had been affected and the cause of fire had been recorded as 'Accidental or Not known'. A slight injury was defined as; a person attending hospital as an outpatient (not precautionary check). A serious injury was defined as; at least an overnight stay in hospital as an in-patient.

Area Manager, Mark Hutton reported that sadly, there had been 4 dwelling fire fatalities in the last quarterly period. Four casualties were recorded as serious and 10 slight. The same quarter of the previous year recorded one fatality, one serious and 10 slight. Fatal Fire debriefs had been undertaken and learning which might influence future prevention policy would be taken to the Services Intelligence and Analysis Group (SIAG).

Casualty Status	2021/22 Quarter 3	2020/21 Quarter 3
Fatal	4	1
Victim went to hospital visit, injuries appeared Serious	4	1
Victim went to hospital visit, injuries appeared Slight	10	10
TOTAL	18	12

1.5 (a) Accidental Building Fires (Commercial Premises)

This indicator reported the number of primary fires where the cause of fire had been recorded as 'Accidental' or 'unknown' and included property types which

were regulated under the fire safety order such as: offices, retail, and hotel accommodation. Due to the nature of the construction of private garages and private sheds, there were recorded separately in KPI 1.5(b).

Quarterly activity increased 16.95% over the same quarter of the previous year, however, remained within tolerance.

Total number of incidents	2021/22	2020/21
	Quarter 3	Quarter 3
	69	59

1.5 (b) Accidental Building Fires (Non-Commercial Premises: Private Garages and Private Sheds)

This indicator reported the number of primary fires where the cause of fire had been recorded as 'Accidental' or 'unknown' and included non-commercial building types: private garage, private shed, private greenhouse, and private summerhouse.

Quarterly activity decreased 40.91% over the same quarter of the previous year.

Total number of incidents	2021/22	2020/21
	Quarter 3	Quarter 3
	13	22

Area Manager, Mark Hutton, informed that statistics for accidental building fires in non-commercial premises such as private garages and private sheds were presented separately. This provided a more accurate performance indicator as these types of accidental building fires were often recorded as high severity due to the loss of a building, often before the Fire Service had arrived on scene.

Area Manager, Mark Hutton, explained that the decline in the number of accidental building fires was potentially contributed to by the wider safety in the BrightSparx campaign which had run over the bonfire night period.

1.5.1 (a) Accidental Building Fires (Commercial Premises) – Extent of Damage (Fire Severity)

This indicator reported the number of primary fires where the cause of fire had been recorded as 'Accidental' or 'unknown' and included property types which were regulated under the fire safety order such as: offices, retail, and hotel accommodation. Due to the nature of the construction of private garages and private sheds, there were recorded separately in KPI 1.5.1 (b).

The extent of fire and heat damage was recorded at the time the 'stop' message was sent and included all damage types. The report charted a rolling quarterly severity of accidental building fires over the previous two years with each quarter

broken down into high, medium, and low severity. Each quarter included the percentage (out of 100%) that each severity type represented of the total, with an indicator to illustrate the direction against the same quarter of the previous year.

The latest quarter recorded a combined 'low' and 'medium' severity of 82.6%. This was a decrease of 0.5% against a combined severity of 83.1% in the same quarter of the previous year.

1.5.1 (a) Severity (Direction against the same quarter of previous year)		Previous Rolling 4 Quarters				Quarter 3 (2021/22)
		Quarter 3 (20/21)	Quarter 4 (20/21)	Quarter 1 (21/22)	Quarter 2 (21/22)	
High	↑	16.9%	20.9%	18.9%	17.6%	17.4%
Medium	↓	67.8%	69.8%	67.6%	67.6%	66.7%
Low	↑	15.3%	9.3%	13.5%	14.7%	15.9%

Area Manager, Mark Hutton, advised that there was a potential link between the targeting and success of the Service's protection activity, the level to which people responsible for fire safety management undertook their responsibilities, and the severity of fire damage when fires occurred. Providing business safety advice and undertaking audits meant that, if a premises experienced a fire, there was a greater potential for it be detected sooner and confined to the room of origin, reducing the impact on business.

1.5.1 (b) ABF (Non-Commercial Premises: Private Garages and Private Sheds) – Extent of Damage (Fire Severity)

This indicator reported number of primary fires where the cause of fire had been recorded as 'Accidental' or 'unknown' and included non-commercial building types: private garage, private shed, private greenhouse, and private summerhouse. Due to their single room construction, any damage was often classified as 'whole building' which had the effect of increasing their severity category outcome.

The extent of fire and heat damage was recorded at the time the 'stop' message was sent and included all damage types. The report charted a rolling quarterly severity of accidental building fires over the previous two years with each quarter broken down into high, medium, and low severity. Each quarter included the percentage (out of 100%) that each severity type represented of the total, with an indicator to illustrate the direction against the same quarter of the previous year.

The latest quarter recorded a combined 'low' and 'medium' severity of 53.8%. This was a decrease of 0.7% against a combined severity of 54.5% in the same quarter of the previous year.

1.5.1 (b) Severity (Direction against the same quarter of previous year)	Previous Rolling 4 Quarters				Quarter 3 (2021/22)	
	Quarter 3 (20/21)	Quarter 4 (20/21)	Quarter 1 (21/22)	Quarter 2 (21/22)		
High	↑	45.5%	33.3%	51.7%	34.8%	46.2%
Medium	↓	54.5%	53.3%	48.3%	60.9%	53.8%
Low	–	0.0%	13.3%	0.0%	4.3%	0.0%

1.6 Deliberate Fires

This indicator reported the number of primary and secondary fires where the cause of fire had been recorded as 'Deliberate'. Secondary fires were the majority of outdoor fires including grassland and refuse fires unless they involved casualties or rescues, property loss or 5 or more appliances attended. They included fires in single derelict buildings.

Deliberate Fire Type	2021/22 Quarter 3	2020/21 Quarter 3
1.6.1 Deliberate Fires – Anti-Social Behaviour	253	288
1.6.2 Deliberate Fires – Dwellings	29	30
1.6.3 Deliberate Fires – Commercial Premises	19	27

In addition to the BrightSparx campaign which had impacted positively on performance in Quarter 3, Area Manager, Mark Hutton, advised that the Service would soon be implementing Business Fire Safety Checks (BFSCs). These were piloted in the Northern and Western areas over the past year and would now be rolled out to all wholtime fire stations where operational crews would visit lower risk commercial premises. BFSCs included an external arson vulnerability assessment and crews would provide advice to reduce the potential of a deliberate fire occurring or to reduce the impact if it did.

1.7 Home Fire Safety Checks

This indicator reported the percentage of completed Home Fire Safety Checks (HFSC), excluding refusals, carried out where the risk score had been determined to be high.

An improvement was shown if: i) the total number of HFSC's completed was greater than the comparable quarter of the previous year; and ii) the percentage of high HFSC outcomes was greater than the comparable quarter of the previous year.

Area Manager, Mark Hutton, stated that, since moving out of lockdown, the number of completed HFSC's had increased 42% over the same quarter as the previous year, with the cumulative year to date HFSC's increasing by 72%

against the same period of 2020/21.

It was explained by Area Manager, Mark Hutton, that HFSCs were now being followed up on households where full checks could not be conducted during lockdown. The impact of Covid-19 working guidelines during the previous 21 months had meant that different triaging processes had been used alongside different delivery techniques. Although triaging and delivery had started to return to pre-pandemic approaches, the Service would be undertaking a robust process to follow up all households where it had not been possible to complete a full Safe & Well visit. Although it was important to ensure that Covid-19 had not adversely impacted fire risk in Lancashire, this approach had led to a decrease in the percentage of HFSCs resulting in a high-risk score. Work would be undertaken to refresh existing partnerships and make new ones based on risk, to ensure the generation of future HFSCs for high- risk households.

	2021/22	2020/21
	% of High HFSC outcomes	% of High HFSC outcomes
Q1	66%	71%
Q2	68%	72%
Q3	63%	69%
Q4		74%

To help illustrate the importance of the Home Fire Safety Check service; properties that had not accepted the offer of a HFSC, but subsequently suffered an Accidental Dwelling Fire, were monitored. During this quarter, 5 properties recorded an ADF after not accepting a HFSC during the previous rolling 12-month period.

1.8 Road Safety Education Evaluation

This indicator reported the percentage of participants of the Wasted Lives and Road Sense education packages that showed a positive change to less risky behaviour following the programme; based on comparing the overall responses to an evaluation question before and after the course.

Total participants were a combination of those engaged with at Wasted Lives and Road Sense events.

An improvement was shown if the percentage of positive influence on participant's behaviour was greater than the comparable quarter of the previous year.

To align with the start of the academic year, LFRS staff had been delivering Road Sense events in schools across Lancashire. Feedback had been requested from teachers to enable the Service to evaluate how effective the package and delivery was. During the October to December 2021 period teachers were asked whether they thought that the session would have positively influenced the behaviour of children regarding road safety. From the feedback received, 83% of teachers recorded that they felt the package and delivery was outstanding in

achieving this, with the remaining 17% recording good with no sessions being marked as satisfactory or inadequate. Monitoring and evaluation would continue throughout the academic year.

Wasted Lives had a relaunch to coincide with Road Safety Week in November and further evaluation would be collected in relation to that specific Road Safety prevention offering.

During quarter 3:

- Road Sense had recorded 2,171 students,
- Wasted Lives sessions had been delivered to 1,058 students,
- Safe Drive Stay Alive (SDSA) had been delivered to 934 students,
- Biker Down had been delivered to 58 attendees.

Over the three-month period, a total of 4,221 attendees had been recorded.

The Service also continued to engage with people via social media platforms with road safety videos on the 'Biker down' page and engagement via Twitter and Facebook.

1.9 Fire Safety Enforcement

This indicator reported the number of Fire Safety Enforcement inspections carried out within the period resulting in supporting businesses to improve and become compliant with fire safety regulations or to take formal action of enforcement and prosecution of those that failed to comply.

Formal activity was defined as one or more of the following: enforcement notice or an action plan, alterations notice or prohibition notice.

An improvement was shown if the percentage of adults 'requiring formal activity' was greater than the comparable quarter of the previous year. This helped inform that the correct businesses were being identified.

Quarter 3 recorded a decrease of 4% against the same quarter of the previous year.

	2021/22				2020/21	
	*No. of Inspections	Requiring		Satisfactory Audit	% requiring Formal Activity	% requiring Formal Activity
		Formal Activity	Informal Activity			
Q1	344	25	211	69	8%	4%
Q2	538	28	336	109	5%	7%
Q3	431	26	236	98	6%	10%
Q4						11%

*The 'number of inspections' count included business safety advice and advice to other enforcement authorities not captured within the formal/informal or satisfactory counts.

Members were informed by Area Manager, Mark Hutton, that the Service was the Fire Safety Regulator for non-domestic premises in Lancashire and they targeted activity on a risk-based inspection programme. The risk-based inspection programme targeted approximately 2,500 premises per annum which were typically premises where people slept and were more vulnerable in the event of a fire. Other premises were also targeted where people did not sleep but where their escape may be difficult such as night clubs and licenced premises. Operational crews would commence delivery of Business Fire Safety Checks in lower-risk buildings.

Area Manager, Mark Hutton, highlighted that 431 inspections were undertaken in Quarter 3 with 26 requiring formal activity and 236 requiring informal activity. Formal activity would consist of an enforcement notice or action plan, an alteration notice or prohibition notice. Informal activity would involve the responsible person for the premises being issued a letter outlining all the areas of non-compliance with the Service expecting those areas to be addressed by the next audit.

KPI 2 – Responding to fire and other emergencies quickly and competently

The Service set a 6-minute attendance standard which included 1 minute for call handling at North West Fire Control.

2.1.1 Emergency Response Standards - Critical Fires – 1st Fire Engine Attendance

This indicator reported the 'Time of Call' (TOC) and 'Time in Attendance' (TIA) of the first fire engine arriving at the incident in less than the relevant response standard.

The response standards included call handling and fire engine response time for the first fire engine attending a critical fire, these were as follows: -

- Very high-risk area = 6 minutes
- High risk area = 8 minutes
- Medium risk area = 10 minutes
- Low risk area = 12 minutes

The response standards were determined by the risk map score and subsequent risk grade for the location of the fire.

Standard: to be in attendance within response standard target on 90% of occasions.

Quarter 3 – 1st pump response decreased 4.91% of total first fire engine attendances over the same quarter of the previous year.

Year to Date	2021/22 Quarter 2	Previous year to Date	2020/21 Quarter 2
88.36%	84.73%	88.83%	89.64%

2.1.2 Emergency Response Standards - Critical Fires – 2nd Fire Engine Attendance

This indicator reported the time taken for the second fire engine to attend a critical fire incident measured from the time between the second fire engine arriving and the time of call. The target is determined by the risk map score and subsequent risk grade for the location of the fire.

The response standards included call handling and fire engine response time for the second fire engine attending a critical fire, these were as follows: -

- Very high-risk area = 9 minutes
- High risk area = 11 minutes
- Medium risk area = 13 minutes
- Low risk area = 15 minutes

Standard: to be in attendance within response standard target on 85% of occasions.

Quarter 3 – 2nd pump response decreased 7.09% of total second pump attendances over the same quarter of the previous year.

Year to Date	2021/22 Quarter 3	Previous year to Date	2020/21 Quarter 3
82.29%	80.76%	86.43%	87.85%

2.2.1 Emergency Response Standards - Critical Special Service – 1st Fire Engine Attendance

This indicator measured how long it took the first fire engine to respond to critical non-fire incidents such as road traffic collisions, rescues, and hazardous materials incidents. For those incidents there was a single response standard which measured call handling time and fire engine response time. The response standard for the first fire engine attending a critical special call was 13 minutes.

Standard: to be in attendance within response standard target on 90% of occasions.

The quarter 3 1st pump response increased 0.90% over the same quarter of the previous year.

Year to Date	2021/22 Quarter 3	Previous year to Date	2020/21 Quarter 3
89.22%	88.48%	88.67%	87.58%

2.3 Fire Engine Availability – Wholetime, Day Crewing and Day Crewing Plus

This indicator measured the availability of fire engines that were crewed by wholetime, day crewing and day crewing plus shifts. It was measured as the percentage of time a fire engine was available to respond compared to the total time in the period.

Fire engines were designated as unavailable for the following reasons:

- Mechanical
- Crew deficient
- Engineer working on station
- Appliance change over
- Debrief
- Lack of equipment
- Miscellaneous
- Unavailable
- Welfare

Recovery times for crews following a significant incident was also highlighted as a reason for fire engines being unavailable.

Standard: 99.5%

Year to date availability of 99.23% was a decrease of 0.06% over the same period of the previous year.

Year to Date	2021/22 Quarter 3	Previous year to Date	2020/21 Quarter 3
99.23%	99.16%	99.29%	99.16%

The negative exception report was due to the percentage of wholetime (WT) pumps being available to respond to emergencies being below the lower control limit during the month of December.

The availability of WT pumps during December was recorded at 98.63%. This was 0.24% outside the 98.87% control limit, and below of the Service's 99.5% standard. This was due to a pump at Blackpool and a pump at Burnley recording a combined total of 157 hours off the run.

Due to a spike in Covid-19 related absences during the last week of December, the Service adopted a degradation model to ensure wholetime cover could be maintained at every WT station. The degradation model was designed to be used for any type of staff absence and in this instance, it was due to Covid-19. This necessitated one of the two pumps based at Blackpool (W30) being the first appliance to be intentionally taken off the run, followed by one of the two pumps at Burnley (P90). In total, there were four occasions of one of the above pumps

being taken off the run. The plan also allowed for an appliance at Blackburn, then one at Preston, to have been taken off the run next, but this was not required. It was noted that the special appliances of the Aerial Ladder Platform at Blackpool (W30) and the Hazardous Materials Unit at Burnley (P90) went to a primary crew model to ensure they were still available. The extra resource was then utilised to fill shortfalls.

The exception was generated following a planned model in response to the Covid-19 pandemic.

2.4 Fire Engine Availability – On-Call Duty System

This indicator measured the availability of fire engines that were crewed by the on-call duty system. It was measured as the percentage of time a fire engine was available to respond compared to the total time in the period.

Fire engines were designated as unavailable (off the run) for the following reasons which include the percentage of off the run hours that each reason contributed to the total. Members noted that fire engines can be off the run for more than one reason; hence the percentages were interpreted individually (rather than as a proportion of the total):

- Manager deficient 55%
- Crew deficient 80%
- Not enough BA wearers 69%
- No driver 41%

Standard: Aspirational Standard 95%

Year to date availability 79.34%, an 11.12% decrease against the previous year to date total availability of 90.46%.

Year to Date	2021/22 Quarter 3	Previous year to Date	2020/21 Quarter 3
79.34%	77.56%	90.46%	87.90%

The negative exception report was due to the percentage of On-Call (OC) pumps available to respond to emergencies being below the lower control limit during each month of quarter 3.

The availability of OC pumps during the quarter was recorded at 77.56% with each month being outside the 83.38% control limit and below the Service's 95% aspirational standard.

The primary contributing factor was the loss of staff; recording 13 fewer staff in quarter 2 compared with the previous quarter. Thirty new On-Call firefighters were recruited during quarter 3; however, approximately 43 staff members left the organisation during the same period.

There was no single notable reason to account for the OC leavers with a variety

of different reasons cited: moving out of area, pursuing other career options, retirements and commitments becoming too demanding. Staffing was predicted to improve over the next 12 months as 20 recruits were due to join the organisation in February, along with 2 full recruit courses later in the year, with 24 recruits each. To help limit the spread of the Covid-19, key station status was removed from several stations, which meant that the use of wholetime imports to bolster availability was restricted.

Actions being taken to improve performance were:

- Continue with our recruitment strategy, utilising a targeted approach to stations that were in exception.
- A focused look at existing contract alignment whilst ensuring staff were fulfilling existing contracts when under contracted hours.
- High levels of sickness were still an issue on a small number of stations, and Covid-19 was continuing to have a small effect on availability throughout the OC.
- On-Call Support Officer's (OCSOs) and unit managers to support Firefighter development to assist with future OIC/LGV development.
- Support national On-Call campaigns and utilise their recruitment literature and designs.
- Invest in On-Call through recruitment material and resources.
- Fill OCSO Team vacancies to ensure all units received the support required.

Local action plans for stations with availability of less than 85% would continue to be produced in conjunction with Station District Managers, Unit Managers and OCSOs to tailor the support required to each unit.

Area Manager, Mark Hutton, advised that run times for Preesall and Tarleton stations could be extensive due to their location and when the on-call crew were unable to maintain staffing on appliances, wholetime staff were detached to those stations to keep them on the run.

2.4.1 Fire Engine Availability – On-Call Duty System (without wholetime detachments)

Subset of KP1 2.4 and provided for information only

This indicator measured the availability of fire engines that were crewed by the on-call duty system (OC) when wholetime detachments were not used to support availability. It was measured by calculating the percentage of time a fire engine was available to respond compared to the total time in the period.

Fire engines were designated as unavailable (off-the-run) for the following reasons:

- Manager deficient
- Crew deficient
- Not enough BA wearers

- No driver

Standard: As a subset of KPI 2.4 there was no standard attributable to this KPI.

The percentage of time that On-Call crewed engines were available for quarter 3 was 75.56%. This excluded the wholtime detachments shown in KPI 2.4.

2.5 Staff Accidents

This indicator measured the number of staff accidents.

The number of staff accidents during the latest quarter increased by 2 incidents against the same quarter of the previous year.

Year to Date	2021/22 Quarter 3	Previous year to Date	2020/21 Quarter 3
61	17	50	15

KPI 3 – Delivering, value for money in how we use our resources

3.1 Progress against Savings Programme

The budget to the end of December 2021 was £42.1 million. The spend for the same period was 41.5 million.

As a public provision, the Service was committed to providing value for money to the community and it was important that once a budget had been agreed and set, the spending remained within this.

The annual budget for 2021/22 was set at £58.2m with a budget to 31 December of £42.1 million. The spend for the same period was £41.5m giving an underspend for the period of £0.6m.

3.2 Overall User Satisfaction

People surveyed included those who had experienced an accidental dwelling fire, a commercial fire or a special service incident that the Service attended. The standard was achieved if the percentage of satisfied responses was greater than the standard.

Question	Total	Number Satisfied	% Satisfied	% Standard	% Variance
Taking everything into account, are you satisfied, dissatisfied, or neither with the service you received from Lancashire Fire & Rescue Service?	2,873	2,841	98.89%	97.50%	1.42%

Since April 2012, 2,873 people had been surveyed and the number satisfied with the service was 2,841; 98.89% against a standard of 97.50%; a variance of 1.42%.

During quarter 3, 49 people were surveyed and 49 responded that they were 'very satisfied' or 'fairly satisfied' with the service they received.

KPI 4 – Valuing, our people so that they can focus on making Lancashire safer

4.2.1 Staff Absence – Excluding on-Call Duty System

This indicator measured the cumulative number of shifts (days) lost due to sickness for all wholetime, day crewing plus, day crewing and support staff divided by the total number of staff.

Annual Standard: Not more than 5 shifts lost.
Cumulative total number of monthly shifts lost 6.198.

The negative exception report was due to the number of shifts lost through absence per employee being above the Service target for quarter 3.

Area Manager, Mark Hutton, presented Members with the analysis, that during quarter 3, October 2021 – December 2021, absence statistics showed above target for the quarter.

Whole-time personnel and Non-uniformed personnel were both above the target.

Absence by quarter:

Non-uniform – 482	shifts lost = 2.36	Target – 1.25
Wholetime – 1,292	shifts lost = 2.08	Target – 1.25

Absence by quarter (Cumulative to date):

Non-uniform – 1,306	shifts lost = 6.4 per person	Target – 3.75
Wholetime – 3,820	shifts lost = 6.14 per person	Target – 3.75

There were 5 cases of long-term absence which spanned over the total of the 3 months with the reasons being:

Green Book	
Reason	Case/s
Ear/Nose/Throat	1
Neurological	1

Grey Book	
Reason	Case/s
Mental Health	1
Gastro-intestinal	1
Coronavirus	1

There were 39 further cases of long-term absence which were also recorded within the 3 months:

Reason	Case/s
Hospital/Post-operative	9
Covid-19 Coronavirus	6
Mental Health – Other	5
Musculo skeletal – Lower limb	4
Musculo skeletal - Other	3
Musculo skeletal - Back	2
Mental Health – Stress	2
Cancer and Tumours	1
Cause known, but not specified	1
Ear/Nose/Throat	1
Headache/Migraine/Neurological	1
Heart, Cardiac & Circulatory problems	1
Musculo skeletal – Neck	1
Other known causes (not specified above)	1
Respiratory – Cold/Cough/Influenza	1

During the quarter, 28 of the 439 employees returned to duty.

Members also considered the actions undertaken to improve performance which included that the Service aimed to continue with:

- Early intervention by Occupational Health Unit (OHU) doctor / nurse / physiotherapist;
- Human Resources (HR) supported managers in following the Absence Management Policy, ensuring the appropriate management of individual long-term cases, addressing review periods/triggers in a timely manner and dealing with capability of staff due to health issues;
- To be included again within the leadership conference to assist future manager's understanding and interpretation of the policy;
- Encouraging employees to make use of the Employee Assistance Programme provider Health Assured and The Firefighter's. Charity;
- HR to be in attendance at Stress Risk Assessment meetings to support managers and to offer appropriate support to the employee along with signposting;
- OHU to organise health checks for individuals on a voluntary basis;
- Support from Service Fitness Advisor/Personal Training Instructors (PTIs);
- Promotion of health, fitness and wellbeing via the routine bulletin and Employee Assistance Programme.

Area Manager, Mark Hutton, advised that the number of hospital/post-operative absences could relate to the improved ability for the NHS to offer procedures as the impact of the pandemic back-log was addressed. The Service had continued to experience absences due to Covid-19.

4.2.2 Staff Absence – On-Call Duty System

This indicator measured the percentage of contracted hours lost due to sickness for all on-call contracted staff.

Annual Standard: Not more than 2.5% lost as % of available hours of cover.

Cumulative on-call absence (as % of available hours cover) at the end of the quarter, 0.98%.

The Chairman thanked the Area Manager, Mark Hutton, for a comprehensive report.

County Councillor Beavers queried, in relation to Fire Safety Enforcement and those premises requiring informal activity, whether it would be more proactive to visit a premises within three to six months to check if areas of non-compliance had been addressed rather than wait until the next audit which could take up to three years. Area Manager, Mark Hutton, advised that a national enforcement model was utilised whereby the Service used a recognised method of auditing a premises and if the inspector were to look at the previous inspection history and find that areas of non-compliance had not been improved, the enforcement management model would lift it to an enforcement notice which would be followed up. Working in this way ensured that the finite number of inspecting officers could continue to work through the Risk Based Inspection Programme. County Councillor Beavers asked if finding the resources to re-visit properties requiring informal activity could be highlighted for the future as it was to protect the general public. Area Manager, Mark Hutton, advised that there were options around where the Service targeted BFSC activity. He also noted that any complaints or fires in a premises were immediately elevated above any planned activity so several of the audits reported to the Authority did not come directly from the risk-based inspection programme but rather, from the risk based intelligence.

In response to Councillor Smith's question regarding legislation around buildings deemed unsafe by the Fire Service and whether they should be forced to close with residents moving out, Area Manager, Mark Hutton, advised that the legal powers which the Service had to place a prohibition notice, was Article 31 of the Fire Safety Order. He added that the Order gave the power to immediately close a business or residence and as such, as it was some of the most powerful legislation in English law, it was used carefully. Although a Prohibition Notice would legally close a building, it did not give the Fire Service any powers to require individuals within a premises to leave. If however, a responsible person managing a premises was found not to have complied with a prohibition notice, they could be prosecuted by the Fire Authority by way a separate offence (to be in breach of a prohibition notice). Typically, for residential properties where a prohibition notice had been placed, the Service would work with the housing authority for a multi-agency approach to assist any residents and prevent homelessness. If, in the same situation, a landlord continued to run the premises for trade or gain, the Service would interview them under caution and take the appropriate action.

In response to a question from County Councillor Singleton in regard to whether the definition of a deliberate fire was when an individual had been prosecuted, Area Manager, Mark Hutton, confirmed that the KPI was broken down into three areas which were: anti-social behaviour, deliberate fires in dwellings, and deliberate fires in commercial properties. Although serious fires were always thoroughly investigated by the Incident Intelligence Team and the Police, not all deliberate fires resulted in a prosecution. He further explained that if fire crews attended a small fire in the open and there was no one present or legitimate reason for the fire, it would be classed as an anti-social behaviour fire.

In response to a further query from County Councillor Singleton regarding the definition of fire safety enforcement, Area Manager, Mark Hutton, explained that the 26 cases noted in the report would be a combination of enforcement notices and prohibition notices. When a notice had been issued to the responsible person of a premises, if they did not complete the work needed within the allotted timeframe and there was a legitimate reason, the notice could be extended. However, if at the end of the extension they had failed to comply with the notice, it was a separate offence within the order and at that stage they would be interviewed under caution with the Service considering the public interest of moving to legal action. If the level of non-compliance was so high that there was an immediate risk to life, the Service would issue a prohibition notice and also issue an enforcement notice in the longer term to give the responsible person time to understand the work that needed to be undertaken to bring the premises back to compliance.

The Committee Chairman asked that it be put on record that resolution 15-20/21 to establish a Task & Finish Group to investigate improving on-call fire engine availability had been discussed with the Chairman of the Authority and the Chief Fire Officer who agreed that a Task and Finish Group would not be required given the on-call availability was included in the Service Annual Plan, progress against which would be brought to a future committee meeting. To reassure Members that the Service was doing everything it could to improve the position, Area Manager, Mark Hutton advised that the Service was not complacent around the availability of on-call fire appliances. He advised that the issue was a problem for the majority of fire and rescue services across the UK and therefore, national working groups existed, of which, LFRS was part of.

RESOLVED :- That the Performance Committee endorsed the Quarter 3 Measuring Progress report and noted the contents of the 3 negative exceptions.

24-20/21 REVIEW OF FAMILY GROUP COMPARATIVE INFORMATION

Area Manager, Mark Hutton, explained that the Family Group Comparative Performance Report was brought to the committee once per year. The information was provided by the Home Office and the report compared the performance of Lancashire Fire and Rescue Service with a number of other Services in the 'family group. The report would usually be brought to the Committee in quarter 4, however, the Service had access to broader national

data and Area Manager, Mark Hutton, proposed that when the report was brought to Committee, rather than just the historical family group, additional information could be provided for all Fire and Rescue Services in England. This would provide the opportunity for the performance of Lancashire Fire and Rescue Service to be compared in a broader context and not be limited to the family group.

RESOLVED :- That the Performance Committee noted the report and approved the inclusion of national data.

25-20/21 BRIGHTSPARX PRESENTATION

Group Manager Prevention, Kirsty McCreesh, summarised that BrightSparx was a major campaign based around the Bonfire period that included work undertaken across the Service and with a multitude of partners which had contributed to some of the positive performance reported earlier in relation to antisocial behaviour fires, deliberate fires and accidental fires which. The preparatory work had started in May. The campaign was data driven following the principles of the Equality Impact Assessment and applied information collected from previous years to ensure a targeted approach to issues.

A multi-faceted approach was used, working across many departments within the Service. The Prevention department created the campaign, and the Comms department used social media to promote education packages to schools, community groups and faith groups. The Protection department worked with Trading Standards to assure the safe sale and storage of fireworks.

Group Manager Prevention, Kirsty McCreesh, explained that the campaign involved a multi-agency approach, working in collaboration with Local Authorities, the Police, North West Ambulance Service and Community Groups.

The BrightSparx campaign objectives for 2021 aimed to: i) maximise public and responder safety; ii) encourage public to attend the LFRS' Virtual Fireworks event or public events; iii) target resources at areas of greatest risk based on incident intelligence and data; iv) address legal compliance regarding safe storage and sale of fireworks; v) identify and work closely with appropriate partners to reduce risk and provide effective and safe responses and; (vi) to reassure members of the public.

Group Manager Prevention, Kirsty McCreesh, informed that the BrightSparkx education package had been delivered virtually to 12,505 learners and in person to 4,683 learners, targeting areas of need. The Service had worked in partnership with local authorities to remove waste alongside arson vulnerability assessments for derelict buildings and, joint working had taken place between LFRS and trading standards with 164 premises recorded and followed up regarding firework storage. In addition, five multi-agency assessment vehicles were used with support by additional flexi duty officers. The Service also worked with the media and had shared safety messages, using social media, that had reached over 3

million people.

Due to the pandemic, in 2020, the Service had streamed a virtual bonfire event and building on its success, a fireworks display was streamed in 2021. It also provided the opportunity to deliver safety messages and raise awareness of the broader remit of Lancashire Fire and Rescue such as, the cadet unit and the use of drones. The video was broadcast live on both Facebook and YouTube and reached over 20,000 people.

Anti-social behaviour fires during the 2021 BrightSparx campaign recorded the lowest number over the last five years. This was a 29.9% decrease over the previous year and a 52.4% decrease over the five year high of 290 recorded in 2017. The number of attacks on firefighters over the bonfire night period had also decreased over the last five years with 3 recorded in 2021 compared to 8 in 2017, although no level of attacks were tolerable.

It was noted that a debrief and evaluation of the 2021 campaign would provide the basis for the 2022 campaign. It was ensured that the campaign would continue to be data driven and the Service would use resources to the best effect. Planning for the 2022 campaign would begin soon.

County Councillor Singleton raised concern regarding the period around the Queen's Jubilee which could raise challenges for the Service in June and furthermore, at least 50% of Parish Councils were planning on having a beacon. Area Manager, Simon Fryer, advised that Brightsparx was an extension of the prevention and response work of the Service. The commitment of firefighters and the work of the Prevention department had made a substantial positive difference over the past three decades. Using a targeted approach, the Service was now in a position, through partnership work and the work of Kirsty McCreesh, Mark Hutton and the wider Service, to make a further significant difference to safety in Lancashire.

Councillor Smith commented that the Service made a difference in the area he represented by removing bonfires on public land, however, he raised concern over pop-up firework shops and asked if there was any legislation in place for them. Group Manager Prevention, Kirsty McCreesh stated that the Service maintained records of pop-up shops in Lancashire. Area Manager, Mark Hutton, added that, prior to Covid-19, there had been growing national conversation about tightening the legislation for covering the sale of fireworks for home use.

The Chairman thanked Kirsty McCreesh for her presentation. He was pleased with the prevention and protection work of the Service.

The Chairman extended his congratulations to Jon Charters on his appointment to Assistant Chief Fire Officer.

RESOLVED: - That the Committee noted the BrightSparx presentation.

26-20/21 DATE OF NEXT MEETING

The next meeting of the Committee would be held on 29 June 2022 at 10:00 hours in Washington Hall, Service Training Centre, Euxton.

Further meeting dates were noted for 14 September 2022 and 14 December 2022 and agreed for 15 March 2023.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

LANCASHIRE COMBINED FIRE AUTHORITY

AUDIT COMMITTEE

Tuesday, 29 March 2022, at 10.00 am in the Washington Hall, Service Training Centre, Euxton.

MINUTES

PRESENT:

Councillors

J Shedwick (Chairman)
N Hennessy (Vice-Chair)
S Clarke
M Dad
F Jackson
A Kay
J Singleton

Officers

K Mattinson, Director of Corporate Services (LFRS)
D Brooks, Principal Member Services Officer (LFRS)
L Barr, Member Services Officer (LFRS)

In attendance

J Taylor, Internal Audit, Lancashire County Council
G Jones, External Audit, Grant Thornton

31-20/21 APOLOGIES FOR ABSENCE

None received.

32-20/21 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

33-20/21 MINUTES OF THE PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on 30 November 2021 be confirmed as a correct record and signed by the Chairman.

34-20/21 INTERNAL AUDIT MONITORING REPORT

The Internal Auditors produced a summary of progress against the annual plan for each Audit Committee meeting, setting out progress to date and any significant findings. The report for the period up to 10 March 2022 was presented by Judith Taylor. It was noted that work carried out during this period was in accordance with the agreed audit plan.

The report identified to date that, 69 days had been spent this financial year on the 2021/22 plan of the totalled planned activity of 70 days.

Progress in relation to the plan was provided and discussed by Members. It was noted that:

- Audit work across the 3 key financial systems: accounts payable, accounts receivable, general ledger had been completed and an opinion of substantial assurance provided;
- Payroll and Human Resources audit work reviewed and tested the adequacy and effectiveness of the controls and processes, and an opinion of substantial assurance was provided;
- Substantial assurance was also provided in relation to audit work for treasury management with no areas for improvement suggested.
- In relation to training, learning and development, overall a moderate assurance over the adequacy and effectiveness of the training, learning and development control framework. Whilst the provision of training and internal assurance arrangements were appropriately structured to support firefighters in maintaining the competencies required for their role, some actions had been identified to improve the overall monitoring and reporting arrangements which would provide greater assurance that training was being undertaken appropriately and learning embedded.

The report also included details of follow up work in relation to:

- Safeguarding - the previous audit provided substantial assurance. Three low risk actions were agreed with management to address areas identified for improvement. Two of the three actions had been implemented with one still ongoing relating to the delivery of Safeguarding Awareness talks, which were to be delivered to staff; and;
- GDPR – the previous audit provided an opinion of moderate assurance. Eleven actions were agreed with management to address areas for improvement, with only three (all low risk/ priority) being completed to date due to vacant staff posts.

Proposed changes to the plan

It was noted that internal audit programme for 2021/22 originally included provision for an audit to assess whether recruitment activity adopted a Positive Action approach, and additionally whether on call contracts being offered were commensurate with need. Whilst the current audit programme continued to include provision for a review of the management of on call firefighter provision, which would seek to assess whether there were appropriate controls in place, that operated effectively to ensure stations had sufficient on call cover to provide the required operational response to any incident, the review of recruitment had been deferred until 2022/23 as Covid had delayed the application of a Positive Action approach during 2021/22.

RESOLVED: - That the Committee noted and endorsed the report.

35-20/21 INTERNAL AUDIT PLAN - 2022/23

The Internal Auditors were required to produce an Annual Audit Plan, setting out areas they intended to review during the year. The plan amounted to a total resource of 70 audit days in 2022/23 which equated to an overall cost of £23,450 which was in line with budget provision.

A proposed plan was presented by Mrs Judith Taylor.

The internal audit plan was designed to provide the evidence necessary to support an opinion of governance, risk management and control as well as sufficient coverage over operations as a whole either on an annual or periodic basis to enable production of a robust annual audit opinion.

Individual items were proposed for inclusion in the annual audit programme based on planned work deferred from 2021/22 which was still considered important; known changes to operational activity, systems or processes and information obtained from the annual governance review, from the review of the corporate risk register and by liaising with the Director of Corporate Services to establish his view of those areas where independent assurance would be welcomed.

Where it was known that assurance would be provided from another body the Internal Audit Service would not duplicate work but would take it into account if it was relevant to the overall opinion on governance, risk management and control.

The deployment of audit resources was proposed as follows:-

Governance and business effectiveness	3 days
Service delivery and support	24 days
Business processes	32 days
Follow up audit activity	2 days
Other components of the audit plan	9 days
Total	70 days

RESOLVED:- That the Audit Committee agreed the internal Audit Plan for 2022/23.

36-20/21 EXTERNAL AUDIT - AUDIT REPORT AND SECTOR UPDATE

The Chairman welcomed Georgia Jones who had taken over from Andy Smith as engagement lead. She advised that her colleague, Helen Stevenson had taken over from Andy Ayre and their contact details were identified on page 39 of the agenda pack.

Ms Jones presented the external audit progress and sector update report which detailed progress at March 2022 in relation to the financial statements and value for money conclusion. The report also set out what the External Auditors would do and their planned completion date.

In addition, the report included sector issues which provided an up-to-date summary of emerging national issues and developments to support the Authority/Committee.

County Councillor Clarke expressed concern regarding the timing for completion of the audit reports in November 2022 due to delays the previous year. In response, Ms Jones advised that it was intended that the auditors would be on site; this should facilitate better timing of responses. She confirmed the aim was to be completed ahead of the deadline to enable plenty of time for consideration of the report.

RESOLVED:- That the Audit Committee noted and endorsed the report.

37-20/21

EXTERNAL AUDIT - UNDERSTANDING HOW THE AUDIT COMMITTEE GAINS ASSURANCE FROM MANAGEMENT

It was noted that in order to comply with Auditing Standards, the External Auditors, Grant Thornton needed to establish an understanding of the management processes in place to prevent and detect fraud and to ensure compliance with laws and regulations. They were also required to make enquiries of both management and those charged with governance as to their knowledge of any actual, suspected or alleged fraud. International auditing standards placed certain obligations on auditors to document managements' view on some key areas that affected the financial statements. In addition to the request to management, they also needed to gain an understanding of how those charged with governance maintained oversight of the above processes as set out in letters to management (Executive Board) and the Chair of the Audit Committee as now considered alongside separate responses.

RESOLVED: - That the Committee noted and endorsed the response submitted by the Executive Board and approved the response by the Chair of the Audit Committee for submission.

38-20/21

RISK MANAGEMENT

The Director of Corporate Services presented the report. The report highlighted action taken in respect of corporate risk since the last Audit Committee meeting. The latest review of the corporate risk register identified 1 new risk which warranted inclusion on the corporate risk register:

Removal of Day Crewing Plus (DCP) / Outcome of Emergency Cover Review (ECR)

It was noted that there was a risk that the ECR would be unable to identify suitable and affordable alternative duty systems for the DCP stations. ECR working groups had been set up to engage with existing DCP staff to look at future duty systems. Potential cost implications would be closely monitored to ensure they were reflected in future updates to the medium-term financial strategy. This was currently classed as a high risk as the review was in its early stages and the cost implications if all stations returned to the 2-2-4 shift system were very significant.

An updated corporate risk register was considered by Members with changes summarised in the report.

County Councillor Shedwick queried whether sufficient allowance had been made in the budget for an increasing inflation rate. In response, the Director of Corporate Services advised that 2.5% inflation was built into the budget with some exceptions including 25% for energy. He confirmed that there was sufficient funding in the reserves to cover any variations which would be kept under review and reported to the Resources Committee.

County Councillor Hennessy expressed concern regarding the cost implications surrounding the risk that the Emergency Cover Review (ECR) process would not identify alternative duty systems for day crewing plus stations. The Director of Corporate Services confirmed that the ECR would be subject to an external consultation process which included with staff and unions.

RESOLVED: - That the Committee noted the actions taken and endorsed the revised corporate risk register.

39-20/21 DATE OF NEXT MEETING

The next meeting of the Committee would be held on Tuesday 5 July 2022 at 10:00 hours in Washington Hall, Service Training Centre, Euxton.

Further meeting dates were noted for 27 September 2022 and 29 November 2022 and agreed for 28 March 2023.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

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LANCASHIRE COMBINED FIRE AUTHORITY

RESOURCES COMMITTEE

Wednesday, 30 March 2022, at 10.00 am in Washington Hall, Service Training Centre, Euxton.

MINUTES

PRESENT:

Councillors

T Williams (Chairman)
D O'Toole (Vice-Chair)
L Beavers
K Iddon
H Khan (for M Pattison)
G Mirfin
S Serridge
R Woollam

Officers

J Johnston, Chief Fire Officer (LFRS)
S Healey, Deputy Chief Fire Officer (LFRS)
K Mattinson, Director of Corporate Services (LFRS)
B Warren, Director of People and Development (LFRS)
R Stone, Head of Digital Transformation (LFRS)
D Brooks, Principal Member Services Officer (LFRS)
L Barr, Member Services Officer (LFRS)

41-20/21 APOLOGIES FOR ABSENCE

Apologies were received from County Councillors J Mein, C Morris and M Pattison.

42-20/21 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

43-20/21 MINUTES OF THE PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on 1 December 2021 be confirmed as a correct record and signed by the Chairman.

44-20/21 FINANCIAL MONITORING

The Director of Corporate Services presented the report which set out the current budget position in respect of the 2021/22 revenue and capital budgets and performance against savings targets.

The overall position at the end of January was an underspend of £0.3m, with a forecast outturn position of an underspend of £0.2m. Both were a combination of the level of staffing vacancies, the slow return to business-as-usual spending activities, less the funding gap identified at budget setting and the unbudgeted pay awards.

The year to date and forecast positions within individual departments were set out in the report with major variances relating to non-pay spends and variances on the pay budget being shown separately in the table below: -

Area	Overspend/ (Under spend)		Reason
	31 Jan 2022	Forecast	
	£'000		
Service Delivery	(130)	(153)	<p>The underspend to the end of January and the year-end forecast both largely related to the reduced activity levels in the following areas:</p> <ul style="list-style-type: none"> • Smoke detectors, in addition recent difficulties in the supply chain for smoke alarms were partially resolved, however a potential increase in costs had been identified which may impact final spend in year; • Travel budgets, which were significantly underspent, it was expected that changing working practices for non-operational staff would mean reduced usage in the future therefore we had reflected this reduction in next years' budget
Covid-19	-	-	<p>We had received total funding of £1.6m since March 2020. In addition, as previously reported, we had transferred £0.2m of travel/mileage budgets into this reserve to reflect savings in respect of differing working practices during the pandemic, resulting in total funding of £1.8m.</p> <p>As at the end of January we had fully utilised the £1.8m, as follows:</p> <ul style="list-style-type: none"> • Additional staff costs £0.6m • Additional cleaning £0.1m • Consumable items £0.2m • Remote working and video conferencing equipment £0.2m • PPE £0.7m

			<ul style="list-style-type: none"> • Total £1.8m
TOR	(186)	(164)	<p>As previously reported, the current and forecast underspend largely related to the position with apprentice levy income for wholetime recruits. At the time of setting the budget it was anticipated that the recruit numbers would fully utilise the balance in the levy account, therefore the income budget was set at £0.2m. During the year, levy drawdown forecasts had been updated as follows:</p> <ul style="list-style-type: none"> • Following a nationwide review of the wholetime fire-fighter apprenticeship programme, which LFRS participated in, the government apprentice levy setting body agreed an uplift to the funding for each apprentice starting after January 2021 from £12k to £14k over the 24 month apprenticeship, resulting in additional income circa £46k in 2021/22; • levy account shortfalls would be met by 95% funding (known as co-investment) from the Government, which meant we would benefit from £163k additional levy income in the financial year. We had reflected the revised assumptions in next years' budget. <p>TOR had been catching up on training during the year and spend on external training was currently in line with budget.</p>
Property	(227)	(203)	<p>Whilst non-essential maintenance was re-instated prior to the end of the last financial year, departmental capacity due to a vacant surveyor post, and the ongoing situation meant there was an underspend to date. The post was filled from the start of November, and the outturn forecast assumed that there would be some further catch up spend for the final few months, slightly reducing the current level of underspend.</p>
Non DFM	595	654	<p>Both the year to date and outturn overspend position reflected:</p> <ul style="list-style-type: none"> • the £0.3m funding gap identified at the time of setting the budget in February 2021

			<ul style="list-style-type: none"> • additional RCCO approved during the year as previously reported • the transfer of £0.5m into the PFI earmarked reserve, as set out in the reserves and balances report at the CFA meeting in February, net of the PFI re-financing gain of £0.2m. • note we were still assuming that the existing £2.4m pension accrual, set aside in previous years, would be sufficient to meet any costs associated with the changes to the pensionability of allowances.
Wholetime Pay (including associate trainer costs)	191	140	<p>As previously reported there had been significantly more early leavers than allowed for in the budget. At the end of January we had 27 fewer wholetime members of staff than budgeted. In addition, as previously reported, there was a shortfall in recruit numbers this year, with 35 recruits compared with a budgeted 48,</p> <p>These resulted in an anticipated underspend of approx. £0.6m at the end of March.</p> <p>Broadly speaking these were offset by:-</p> <ul style="list-style-type: none"> • the unbudgeted grey book pay award of 1.5%, at a cost of £0.4m, as previously reported. • Continued increased overtime costs, associated with covering vacancies and staff absences. <p>The net of all the above factors was the forecast overspend of £0.1m.</p>
On Call Pay	(128)	(118)	<p>The position within On-call staffing was underspent, with the unbudgeted pay award being more than offset by higher staff vacancies and lower ad hoc payments than budgeted.</p>
Support staff (less agency staff)	(308)	(259)	<p>The underspend related to vacant posts across various departments, circa 12% of the establishment in early February, far in excess of the 3.75% vacancy factor built into the budget. This was partly offset by spend on agency staff.</p> <p>As previously reported, the labour market remained extremely challenging, and we were experiencing difficulties in filling</p>

			posts. As such we anticipated the high level of vacancies continuing until year end. This would be partly offset by the pay award for green book staff, which was agreed at the end of February at 1.75% and would be paid in March salary, which had been reflected in the forecast outturn position.
Apprentice Levy	(16)	(23)	The apprentice levy was payable at 0.5% of each months payroll costs, the budget for this was set at anticipated establishment levels, hence the underspend against this budget reflected the various pay budget underspends reported above.

It was noted that significant cost increases across various supply chains were being seen, and in particular in construction projects which may affect the final outturn expenditure levels. This would continue to be monitored, and other trends, to ensure that they were reflected in future year's budgets, as well as being reported to Resources Committee.

Grant Funding

The Authority received specific grants from the Government in respect of various new initiatives. These were included in the revenue budget position but were shown separately in the report. The forecast outturn assumed that all grant was spent in year, but any that was not would be carried forward as an earmarked reserve to use in the new year.

Capital Budget

The approved capital budget for 2021/22 stood at £4.5m. To date £3.3m of the programme had been committed, with an anticipated year end spend of £3.5m, as set out below: -

	Spend to 31 January	Forecast to 31 March	
	£m	£m	
Other vehicles	0.3	0.3	This budget allowed for the replacement of various operational support vehicles. Whilst some of the operational support vehicles had been ordered and delivered, we were still progressing the purchase of 9 operational support vehicles and 2 PODs, hence the slippage of £0.3m as shown in appendix 2.
Operational Equipment /	0.1	0.1	This budget allowed for <ul style="list-style-type: none"> replacement of capital items

Future Firefighting			<p>from the equipment replacement plan, namely defibrillators and a replacement drone which had been delivered</p> <ul style="list-style-type: none"> • replacement of light portable pumps which had been ordered and would be delivered in April 2022, resulting in slippage of £0.1m • progression of CCTV on pumping appliances, where we were proposing trialling this in the first instance with an initial budget of £0.1 the trial had not yet begun and would result in the budget being slipped into 2022/23
Building Modifications	2.8	3.0	<p>This budget allowed for:</p> <ul style="list-style-type: none"> • Provision of a new workshop, BA Recovery and Trainer facility at STC. Committed spend to date was £2.7m. Work had been completed and the building was handed over to the Authority at the end of October 2021. • Enhanced station facilities comprising the final payment in respect of South Shore refurbishment and extension, and changes at Hyndburn fire station, where final designs were being reviewed prior to moving to the procurement phase, but where £0.1m budget would slip into 2022/23; • Replacement drill towers where spend to date of £0.1m related to various site investigation works and planning applications; • Fees associated with progressing the business case for a SHQ relocation, £0.2m, which would slip into 2022/23. <p>As with the revenue budget, current departmental capacity to progress these was previously limited, hence the slippage indicated above and</p>

			detailed in Appendix 2.
IT systems	0.1	0.1	The budget related to the replacement of various systems and ICT hardware, in line with the ICT asset management plan. Spend in year related to replacement hardware (Vehicle Mounted Data Systems). The balance of slippage related to various items of hardware, where we were experiencing a shortage of raw materials and expected deliveries to take place in the new financial year, resulting in slippage of £0.2m.
Total	3.3	3.5	

The committed costs to date would be met by revenue contributions (£2.4m) and capital reserves (£0.9m). With the remaining in year spend being funded from a further £0.2m use of capital reserves.

Significant cost increases continued to be seen across various supply chains, and in particular in construction projects which may affect some of the capital projects as they progressed through the procurement stage. In addition, shortages of raw materials were more frequently being cited as reasons for delays in delivery of goods ordered, which had led to higher slippage in some instances than originally anticipated.

Delivery against savings targets

The performance to date was already ahead of the annual target, largely due to staffing vacancies plus savings on the procurement of several vehicles.

RESOLVED: - That the Committee noted and endorsed the financial position.

45-20/21 DIGITAL STRATEGY

The Deputy Chief Fire Officer presented the Digital Strategy 2022 – 2027. This was an enabling document that supported other strategies for Prevention, Protection, Response, People and Finance which all underpinned the Community Risk Management Plan (CRMP).

The Deputy Chief Fire Officer drew Members' attention to page 32 of the agenda pack which set out the Service's key principles (these would support the delivery of a digital Fire and Rescue Service through our culture and provide the best services to our communities); page 36 set out 7 key digital themes (to help deliver the strategy over the next 5 years) and page 41 set out how the strategy aligned with the other major strategies to support the delivery of the CRMP.

The Deputy Chief Fire Officer introduced Roger Stone, Head of Digital Transformation who gave a presentation on the digital approach to the delivery of the strategy.

The Head of Digital Transformation advised that the Service's published key strategies had been analysed and digital horizon scanning undertaken to develop the strategy. Seven key themes had been identified. These focussed on automation and efficiencies and aligned with the other key strategies, with security inherently built into the solutions. The Government's directive was 'digital by default, cloud first' and the Service was therefore largely aligning itself to that. The 'cloud' was an off-site solution that was a lot bigger, better, and resilient with more security, control and investment. This helped the Service to capitalise on trillions of dollars of investment that cloud organisations put into their systems in terms of security, collaboration and accessibility. He confirmed that the Service focused on European and UK territories and with GDPR regulations data was hosted on UK shores.

The Head of Digital Transformation advised that there were over 40 digital transformation projects ongoing with only a relatively small team. The team was made up of a Digital Transformation Team (a team of professionals who worked on custom integration with 3rd party solutions), Delivery Partners (provided external expertise) and Business Developers. This role was a key element as a lot of the strategy focussed on self-service which aimed to empower our workforce to generate the solutions themselves. A video example was shown of the business fires safety check mobile app which had been developed (with tools available to the workforce) to turn a paper form into a digital one. In addition, one of the key things the Service was doing was trying to make all its data accessible centrally.

In response to a question raised by County Councillor Woollam regarding whether the Service's security systems were adequately protected and up-to-date, the Head of Digital Transformation reassured Members that there was a dedicated security team that looked after 'on premises' and 'cloud' security models. He advised that the Service took advice from the National Cyber Security Centre and the Home Office. Guidance and advice had been provided on how to minimise increasing threats from certain territories and globally. Weekly security meetings were held to discuss those threats and the Service's response to them. The Service policy was to lock systems down first and were therefore probably tighter than most. The beauty of the cloud model was the level of investment in those security layers.

County Councillor Mirfin congratulated the Head of Digital Transformation on the report. He supported the use of a self-serve environment. Based on his experience, he did not want the Service to underestimate the resources needed to craft this type of environment including the costs this would involve in terms of training others to best use the system going forward.

Councillor Williams queried the level of safety with the cloud model as it was an international platform with common access; he also queried whether the Service had any experience of anyone attempting to hack into its systems. In response, the Head of Digital Transformation advised that the Service had explored this in detail with its platinum partner who had been recommended by Microsoft. Virtual tours of its data centres were provided alongside detailed explanations of the security measures taken. Trillions of dollars had been invested with security taken very seriously given this was a critical risk to their business. If they did

suffer a vulnerability and were exploited, it would be a massive dent in their reputation. With any connection to the internet there was an inherent vulnerability. The only way to properly secure a system was to turn it off or disconnect it from an external network but that was impractical. Therefore, there was a need to find a balance between usability and security. This was done by making sure data in the cloud was restricted to our own network. Additional security was through setting a virtual perimeter, known as geo-fencing the data together with multiple layers of security on our own sites and the cloud. The Service also vociferously monitored security and had not been hacked but was aware of external scanning of ports which provided a steer for protection. This did happen on a regular basis (as with most other organisations).

RESOLVED: - That the Committee noted and endorsed the report and strategy.

46-20/21 DATE AND TIME OF NEXT MEETING

The next meeting of the Committee would be held on Wednesday, 6 July 2022 at 1000 hours in Washington Hall, Service Training Centre, Euxton.

Further meeting dates were noted for 28 September 2022 and 30 November 2022 and agreed for 29 March 2023.

47-20/21 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: - That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, indicated under the heading to the item.

48-20/21 PFI CONTRACT - OUTCOME OF RE-FINANCING OF THE SENIOR DEBT

(Paragraph 3)

Members considered a report that outlined the outcome of re-financing of the senior debt within the PFI contract.

RESOLVED: - That the recommendation be noted.

49-20/21 HIGH VALUE PROCUREMENT PROJECTS

(Paragraph 3)

Members considered a report that provided an update on all contracts for one-off purchases valued in excess of £100,000 and high value procurement projects in excess of £100,000 including: new contract awards, progress of ongoing projects and details of new projects.

RESOLVED: That the Committee noted and endorsed the report.

50-20/21 TRADE UNION RECOGNITION ARRANGEMENTS

(Paragraph 4)

The Director of People and Development provided a verbal update on the arrangement for the recognition of trade unions. It was noted that a report would be presented to the next full Authority meeting in April.

RESOLVED: - That the report be noted.

51-20/21 PENSIONS UPDATE

(Paragraphs 4 and 5)

Members considered an update report on the current position regarding pension schemes that applied to the uniformed members of the Fire Sector.

RESOLVED: - That the recommendation be noted.

52-20/21 INTERNAL DISPUTES RESOLUTION PROCEDURE - STAGE 2

(Paragraph 1)

Members considered a report from the Director of People and Development regarding a Stage 2 application under the Internal Disputes Resolution Procedure. He explained the procedure to Members and the report outlined the facts of the case.

RESOLVED:- That the Committee declined the application.

LFRS HQ
Fulwood

M NOLAN
Clerk to CFA

Lancashire Combined Fire Authority

Meeting to be held on 25 April 2022

Member Champion Activity Report

Contact for further information:

DCFO Steve Healey – Tel No: 01772 866801

Executive summary and recommendations

Executive Summary

This paper provides a report on the work of the Member Champions for the period up to April 2022.

Recommendation

The Authority is requested to note and endorse the report and acknowledge the work of the respective Champions.

Information

The concept of Member Champions was introduced in December 2007 with a review of the roles in 2017.

The Authority appoints its Member Champions at its Annual Meeting in June and the current Member Champions are:

- Community Safety – Councillor Jean Rigby
- Equality, Diversity and Inclusion – Councillor Zamir Khan
- Health and Wellbeing – County Councillor Andrea Kay
- Road Safety – County Councillor Ron Woollam

Reports relating to the activity of the Member Champions are provided on a regular basis to the Authority.

During this period, all have undertaken their respective role in accordance with the defined terms of reference. Their activity to date is as follows:

Community Safety – Councillor Jean Rigby

Lancashire Fire and Rescue Service (LFRS) personnel have been working to deliver the year 2 education package, Childsafe, across all educational establishments in Lancashire. This has been even more challenging this year as the Service have also set out to catch those pupils who were in year 2 last year and missed the session as the Covid pandemic prevented delivery. LFRS has delivered to over 30,000 pupils so far this academic year, including delivery of the year 6 Road Sense package.

LFRS has launched their Wildfire and Water Safety Campaigns, in collaboration with partners, as we approach the Easter holidays. The Wildfire campaign involves multi agency collaboration with landowners, community groups, Lancashire Constabulary, local authorities and others. Wildfires can be devastating to wildlife, the environment

and communities as well as resource intensive and costly when they do occur. By doing this joined up prevention work we can have the greatest impact. The Water Safety Campaign is again delivered in collaboration and involves media campaigns, delivery of bespoke education packages and engagement with communities.

Following feedback from Deafway, LFRS has been working to improve access into the Service for the deaf and hard of hearing community. LFRS has promoted an alternate way to contact the Service for a HFSC, built partnerships with services working in the community and are currently creating new media content which gives key fire safety messages in British sign language which will be promoted on the website and social media. For the media clips, LFRS has been working closely with the School of Sign Language Youth Group from Blackburn.

LFRS remain committed to the delivery of Home Fire Safety Checks (HFSC) and this reporting period has seen an investment into valuable resources due to the CFA member champion budget. A physical HFSC is offered to the most vulnerable people who are known to be at high risk of both having a fire and a poor outcome should a fire occur. LFRS personnel can now support the advice given on a visit by supplying especially designed sticker reminders to those people living with dementia. The LFRS Prevention Support Team have also developed resources to identify levels of hoarding, to support personnel carrying out HFSCs.

Equality, Diversity and Inclusion – Councillor Zamir Khan

Further to the establishment of a new Employee Voice Group for Neurodiversity, a draft policy has now been developed which sets out the Service's approach in terms of reviewing recruitment and selection arrangements, delivering training and the development of a Workplace Needs Assessment which will identify support for neurodivergent employees in the workplace.

Health and Wellbeing – County Councillor Andrea Kay

The Trauma Risk Management (TRiM) process is currently being reviewed to be relaunched in May 2022; to coincide with the fourth anniversary of its introduction into the Service. The review includes:

- sourcing appropriate training to ensure we have reliable and competent individuals to provide structured support to colleagues following traumatic events
- clarifying the timescales and structure of the TRiM process
- revising the Service Order and associated leaflets, presentations, posters etc.

The Wellbeing Support Dog capability continues to develop, and we have received several requests from other Fire and Rescue Services, to share our experience of establishing such a capability.

Climate Change and Environment

At the beginning of March, the Safety, Health and Environment Department and Service Delivery representatives supported Cllr Kay by attending a Climate Change / Environment session at Fleetwood Fire Station, to meet with local school children/young people. This was an opportunity for LFRS to share with the young people:

- how LFRS protect the environment in relation to the incidents we attend,
- what LFRS do to reduce the impact, as a Service, on the environment, and
- to listen the young people's ideas about what they feel could make a positive contribution to the climate change agenda.

Reusable cups are being trialled in the canteen at Service Training Centre (STC) to reduce the amount of waste created from disposable drinks cups. Staff will be encouraged to take a reusable cup and re-use this every time they get a hot/cold drink from the canteen/brew areas across the site. It is hoped, if successful at STC, this trial will be extended to Service Headquarters for meeting rooms.

Road Safety – County Councillor Ron Woollam

Wasted Lives is a Road Safety package aimed at pre-drivers in Years 10 and 11. The updated packages have been well received and the assembly format is proving to be the most popular by far. We are continuing to run the virtual delivery as an option. To date over 2,500 students have participated in a Wasted Lives session run by Lancashire Fire and Rescue (LFRS) this year.

Road Sense is a Year 6 Road Safety Education Package delivered by LFRS. Delivery is progressing well and to date over 11,500 pupils have received the package. Feedback from teachers is very favourable, both towards the new version and delivery. We are still receiving some virtual delivery requests which are being delivered to individual schools to ensure the session is still fully interactive. The aim of LFRS is to deliver to all year 6s in Lancashire for this academic year.

Biker Down continues to be very popular and LFRS has planned 6 courses for April 2022 to coincide with National Fire Chiefs Council (NFCC) 'Motorcycle Action Month'. There will be increased campaign activity during the 2nd week of April as this is the main week of action. The NFCC theme during this week is to encourage motorcyclists to sign up for Biker Down, so more course dates will be released on social media to facilitate this. Since January, over 80 motorcyclists have attended a course and received a first aid kit that was purchased with the Road Safety Champion budget.

LFRS continues to work as a partner within the Lancashire Road Safety Partnership (LRSP) which is now chaired by the Deputy Police and Crime Commissioner. LRSP has recently been independently reviewed (by the West Yorkshire Road Safety Partnership) with a view to making it even more effective. The significant contribution that LFRS makes to road safety education was recognised and will continue to contribute to making the partnership stronger.

Financial Implications

Activities are within budget.

Business Risk Implications

Whilst no formal obligation is placed on the Authority to have Champions, effective utilisation of such roles offers a number of benefits.

Environmental Impact

The Member Champion role provides leadership on environmental issues and assists in engaging Authority members in strategic objectives relating to protecting the environment.

Equality and Diversity Implications

The Member Champion role provides leadership on equality and diversity issues and assists in engaging Authority members in strategic objectives relating to equality and diversity.

Human Resource Implications

Some Member and Officer time commitments.

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate:

Lancashire Combined Fire Authority

Meeting to be held on 25 April 2022

Fire Protection Reports

Contact for further information:

Assistant Chief Fire Officer Jon Charters, Director of Service Delivery

Tel: 01772 866801

Executive summary and recommendations

Executive Summary

This report summarises Lancashire Fire and Rescue Service (LFRS) prosecutions with respect to fire safety offences, as well as convictions resulting from arson incidents for which LFRS officers have contributed evidence to the Police led criminal justice process.

Fire Protection and Business Support Information is also included to provide Members with an update on the continually evolving fire safety regulatory position, and how the Service is developing and adapting both its services and workforce to ensure it keeps pace with the changes to keep public and firefighters safe in the built environment.

Recommendation

The Authority is asked to note the report.

FIRE SAFETY CONVICTIONS

Prosecutions

A plea hearing is scheduled to take place at Preston Crown Court on the 11 April 2022 for a case involving a mixed used premises, used for both commercial and sleeping purposes, with inadequate fire safety measures.

Protection teams continue to investigate and build files in relation to twelve further cases wherein offences are believed to have been committed under the Regulatory Reform (Fire Safety) Order 2005, involving the following types of premises:

- Commercial Car Breakers
- Care & Nursing Home
- Licensed Public House / Bar x2
- Mixed commercial and Residential (Takeaway with Sleeping above) x3
- Residential Flats
- House in Multiple Occupation used as Student Accommodation
- House in Multiple Occupation used as Specialised Housing
- House in Multiple Occupation x2

FIRE PROTECTION & BUSINESS SUPPORT INFORMATION

Primary Authority Schemes (PAS)

The Service has received 381 requests for primary authority advice from its 15 PAS members in the year to April 2022. The PAS process remains valuable to both LFRS and partners in a period where the importance of fire safety is continually increasing and conscientious businesses, particularly those responsible for residential premises, seek greater levels of guidance and support regarding how best to plan and integrate ongoing legislative change into their working practices.

Building Risk Review (BRR) and tall buildings update

As previously reported, LFRS completed the building risk review ahead of the December 2021 deadline, with Lancashire having 38 High Risk Residential Buildings (HRRBs) 'in-scope' for the new Building Safety Act (18m in height or at least 7 storeys). Inspectors are still awaiting a small number of External Wall System (EWS) specialist reports due for the most part to a shortage of chartered fire engineers to meet the national demand.

Until the new the Building Safety Bill is enacted, and the frequency of audit for HRRBs is confirmed at a national level, LFRS will continue to inspect these premises on a 12 monthly frequency as part of its Risk Based Inspection Program (RBIP). In addition, the 2022-23 RBIP will include a proportion of Lancashire's 11m-18m residential premises, now referred to as Medium Rise Residential Buildings (MRRBs). Taking a risk-based approach inspectors will focus on premises with potentially non-compliant External Wall Systems and residential buildings where occupants may require greater assistance to escape in the event of fire.

Whether it is identified by an LFRS audit, or by responsible persons undertaking their own fire and EWS risk assessments, it is sometimes the case that residential premises are found to have non-compliant EWS and/or other significant fire safety failings (such as serious compartmentation breaches or defective smoke management systems). In these cases the existing 'stay-put' evacuation strategy may no longer be suitable and immediate measures are required to protect residents by transitioning the premises to a full 'simultaneous evacuation' strategy. In these circumstances LFRS Inspectors work with freeholders, leaseholders, management companies, local authority housing teams and residents to proportionately and consistently apply principles advocated in national guidance (<https://www.nationalfirechiefs.org.uk/Simultaneous-evacuation-guidance>). The process is known as moving the building into 'Interim Measures'. The LFRS interim measures policy sees a joined-up approach across several departments and North West Fire Control to share premises information which also ensures an enhanced operational response is pre-planned and additional Home Fire Safety Checks are provided. Once satisfactory measures have been put in place, following a further inspection by the Protection Department, a building may then be taken out of interim measures and stay put evacuation strategy restored. Depending on the complexity and extent of the problems, this process can take several years as freeholders and leaseholders work through the various government led processes to seek financial support for both the interim period and the necessary work to resolve the underlying problems, before moving to planning, procurement and delivery of the necessary works. Lancashire currently has 14 premises that are in interim measures.

Automatic Fire Alarm (AFA) Policy

To continue to reduce the societal risk caused by false alarms, LFRS' new AFA attendance policy commenced on the 1st April 2022. Appliances will no longer attend a sounding fire alarm at non-sleeping risk premises, between the hours of 8am and 7pm, unless there is confirmation of fire, or the building meets an exemption criteria.

Throughout the implementation phase officers have engaged with Alarm Receiving Centres, Business owners and other stakeholders. Further details are available at <https://www.lancsfirerescue.org.uk/safety/business-safety/our-response-to-automatic-fire-alarms/>

The implementation will be carefully monitored and will be supported by a refreshed Unwanted Fire Signal (UWFS) policy that will be applied by operational crews and business safety advisors to continue to reduce false alarms in all building types (not just those covered by the new AFA attendance policy).

Business Fire Safety Checks (BFSC)

Week commencing 14th March saw the start of the service wide rollout of BFSC training. Over the next 6 months the training will be delivered to all wholtime operational personnel by a dedicated team. The training has been designed to not only support the delivery of the BFSC but also to upskill operational staff in their fire protection knowledge of the evolving built environment, a national area of need identified throughout the Grenfell Tower Enquiry.

Legislation Changes Update

LFRS awaits the regulatory powers from the implementation of the Fire Safety Act 2021 which is expected imminently. The Fire Safety Act 2021 will expand the scope of the existing Fire Safety Order (FSO) to clarify that where a building contains 2 or more sets of domestic premises, the FSO applies to:

- The building's structure and external walls (including windows, balconies, cladding, insulation, and fixings) and any common parts
- All doors between domestic premises and common parts such as flat entrance doors (or any other relevant door)

In addition to the Fire Safety Act changes, Fire and Rescue Services are informed by the NFCC Protection Policy Reform unit that Parliament are also shortly due to consider the addition of eight new Regulations to Article 24 of the Fire Safety Order resulting from the Grenfell Tower Inquiry Part I recommendations. Indications are the Regulations could potentially come into force as early as April 2022 however this may move depending on the parliamentary process. The regulations will include the need for Responsible Persons (for varying heights of residential premises) to:

- Provide Floor Plans to FRS' electronically
- Provide Information Boxes containing building & emergency plan information
- Have, and provide to FRS', external wall construction information
- Notify FRS' if firefighting lifts/equipment is unavailable for more than 24 hours

- Undertake fire door checks on common areas and apartment entrance doors
- Provide fire fighter's way finding signage
- Provide FRSs with current evacuation plans
- Provide residents with relevant fire safety information regularly.

In preparation for enablement, LFRS is working to develop information, ICT functionality and processes to ensure a smooth transition and support business.

The Protection Support Team have written to all premises likely to be impacted by the changes to raise awareness and help them to prepare. This process is being supported by ongoing amendments to LFRS' website:

<https://www.lancsfirerescue.org.uk/safety/business-safety/multi-occupancy-and-high-rise-buildings/>

The Building Safety Bill underwent its third reading in the House of Lords on the 31st March. Given its importance and potential impact, the Bill continues to evolve significantly through the amendments process. Recently the need for the Accountable Person to appoint a Building Safety Manager has been removed due to the costs which would be passed on to leaseholders (although the Accountable Person still has to manage their buildings effectively).

Department Structure

Over the coming months the fire safety department will undergo changes in structure to support the evolving legislation and the developing built environment. The first stage will see the appointment of new Fire Safety Managers (FSM) to lead area based teams along with a new Built Environment and Ops Liaison Manager. The changes will ensure Protection staff are trained and developed in a manner that aligns with the NFCC competency framework for regulators and will provide increasingly close connections between Fire Protection work and Operational Preparedness and Response.

ARSON RISK REDUCTION

ARSON RISK REDUCTION

R v Ivanka VELIKOVA

Basnett St Burnley BB10 3ET

INCIDENT – 2109004387

Date and Time of call – 11/09/2021 17:05

This incident involved a first-floor bedroom of a semi-detached house. The defendant, the occupier at the time, admitted deliberately setting fire to a bed. The fire caused severe damage to the first-floor bedroom and contents, and light damage by smoke to the remainder of the first floor.

The defendant pleaded guilty to arson and received a prison sentence of 3 years and 4 months.

R v Michael PINDER

Westgate, Burnley BB11 1RT

INCIDENT – 2007003632

Date and Time of call – 12/07/2020 10:59

This incident involved the deliberate ignition of a duvet on a sofa in a first floor flat by the occupier. The fire was found to have been extinguished prior to the arrival of the fire service. The fire caused severe damage to the sofa and moderate damage by smoke to the remainder of the flat.

The defendant pleaded guilty to arson being reckless and received a prison sentence of 4 years and 6 months with a 5-year extended licence period.

R v Lisa HARTLEY

St Marys Close Blackburn

INCIDENT – 2006007757

Date and Time of call – 21/06/2020 17:38

This incident involved the deliberate ignition of a tea towel in the hallway of a ground floor flat. The fire caused moderate damage by heat to a door and light damage by smoke to the remainder of the flat. Following a precautionary check up at hospital the occupier was arrested and charged for arson with intent to endanger life.

The defendant pleaded guilty to arson being reckless and was sentenced to 12 months in prison.

R v Joe Robert HOWARTH

Raikes Wood Close, Barnoldswick

INCIDENT – 2012001370

Date and Time of call – 06/12/2020 03:34

This incident was a special service call involving fuel which had been poured through the front door letterbox of a domestic property. Upon arrival of the fire service there was a strong smell of fuel inside the property.

The defendant pleaded guilty to reckless arson and received a 12 month suspended sentence.

Two youths under the age of 18

High Street, Skelmersdale - Former Co-op Bank offices

INCIDENT – 2009005064

Date and Time of call – 15/09/2020 19:40

This was a six-pump incident involving the unoccupied former Co-op Bank office building. Upon arrival of the fire service the fire was found to be well established with the upper floors well alight. Operation Merlin, the multi-agency plan to mitigate hazards to the community and environment, was declared due to the large smoke plume and confirmation of asbestos within the building. The incident lasted 36 hours, causing severe damage to the entire building which was subsequently demolished.

Police prepared a file for the CPS to determine whether to charge two youths in connection with the incident. A decision was made to issue each of the youths with a youth conditional caution.

Business Risk

Moderate – Members to be aware of prosecutions related to fire safety activity and/or arson within Lancashire to satisfy themselves that appropriate measures are being taken, in conjunction with other agencies, to mitigate further risk within the built environment and Lancashire's communities.

Environmental Impact

None

Equality and Diversity Implications

None

HR Implications

None

Financial Implications

None

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate:

Lancashire Combined Fire Authority

Meeting to be held on 25 April 2022

Operational Incidents of Interest

Contact for further information:

Assistant Chief Fire Officer Jon Charters, Director of Service Delivery

Tel: 01772 866801

Executive summary and recommendations

Executive Summary

The report provides Members with information relating to operational incidents of note since the last report to the Authority.

Recommendation

The Authority is asked to note the report.

Information

The report provides Members with information relating to operational incidents of note over the period from 1 February 2022 – 31 March 2022.

The following summarises the incidents with further detail provided over the following pages:

- Commercial building fire in Fleetwood attended by 6 fire engines.
- Large agricultural fire in Hornby attended by 4 fire engines.
- Fire at waste recycling site in Skelmersdale attended by 6 fire engines.
- Fatal road traffic collision in Chorley.
- Fatal house fire in Whalley attended by 6 fire engines.
- Lorry fire closes the M6 near Charnock Richards for several hours.
- Crews respond to person on fire in Blackpool.
- Five fire engines attend a derelict barn fire in Sawley, Ribble Valley.
- Major gas leak causes disruption on the Promenade, Blackpool.
- Two people rescued from a house fire in Poulton.
- Eight fire engines and specialist vehicles tackle a wild fire in Rossendale.

District council area:	Wyre
LFRS area:	N32 Fleetwood
Date:	12/03/2022
Time:	16:10

A call was received to a commercial building fire on Sidings Road in Fleetwood. Four fire engines, along with a Station Manager were mobilised from Fleetwood, Bispham and Blackpool, with the first arriving in 3 minutes. An Aerial Ladder Platform was requested and soon after an additional 2 fire engines, which came from St Anne's and Fulwood.

The incident involved 5 adjoined industrial units approximately 30m x 50m in size. Firefighters wearing breathing apparatus attacked the fire with firefighting hoses and gained access with a petrol-powered circular saw. Crews also utilised the water tower from the Aerial Ladder Platform and the services Drone to provide an aerial overview. Fire crews were in attendance for 8 hours. The cause of the fire is yet to be established, but it is not believed to have been deliberate.

District council area:	Lancaster
LFRS area:	N16 Hornby
Date:	12/03/2022
Time:	01:39

Lancashire Fire and Rescue Service (LFRS) was called to a fire at a farm on Roeburndale Road in Littledale. Fire engines were mobilised from Lancaster and Hornby, who quickly asked for a further 2 fire engines which came from Carnforth and Morecambe, along with a Station Manager.

The fire involved 50 tonnes of hay and stocks of milk powder within an agricultural building. Firefighters wearing breathing apparatus and utilising firefighter water jets tackled the fire and evacuated livestock from the building.

Farm machinery was used to move the burning hay out of the building. Water run off was contained where possible, due to the risk of the milk powder affecting nearby water courses.

Crews were on scene for over 6 hours. The cause of the fire was believed to be accidental.

District council area:	West Lancashire
LFRS area:	S56 Skelmersdale
Date:	14/03/2022
Time:	11:20

Fire engines from Ormskirk, Skelmersdale, a Station Manager and 2 fire engines from Greater Manchester FRS were mobilised to a commercial fire on Stanley Industrial Estate in Skelmersdale. A short time later a further 2 fire engines were requested, which also came from Greater Manchester FRS. The incident was also attended by the Incident Command Unit from Fulwood.

The fire involved a quantity of household waste on fire within a 60m x 20m industrial unit. Firefighters wearing Breathing Apparatus utilised firefighting hoses to extinguish the fire, whilst minimising risk to the environment from water run-off.

Crews were in attendance for approximately 3 hours. The fire is believed to have been accidental ignition.

District council area:	Chorley
LFRS area:	S54 Chorley
Date:	15/03/2022
Time:	19:56

Fire engines from Chorley and Leyland were mobilised to a road traffic collision on Runshaw Hall Lane, where there were reports of a casualty being trapped. The first crews arrived in approximately 4 minutes to find a single vehicle which had been in a collision with a tree. The driver was significantly trapped, with two passengers out of the car on arrival, who had serious injuries. Unfortunately the person who was trapped was declared deceased at the scene. Fire crews assisted ambulance staff with the treatment of the other 2 casualties. The Group Manager in attendance was assisting police with their investigation. It was decided that the fire engines would be released and called back later in the evening to extricate the casualty, following investigation. Crews used hydraulic cutting equipment and lighting and were involved for approximately 6 hours in total.

District council area:	Ribble Valley
LFRS area:	E72 Great Harwood
Date:	08/03/2022
Time:	06:53

A call was received to a house fire on Queens Street Whalley, where it was believed there may be a resident inside. Three fire engines from Haslingden, Great Harwood and Padiham were mobilised, along with an Aerial Ladder Platform from Hyndburn. These crews were supported by a Station Manager and Group Manager. A short time later an additional 2 fire engines were requested from Blackburn and the Incident Command Unit from Fulwood.

The fire involved the upper floor and roof of one property, which had spread to the roofs of a further 3 houses. A further 2 properties were damaged by firefighting water. Over 50% of the house where the fire started was destroyed by fire. Several residents were evacuated from the neighbouring houses and were offered welfare facilities at the village hall.

Firefighters wearing breathing apparatus tackled the fire with several firefighting water jets and the water monitor from the Aerial Ladder Platform. The Service's drone was utilised to assist with aerial footage for the investigation.

Unfortunately the occupant of the house where the fire started was located and confirmed deceased. The investigation is ongoing into the cause of the fire. Fire crews were in attendance for over 4 days.

District council area:	Chorley
LFRS area:	S54 Chorley
Date:	21/02/2022
Time:	04:51

Strong winds had reportedly caused a heavy goods vehicle to swerve, hitting a bridge stanchion in the process. This caused the tractor unit to catch fire and spread to the trailer which was full of household furniture. Luckily the driver was able to self-extricate and was taken to hospital by the attending Ambulance.

Fire Engines from Chorley, Bamber Bridge and Greater Manchester attended, along with the water bowser from Leyland. A Station Manager was also sent in support. Firefighter wearing breathing apparatus tackled the fire with firefighting water jets. At the height of the fire, the M6 was closed in both directions, causing a significant impact to the local infrastructure. As soon as the fire was extinguished there was a multi-agency agreement to open the southbound carriageway. Fire crews then assisted other agencies to clear the north bound carriageway so that it could be reopened as soon as possible.

In total 25,000 litres of water were used on the fire making the new water bowser invaluable at this incident. The north bound carriageway remained closed for several hours for repair and resurfacing work.

LFRS staff were in attendance for approximately 7 hours.

District council area:	Blackpool
LFRS area:	W31 Bispham
Date:	22/02/2022
Time:	10:26

Two fire engines, one from Bispham and one from Blackpool, attended Devonshire Road to reports of a male on fire. On arrival members of the public had extinguished the flames, so fire crews assisted with the immediate first aid of the casualty.

Crews were in contact with the ambulance service advisor within their control centre and did everything they could to provide treatment to a badly burnt male. Specialist medics arrived along with the air ambulance.

The casualty was taken to Wythenshawe Hospital and was in a critical condition and unfortunately passed away several days later.

The cause was recorded as self-inflicted.

District council area:	Ribble Valley
LFRS area:	E91 Clitheroe
Date:	25/02/2022
Time:	11:09

Five fire engines and a Water Bowser from Clitheroe, Great Harwood, Hyndburn, Nelson and Leyland attended an incident on Sawley Road, Sawley. The incident involved an outbuilding approximately 50m x 10m in size.

One casualty suffered burns and was treated at the scene by fire personnel. Firefighters wore breathing apparatus and used three firefighting water jets and two light portable pumps to extinguish the fire. Crews were detained for several hours.

The cause of the fire was recorded as accidental, with embers blowing from a nearby fire.

District council area:	Blackpool
LFRS area:	W37 Southshore
Date:	01/02/2022
Time:	15:15

Two fire engines from Blackpool and South Shore, along with station managers were sent to reports of a gas leak on the promenade, Blackpool.

On arrival fire crews were faced with a major gas leak from a fractured pipe within the basement of a 3-storey building. To ensure public safety, police and fire service

created a cordon and requested that the promenade was closed, including access to traffic and the tram line.

Fire service staff ventilated the property, reducing the risk of explosion until arrival of Electricity Northwest and Cadent Gas.

The surrounding area was shut off for over 4 hours, causing a major disruption in the area. The scene was brought to a safe conclusion after the utilities were isolated.

District council area:	West Lancashire
LFRS area:	S58 Tarleton
Date:	03/03/2022
Time:	11:18

Four fire engines from Tarleton, Penwortham, Ormskirk and Leyland, together with an aerial ladder platform from Preston, attended a domestic building fire on Langdale Avenue, Hesketh Bank. The incident involved the roof of a domestic property.

Firefighters used four breathing apparatus, two firefighting water jets and two positive pressure ventilation units to extinguish the fire.

Crews remained in attendance for approximately four hours. The cause of the fire was recorded as accidental.

District council area:	Wyre
LFRS area:	W31 Bispham
Date:	02/02/2022
Time:	07:32

Three fire engines from Blackpool and Bispham were mobilised to a house fire with people trapped. At the time of the call, the teenage occupants had climbed out onto the roof of the property to escape the smoke.

The first fire engine arrived in 9 minutes. Fire crews wearing breathing apparatus tackled the fire with firefighting water jets. Ladders were used to rescue the occupants from the roof of the property. A dog and cat were also rescued.

The occupants were taken to hospital for a precautionary check-up. The fire is believed to be accidental and involved a cooking appliance. Crews were in attendance for 5 hours.

District council area:	Rosendale
LFRS area:	P73 Bacup
Date:	20/03/2022
Time:	14:58

A call was received from a member of public, stating that they could see a moorland fire above Lee Quarry in Stacksteads. This was backed up by additional calls giving similar locations on the moorland between Bacup, Edenfield and Whitworth.

Fire crews from Rawtenstall and Burnley were mobilised, along with the burns team from Bacup. A station manager and wildfire tactical advisor also made up this initial response. A short time later a request was made for more resources. Six fire engines attended from Greater Manchester FRS, one from West Yorkshire FRS and Hyndburn. This attendance was supported by LFRS specialist wildfire vehicles, the incident command unit and drone team. A 13000l water bowser was also requested from an external contractor.

The fire was attacked around the area of Rooley Moor Road. There were 2 fire fronts involved, one approximately 1km in length and the second approximately ¾ km in length. Crews used hagglund and argocat off road vehicles to apply fogging water systems to extinguish the fire.

Fire crews were in attendance for over 5 hours. The cause of the fire has not been established.

Business Risk

None

Environmental Impact

Potential impact on local environment in relation to operational incidents. Significant incidents benefit from the attendance of specialist water tower resources (Stingers) which make a positive impact on firefighting operations and ultimately reduce the environmental impact.

Equality and Diversity Implications

None

HR Implications

None

Financial Implications

None

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate:

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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