

Public Document Pack

Lancashire Combined Fire Authority

Monday, 3 October 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.

Conservative Group – Pendle Room
Labour Group – Lancaster House 4

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.	<u>CHAIR'S WELCOME AND INTRODUCTION</u> Standing item.
2.	<u>APOLOGIES FOR ABSENCE</u>
3.	<u>DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS</u> 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.	<u>MINUTES OF PREVIOUS MEETING (Pages 1 - 14)</u>
5.	<u>MINUTES OF MEETING WEDNESDAY, 29 JUNE 2022 OF PERFORMANCE COMMITTEE (Pages 15 - 48)</u>
6.	<u>MINUTES OF MEETING TUESDAY, 5 JULY 2022 OF AUDIT COMMITTEE (Pages 49 - 58)</u>
7.	<u>MINUTES OF MEETING WEDNESDAY, 6 JULY 2022 OF RESOURCES COMMITTEE (Pages 59 - 74)</u>

8.	<u>MINUTES OF MEETING MONDAY, 11 JULY 2022 OF STRATEGY GROUP</u> (Pages 75 - 78)
9.	<u>MINUTES OF MEETING MONDAY, 18 JULY 2022 OF PLANNING COMMITTEE</u> (Pages 79 - 92)
10.	<u>MINUTES OF MEETING WEDNESDAY, 14 SEPTEMBER 2022 OF PERFORMANCE COMMITTEE</u> (Pages 93 - 116)
11.	<u>PROPOSED AMENDMENT TO RESOURCES COMMITTEE TERMS OF REFERENCE</u> (Pages 117 - 120)
12.	<u>REPORTS FROM MEMBERS ON OUTSIDE BODIES</u> (Pages 121 - 128) Standing item.
13.	<u>HIS MAJESTY'S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES - INSPECTION REPORT</u> (Pages 129 - 130)
14.	<u>MEMBERS' ALLOWANCE SCHEME INDICES</u> (Pages 131 - 134)
15.	<u>MEMBER CHAMPION ACTIVITY REPORT</u> (Pages 135 - 140)
16.	<u>FIRE PROTECTION REPORT</u> (Pages 141 - 146)
17.	<u>OPERATIONAL INCIDENTS OF INTEREST</u> (Pages 147 - 152)
18.	<u>MEMBER COMPLAINTS</u> Standing item.
19.	<u>DATE OF NEXT MEETING</u> The next meeting of the Authority will be held on <u>Monday 19 December 2022</u> at 10:00 hours at Washington Hall Training Centre, Euxton.
20.	<u>URGENT BUSINESS</u> 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.
21.	<u>EXCLUSION OF PRESS AND PUBLIC</u> 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.

<u>PART 2</u>	
22.	<u>REPORT ON TRANSACTION OF URGENT BUSINESS</u> (Pages 153 - 154) (Paragraph 2)
23.	<u>BUSINESS CONTINUITY</u> (Pages 155 - 158) (Paragraphs 3 and 4)
24.	<u>RE-APPOINTMENT OF CLERK AND MONITORING OFFICER</u> (Paragraphs 1 and 2) Verbal report.
25.	<u>URGENT BUSINESS (PART 2)</u> 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.

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LANCASHIRE COMBINED FIRE AUTHORITY

Monday, 27 June 2022 at 10.00 am in Washington Hall, Service Training Centre, Euxton

MINUTES

PRESENT:

D O'Toole (Chair)

Councillors

J Shedwick (Vice-Chair)

L Beavers

S Clarke

N Hennessy

D Howarth

J Hugo

F Jackson

A Kay

H Khan

Z Khan

J Mein

S Morris

M Pattison

J Rigby

P Rigby

S Rigby

S Serridge

J Singleton

D Smith

A Sutcliffe

T Williams

R Woollam

B Yates

1/22 APPOINTMENT OF CHAIR

The Clerk invited nominations for the appointment of Chair for 2022/23. County Councillor John Singleton proposed County Councillor O'Toole which was seconded by County Councillor Ron Woollam. No further nominations were received. The Clerk held a vote. All 24 Members present voted in favour.

The motion was therefore CARRIED and it was:

RESOLVED: - That County Councillor O'Toole be appointed Chair of the Combined Fire Authority (CFA) for 2022/23.

2/22 APPOINTMENT OF VICE-CHAIR

The Chair invited nominations for the appointment of Vice-Chair. Councillor Tony Williams proposed County Councillor John Shedwick which was seconded by County Councillor Ash Sutcliffe. No further nominations were received. The Clerk held a vote. All 24 Members present voted in favour.

The motion was therefore CARRIED and it was:

RESOLVED: - That County Councillor Shedwick be appointed Vice-Chairman of the Combined Fire Authority (CFA) for 2022/23.

3/22

CHAIRS WELCOME AND INTRODUCTION

The Chair expressed gratitude for the contributions to the work of the Authority made by County Councillors Peter Britcliffe, Keith Iddon and Ged Mirfin who had left the Authority. He also welcomed new Members County Councillors Steve Rigby, Ash Sutcliffe and Barrie Yates to the Combined Fire Authority.

The Chair informed Members of the Service's support to Ukraine. The Service had donated 4 pallets of equipment and 2 ready to use fire engines to firefighters on the frontline in Ukraine. Working with UK charity, FIRE AID and the National Fire Chiefs Council, the Service had donated PPE, including helmets, boots, tunics, protective suits, defibrillators, hoses and other firefighting equipment. The kit had been delivered by two members of staff, Adam Flynn and Paul Rigden, who had driven over to Poland twice, in convoy, with other UK fire and rescue services. The Authority expressed support to all involved in this terrible humanitarian crisis. The Authority agreed to write to Adam Flynn and Paul Rigden to show appreciation for this work.

On behalf of the Authority the Chair congratulated Tim Murrell who had been awarded a Queen's Fire Service Medal (QFSM) in the Queen's Birthday Honours List for his work for Lancashire Fire and Rescue Service.

The Chair took the opportunity to encourage all Members to attend the Strategy Day.

County Councillor Nikki Hennessy congratulated the Chair and Vice-Chair on their appointments and echoed the Chair's welcome to new Members, the humanitarian support given to Ukraine and in the award of the QFSM to Tim Murrell. In addition, she advised that Councillor Zamir Khan had also been recognised in the Queen's Birthday Honours List having received an MBE for his services to the community, which the Authority commended.

4/22

COMPOSITION OF THE COMBINED FIRE AUTHORITY

County Councillor Hennessy commented that representation on the Authority was an opportunity for home authorities to demonstrate equality of opportunity for female councillors. County Councillor O'Toole, in reply stressed that he had made concerted efforts to include better female representation within his administration and any current imbalance of gender was not as a result of neglect of his obligations of equality.

RESOLVED: - That the Composition approved by the 3 Constituent Authorities for 2022/23 for the Combined Fire Authority be noted and endorsed, and the new Members appointed by Lancashire County Council to serve on the CFA for 2022/23 be welcomed.

5/22 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor M Dad.

6/22 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

7/22 APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES

The Chair, County Councillor O'Toole presented the proposed Chairs and Vice-Chairs for the Authority's Committees and Working Groups.

RESOLVED: -

(1) That in accordance with Standing Order 5.1(b) of the Authority, the following Members be appointed as Chairs and Vice-Chairs of Committees and Working Groups of the CFA for 2022/23:

Appeals Committee	Chair Vice-Chair	Councillor J Rigby County Councillor M Pattison
Audit Committee	Chair Vice-Chair	County Councillor J Shedwick County Councillor N Hennessy
Performance Committee	Chair Vice-Chair	County Councillor R Woollam County Councillor P Rigby
Planning Committee	Chair Vice-Chair	County Councillor S Clarke County Councillor J Singleton
Resources Committee	Chair Vice-Chair	Councillor T Williams County Councillor D O'Toole
Member Training & Development Working Group	Chair Vice-Chair	County Councillor S Morris Councillor D Smith
Resources Sub-Committee for Injury Pensions	Chair	County Councillor S Serridge
Service HQ Relocation Working Group	Chair	County Councillor D O'Toole

(2) That the Authority confirmed appointment of the following four Member Champions for 2022/23 as:-

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

8/22

REPRESENTATION ON OUTSIDE BODIES

The Authority was requested to determine its representation on outside bodies for the 2022/23 municipal year.

For the benefit of new Members, the Chair provided an overview and background to the formation and constitution of the North West Fire Control Centre.

He advised that the Deputy Mayor of Greater Manchester had written to the Chairs of other constituent Fire Authorities (Cumbria, Cheshire and Lancashire) advising of their intent to consider alternative options for control room facilities; the implications of which were being considered by the North West Fire Control Board of Directors.

RESOLVED:-

- i) That County Councillor D O'Toole, Chair of the Authority be authorised to cast the Authority's vote at the LGA Annual General Assembly;
- ii) That County Councillors D O'Toole and J Shedwick (as Chair and Vice-Chair of the Authority) be appointed to the Local Government Association Fire Commission;
- iii) That County Councillor D O'Toole, Chair of the Authority can authorise additional representation(s) to either the LGA Fire Commission or the Fire Services Management Committee as appropriate;
- iv) That 2 members of the Conservative Group and 1 member of the Labour Group (County Councillors D O'Toole, J Shedwick and N Hennessy as Chair, Vice-Chair and main Opposition Spokesperson) be appointed to serve as representatives on the North West Fire Forum for 2022/23;
- v) That County Councillors D O'Toole and J Shedwick (as Chair and Vice-Chair of the Authority) be appointed as North West Fire Control Directors for 2022/23.

9/22

MINUTES OF PREVIOUS MEETING

The Chair requested that new Members receive a copy of the Annual Service Plan.

RESOLVED: - That the Minutes of the CFA held on 21 February 2022 be confirmed and signed by the Chairman.

10/22

PROGRAMME OF MEETINGS FOR 2022/23 AND 2023/24

RESOLVED: - That the proposed programme of meetings for the Combined Fire Authority for 2023/24 be agreed as: -

20 February 2023 (Budget setting meeting)

24 April 2023

26 June 2023 (Annual meeting)

18 September 2023

18 December 2023

19 February 2024 (Budget setting meeting)

11/22 MINUTES OF MEETING THURSDAY, 28 APRIL 2022 OF MEMBER TRAINING & DEVELOPMENT WORKING GROUP

The Working Group Chairman, CC Morris drew Members' attention to the first paragraph on page 20 of the agenda pack where the potential to experience elements of the fire training had been discussed in order to assist Member understanding of the firefighter role. It had been acknowledged that this may not be feasible however, it was recognised that practical demonstrations pre-covid may now be reinstated with Members also able to meet with Service personnel to explain the work of the Service in detail.

RESOLVED: - That the proceedings of the Member Training and Development Working Group held on 28 April 2022 be noted and endorsed.

12/22 REFORMING OUR FIRE AND RESCUE SERVICE WHITE PAPER

The Chief Fire Officer advised that the long awaited Home Office publication "Reforming Our Fire and Rescue Service" White Paper had been published for consultation from 18 May 2022 to 26 July 2022.

The Chief Fire Officer advised that following discussions with the Chair and Vice-Chair he would be drawing together a draft response on behalf of the Authority. To inform the response, this would be discussed at the forthcoming Strategy Day. It was acknowledged there was potential for additional political group and individual responses and he confirmed that the Service would be submitting a separate response.

For the benefit of new Members, it was noted that several years ago the then Police and Crime Commissioner considered options for taking over the responsibilities of fire governance and after consideration had decided not to proceed at that time. The Fire Authority remained resolute that the current governance arrangements represented the best for Lancashire, evidenced by an excellent Fire and Rescue Service.

RESOLVED: - That the Chief Fire Officer would compose and submit responses on behalf of the Authority and Service.

13/22 ANNUAL HEALTH, SAFETY AND ENVIRONMENT REPORT

The Authority considered the Annual Safety, Health and Environment Report for Lancashire Fire and Rescue Service covering the period 1 April 2021 to 31 March 2022.

As the body with ultimate responsibility for staff health, safety and environmental compliance it was important that all CFA Members were aware of performance in this respect. The report therefore provided a summary of key actions, overall progress and outturn performance in respect of accidents and near misses and carbon emissions, together with a look forward.

The report summarised the arrangements in place to deliver the Service's Safety, Health and Environment Policy and provided a summary of safety, health and environment performance data. It included the reporting on occupational safety, health and environmental issues that had arisen during the period 1 April 2021 to 31 March 2022.

External Audit

Since initial certification in November 2011 surveillance visits had been conducted annually with re-certification every 3 years to maintain external certification of the Health and Safety and Environment Management Systems. In March 2022 the auditor from British Assessment Bureau carried out a surveillance audit against health and safety standard ISO 45001:2018 and environment ISO 14001:2015. The scope for both standards was 'The Provision of Fire, Rescue and Supporting Services across Lancashire'. This broad scope encompassed all Service activities with audit visits to 5 fire stations that operated different duty systems and to a number of supporting departments. Continued certification was granted without any non-conformance and 1 opportunity for improvement was identified. The report included examples of improvements carried out during 2021/22.

Health and Safety Performance

During 2021/22 there were 85 accidents, 94 near misses and 14 RIDDOR events. The report provided a summary of the total accident and ill-health statistics for 2021/22. Comparison against the previous 7 year's performance data showed an overall downward trend from absence following work related injury/illness however the figures reported in 2018/19, 2020/21 and 2021/22 had seen a smaller number of staff away from work for long term absence which related to safety events which had impacted the overall performance.

Health and Wellbeing

During 2021/22 the focus for health and wellbeing had continued to be supporting staff, colleagues, families, and friends in response to the Covid-19 pandemic. A range of material, as outlined in the report had continued to be developed and a new support resource, Wellbeing Support Dogs was introduced.

Firefighter PPE Contamination

The Fire Brigades Union commissioned the University of Central Lancashire to undertake UK specific research on the risk to firefighters of carcinogens and other contaminants. Following publication of the 'Minimising firefighters' exposure to toxic fire effluents – interim best practice report' during 2021 a full gap analysis had been undertaken which looked at the report recommendations to identify any areas for improvement. An action plan had been established which would be monitored by the Service's Health, Safety and Environment Advisory Group.

Environmental Performance

The Service continued to support the Firefighters Charity with 18 fire stations currently having recycling banks on site. In 2020/21 the banks collected over 82 tonnes of textiles.

The total waste created in 2021/22 was 102.2 tonnes a decrease from 113.4 tonnes in 2020/21. General waste reduced by 16.5% and dry mixed recyclable waste by 8.3%. 26 sites saw a decrease in general waste. Only 2 stations had a recycling rate below 20%.

The updated Carbon Management Plan agreed by the Resources Committee in September 2020 included a target of 40% carbon emission reduction by March 2030 from a baseline of 4352 tonnes of CO² in 2007/08. The Service had achieved an overall reduction of 24.9% by March 2021.

A look ahead to 2022/23

The report also detailed key safety, health and environmental priorities for 2022/23 which included: reducing accidents and related sickness absence; improving risk assessments and operating procedures following publication of national guidance and legislative change; maintaining certified standards; embedding safety, health and environment through continued training and interaction with staff; engaging champions to assist in reducing carbon emissions, reduce waste collected and increase recycling; continue to deliver programmes of support to engage staff in maintaining fitness, reducing injury and absence; review impacts of climate change; evaluation management of PPE contaminants against further guidance and best practice to manage the developing risk; develop next generation fire appliances to incorporate design features to minimise risks from fire contaminants and carry out a compliance assessment against ISO 45003:2021 occupational health and safety management – psychological health and safety at work.

In response to a question from Councillor Smith regarding vehicle accidents (as detailed on page 38 of the agenda pack) the Director of People and Development confirmed that the Road Risk Review Panel had met under the leadership of Area Manager Tony Crook who was also the road safety lead officer for the National Fire Chiefs Council.

In response to a question from County Councillor Clarke regarding the 6.9% increase in fuel costs (as detailed on page 43 of the agenda pack) the Director of People and Development confirmed that this was mainly due to greater activity following covid. The Deputy Chief Fire Officer added that the Service had also invested in a number of electric vehicles as a pilot which would be monitored and assessed. He advised that nationally there was now an electric fire appliance but this required a lot of development before it would be considered a replacement vehicle.

In response to a question raised by County Councillor Hennessy regarding how health and wellbeing outcomes were measured, the Director of People and Development confirmed that anonymised information was received bi-annually on the support provided by the Employee Assistance Programme and Lancashire's

use of this service could be compared against other Services. The Service welcomed feedback from staff through a wellbeing talk. The wellbeing dogs had been introduced recently which anecdotally was being well received and this would be reviewed after 6 months. Feedback was also received from the occupational health unit. Ongoing training was provided to staff such as Trauma Risk Management (TRiM) practitioners to ensure they remained effective.

County Councillor Singleton queried whether there had been any CCTV evidence which had resulted in a prosecution. In response, the Director of People and Development confirmed that any time there was a physical assault on a member of staff it was reported to the constabulary. The Deputy Chief Fire Officer added that the Authority had approved investment in CCTV for fire appliances primarily in stations suffering lots of minor bumps to evidence procedures were being followed however, it could be used if it captured evidence of physical assaults on staff.

RESOLVED: - That the Authority noted and endorsed the report and associated safety, health and environment performance outcomes.

14/22

POLICY ON DEALING WITH HABITUAL AND VEXATIOUS COMPLAINTS - ANNUAL UPDATE

At its meeting held 20 June 2016 the Authority adopted a formal Policy on Dealing with Habitual and Vexatious Complaints (resolution 13/16 refers) which was fair and proportionate, yet which did not prevent genuine complaints from being properly investigated and fair and equitable outcomes promulgated.

On an annual basis the Clerk and Chief Fire Officer reviewed the status of complainants judged to be unreasonably persistent or vexatious and reported this to the Authority. In addition, each year the Clerk reviewed the Policy, as now presented. This year's review concluded that the effectiveness of the Policy was demonstrable, accordingly the Policy remained appropriate, proportionate and effective to the needs of Members, Officers and staff.

During the previous 12 months there had been no complainants judged to be unreasonably persistent or vexatious.

RESOLVED: - That the report be noted and endorsed.

15/22

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 – 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 June 2022. During this period all had undertaken their respective role in accordance with the defined terms of reference.

Member Champions presented their sections of the report for noting.

County Councillor Woollam highlighted the positive impact of social media on the take up of the biker down course, adding a request to use social media more broadly and with support from Members of the Authority to promote this excellent work.

County Councillor Kay added to her report that the Service wellness events calendar had recently included a loneliness week social quiz which she had attended and enjoyed. She advised that monthly events were well planned and Members would be welcome to attend.

The Assistant Chief Fire Officer advised that County Councillor Kay had mentioned at the previous meeting the work she was doing work in Wyre with local schools in relation to climate change which could potentially assist the Service shape thinking in how it responded to climate change in future years. Having attended an event co-ordinated with the Station Manager at Fleetwood Fire Station, County Councillor Kay had invited pupils from Cardinal Allen Catholic High School, Fleetwood to give a short presentation to the Authority.

Verity Gray, Archie Horabin, Ava Jones and Daniel Lowe presented their energy saving thoughts for the future which included: better insulation in all public buildings; better public transport systems; the planting of more trees in parks; grants for land owners; campaigns on busses; switching lights off; insulation in houses; encouragement of the bee population and a big wind turbine on the school field.

The Authority thanked and applauded the pupils for their presentation.

In response to a question raised by County Councillor Hennessy on what district councillors could do to assist schools to promote the issues of climate change, Ava Gray responded that of benefit would be more press coverage on what's happening locally and the encouragement of people to use the ideas listed in their daily lives. County Councillor Hennessy therefore asked that the PowerPoint presentation be sent to Members in a format that could be used on social media for Members to promote more widely.

County Councillor Kay thanked Mr Harding, Community Co-ordinator and the pupils for attending given the school had closed and some roads were closed due to flooding in Fleetwood that morning.

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

The report summarised Lancashire Fire and Rescue Service (LFRS) prosecutions pertaining to fire safety offences and set out convictions resulting from arson 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 and how the Service was developing and adapting both its services and workforce to ensure it kept pace with the changes to keep public and firefighters safe in the built environment.

In relation to the business fire safety check process (as detailed on page 60 of the agenda pack) the Assistant Chief Fire Officer informed Members that the Service had innovatively developed in-house a fully digitised process which enabled staff to use an app on their tablet device while on a fire safety visit. This followed an outcome from the Grenfell Tower fire to make every visit count. Rather than responsibility for inspection of commercial premises to be solely with fire safety inspectors, this process moved operational crews back to this environment. Staff who undertook a business fire safety check would be trained and equipped to identify and flag deficiencies in buildings and work alongside the responsible person to resolve them. This innovation supported risk reduction work and increased capacity to visit the many non-domestic premises in Lancashire. In addition, it had been recognised as sector leading having recently been shared with the National Fire Chiefs Council and with other Fire Services across the country.

The Assistant Chief Fire Officer advised that the detailed changes from the Fire Safety (England) Regulations coming into force in January 2023 were set out on pages 61 and 62 of the agenda pack. He highlighted that the Regulations placed significantly more responsibility on the person responsible for those premises (ie: owner, manager, managing agent). He advised Members that the Service had in place a number of projects to extensively prepare and respond to those changes.

The Vice-Chair found the report interesting particularly the risk reduction work and the impact on responsibility for responsible persons. He drew Members attention to 2 of the arson conviction prison sentences which were 8 years and 4 months and 3 years and commended officers who dealt with those cases.

In relation to the business fire safety checks, County Councillor Hennessy queried whether more information could be provided to Members on the detail of these checks at a future Strategy Day.

In response to a question raised by County Councillor O'Toole in relation to the arson conviction in Cleveleys (as detailed on page 63 of the agenda pack) the Assistant Chief Fire Officer advised that incidents of this nature were subject to a full forensic level fire investigation involving the Service, Police and other agencies as appropriate, part of which considered the history around the occupants and any vulnerabilities the occupants may have. Post-incident the Service undertook a Home Fire Safety Check which included signposting individuals to other support services as required. There were a number of societal

and personal factors for consideration in these types of incident and the aim was to tailor services to best support those individuals and reduce risk in the future.

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

17/22

OPERATIONAL INCIDENTS OF INTEREST

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

The Assistant Chief Fire Officer advised Members there were a number of incidents in the report that were subject to ongoing investigations.

In relation to the incident at Recycling Lives in Preston (as detailed on page 67 of the report) County Councillor Woollam queried whether car batteries were involved (as per a previous recent fire on that site) and if so, what measures they were taking to limit this type of incident happening again. The Assistant Chief Fire Officer advised that the Service worked very closely with some of the waste recycling sites across Lancashire (including Recycling Lives) to ensure their preparedness was appropriate; given there were complex processes on site and with the emergence of new risks such as the use of lithium-ion batteries in vehicles.

The Assistant Chief Fire Officer advised that pages 69-70 of the agenda pack highlighted some of the ongoing challenges the Service faced around vacant and derelict buildings across the county. He advised that the Service was seeing an upward trend in incidents in these types of buildings. The Service had therefore worked extensively with Local Authorities and partners across the county to identify hazards and reduce risks.

The Assistant Chief Fire Officer introduced Group Manager Tom Powell who had attended to provide a short presentation on a large fire which had occurred on Church Street, Preston on 19 May 2022 at the former Odeon site (more recently the Evoque nightclub) which was a sizeable incident that ran for a number of days. This was a complex incident because of the condition of the building and reports at an early stage there was potential for people to be inside.

The presentation gave an overview of the incident. Hazards included: an unstable structure, large smoke plume, asbestos suspected, difficult access (due to the proximity of other buildings), electric and gas supplies were present. Operational priorities were to: save saveable lives, firefighter safety, protection of property and the environment and the reduction of the impact on the community. The incident lasted throughout the evening and a number of partnership agencies were on the scene (Lancashire Constabulary, North West Ambulance Service, Preston City Council, Lancashire County Council, Cadent gas and Electricity North West).

Crews and Officers remained on scene for over 3 days. Over that period multi-agency meetings were maintained to conduct a fire investigation, determine the involvement of persons, reduce the cordon and impact on residents and

businesses and safely demolish the affected buildings and dampen hot spots.

GM Powell advised of a similar fire in Preston in May 2021. Since that time proactive work had been undertaken by crews carrying out Arson Vulnerability Assessments of empty buildings and the Service had worked closely with Preston City Council to engage with owners to better secure these premises. There had also been a number of multi-agency meetings to gather intelligence around the risk in these types of building (for example, which buildings were used by rough sleepers and which buildings were used for criminal or unwarranted activity ie: meter by-passing, cultivation of cannabis farms or urban exploring).

Strategically working with partners, actions had been identified. In the short-term letters had been sent to local authority chief executives and all Lancashire schools. Council and Police patrols had increased in the area and 3 surrounding primary and high schools had been jointly visited by the Police and the Service. Medium-term actions included continued education with primary and high schools and joint site visits with partners to address risk. Long-term actions involved working with partners on youth engagement and signposting.

In response to a question raised by County Councillor Hennessy regarding whether the stinger appliance was used, Group Manager Powell advised that it had been considered but determined it would not be used due to the close proximity of other buildings (most of which were over 5 storeys high) and that the water supply in Preston was good.

In response to a question raised by County Councillor Yates regarding the spread of any asbestos contamination from the incident, GM Powell advised that asbestos was considered to be present in certain parts of the building which was the reason operation Merlin was declared. In relation to the smoke plume, the Service had systems through the met office to monitor wind speed and direction. On the evening the Service was in contact with the Environment Agency and United Utilities in terms of water run off to ensure any run off was contained and once they were happy, the water would be released into the sewage system to get treated. The immediate area was initially evacuated and large crowds gathered. The Police did a really good job managing the cordon. Once firefighters came out of the building, they undertook a decontamination process.

Councillor Smith acknowledged vacant and derelict buildings as a growing problem especially in town centres. He commented that it was the owners' responsibility to make sure the premises were secure however, he noted this was not a criminal offence.

In response to a question raised by County Councillor Mein regarding the sentences for arson, the Chief Fire Officer advised that the Service worked with the Crown Prosecution Service in a limited way as an expert witness to determine the cause of the fire and didn't have any input into the sentencing.

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

The Monitoring Officer confirmed that there had been no complaints since the last meeting.

RESOLVED: - That the current position be noted.

19/22

DATE OF NEXT MEETING

The next meeting of the Authority would be held on Monday 19 September 2022 at 10:00am at the Training Centre, Euxton.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

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Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Proceedings of Performance Committee held 29 June 2022

(Appendix 1 refers)

Contact for further information:

Diane Brooks, Principal Member Services Officer - Tel: 01772 866720

Executive Summary

The proceedings of Performance Committee meeting held 29 June 2022.

Recommendation(s)

To note the proceedings of Performance Committee as set out at appendix 1 now presented.

Information

Attached at Appendix 1 are the proceedings of the Performance Committee meeting held on 29 June 2022.

Business Risk

Nil

Environmental Impact

Nil

Equality & Diversity Implications

Nil

Financial Risk

Nil

HR Implications

Nil

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: N/A

LANCASHIRE COMBINED FIRE AUTHORITY

PERFORMANCE COMMITTEE

Wednesday, 29 June 2022, at 10.00 am in the Main Conference Room, Service Headquarters, Fulwood.

MINUTES

PRESENT:

Councillors

R Woollam (Chair)
P Rigby (Vice-Chair)
L Beavers
A Kay
J Rigby
D Smith
A Sutcliffe
B Yates
N Hennessy (Substitute)
J Mein (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

J Charters, Assistant Chief Fire Officer (LFRS)
M Winder, Area Manager, Head of Service Delivery (LFRS)
K McCreesh, Group Manager - Prevention (LFRS)
L Barr, Member Services Officer (LFRS)

In attendance

G Basson, North West Fire Control
K Matthews, North West Fire Control

1/22 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor Hasina Khan and Councillor Zamir Khan.

2/22 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

3/22 MINUTES OF PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on the 16 March 2022 be confirmed as a correct record and signed by the Chair.

4/22 PERFORMANCE MANAGEMENT INFORMATION FOR 4TH QUARTER 2021/22

The Chair welcomed the new Members of the Authority to the Performance Committee.

The Assistant Chief Fire Officer presented a comprehensive report to the Performance Committee. This was the 4th quarterly report for 2021/22 as detailed in the Integrated Risk Management Plan 2017-2022.

This quarter, 2 KPIs were shown in red which indicated that they were in negative exception. These were 2.4 Fire Engine Availability – On Call Duty System: and 4.2.1 Staff Absence – Excluding On-Call Duty System. KPI 1.4 – Accidental Dwelling Fire Casualties was shown in grey, indicating that it was in positive exception.

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. The Assistant Chief Fire Officer 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 and ambition of the Service 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 4 activity 4,478, previous year quarter 4 activity 3,725. An increase of 20.21% over the same quarter of the previous year.

Incidents attended consisted of a myriad of different types, including special service. 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 48% were false alarms.

In response to a question raised by County Councillor Mein, the Assistant Chief Fire Officer advised that the new attendance policy for Automatic Fire Alarms (AFAs), had been 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 impact of the new policy would be realised in Quarter 1.

County Councillor Jennifer Mein added that it would be useful to see the national average of targets set for the KPIs for comparison with Lancashire Fire and Rescue.

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 4 activity was 203, the previous year quarter 4 activity was 214, which represented a decrease of 5.14% over the same quarter of the previous year.

It was stated by the Assistant Chief Fire Officer, that the sharp rise in activity in April 2021 coincided with the half term for schools and the lifting of Covid-19 restrictions, presenting more opportunities. Activity had plateaued and was essentially the same as the mean average for previous years.

The Assistant Chief Fire Officer explained, in relation to a question raised by County Councillor Nikki Hennessy, that data from accidental dwelling fires was collected and recorded on the national Incident Recording System (IRS) database, by the appliance officer in charge, which included the specifics of the incident. The Service would then extract information from the IRS system to support production of data in relation to the various KPIs.

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 94.1% which was an increase of 1.1% against the 93.0% recorded in the same quarter of the previous year.

Severity (Direction against the same quarter of previous year)		Previous Rolling 4 Quarters				Quarter 4 (2021/22)
		Quarter 4 (20/21)	Quarter 1 (21/22)	Quarter 2 (21/22)	Quarter 3 (21/22)	
High	↓	7.0%	4.6%	5.1%	7.6%	5.9%
Medium	↓	55.1%	56.5%	51.3%	56.7%	54.2%
Low	↑	37.9%	38.8%	43.6%	35.7%	39.9%

The Assistant Chief Fire Officer explained that, following feedback from members and a discussion with the Chair, the Service was looking at reverting to reporting incident severity using the Incident Reporting System approach, instead of the complex Cheshire Fire Severity Index with effect from quarter 1 2022/23. Details from incidents would be entered into the IRS which categorised the extent of damage at incidents differently. The system used the approach of logging on the basis of: item first ignited, fire restricted to the room of origin, floor of origin, or beyond.

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 increased 2% 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	18	9%	14	7%

*Quarter 1 to 3. The impact of Covid-19 working guidelines during the previous 24 months had led to a change in the partner referral rate, which led to a reduction in the number of Home Fire Safety Checks (HFSCs) delivered – KPI 1.7, page 21. Although these were now increasing, this had led to a decrease in the percentage of ADFs with a recorded HFSC within the previous rolling 12-month period.

The Assistant Chief Fire Officer confirmed that following the review of Key Performance Indicators by the Planning Committee at the meeting held 07 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 the information to be interpreted in different ways.

In response to a question raised by County Councillor Hennessy, the Assistant Chief Fire Officer explained that operational crews and community safety staff covered a myriad of risk factors when carrying out HFSCs, which included the primary causes of fires (cooking, smoking, electrical appliance safety etc). HFSCs were also individually tailored based on risks that staff could see during the visit.

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.

The Assistant Chief Fire Officer reported that sadly, there had been 2 dwelling fire fatalities in the last quarterly period. Four casualties were recorded as serious and 6 slight. The same quarter of the previous year recorded 1 fatality, 3 serious and 7 slight. Fatal Fire debriefs had been undertaken and learning which might influence future prevention policy would be taken to the Service Intelligence and Analysis Group (SIAG).

Casualty Status	2021/22 Quarter 4	2020/21 Quarter 4
Fatal	2	1
Victim went to hospital visit, injuries appeared Serious	4	3
Victim went to hospital visit, injuries appeared Slight	6	7
TOTAL	12	11

The positive exception report was due to the number of Accidental Dwelling Fire casualties meeting the lower control limit during the month of February. However, the overall figures for the year had increased in correlation with the types of fires in domestic properties and the age profiling of fire casualties.

There were no ADFs recorded during February 2022, and although it was unusual to have no casualties during a single month, it was encouraging that there had been two such occurrences within the past 24 months.

The average monthly count for the year to date was 3.8 casualties which was an improvement on the previous 5-year average of 4.0 casualties per month. The cumulative casualty figure towards the end of the year was 46. Whilst it was an increase on the previous year, which reported all-time lows during the Covid-19 year, it was a 1.7% improvement on the previous 5-year average.

During quarter 4, LFRS remained committed to delivering advice and providing

interventions to the most vulnerable within the community. As the County continued to recover from the impact of Covid-19, the Service refreshed its HFSC generation Partnership Service Order and significant work continued to refresh existing partnerships and generate new ones aligned to individual district risk profiles. The Service continued with its successful media campaigns targeted at specific 'at risk' groups across a multitude of platforms which would be used again at key times of the year, in line with the Service's Campaigns calendar.

In response to a query from County Councillor Nikki Hennessy regarding the age of fire dwelling fatalities, the Assistant Chief Fire Officer advised that whenever possible the Service did record the information, post-incident, and that this was used to inform future prevention strategy.

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 62.79% over the same quarter of the previous year.

Total number of incidents	2021/22	2020/21
	Quarter 4	Quarter 4
	70	43

In response to a question from County Councillor Nikki Hennessy in relation to the increase in the number of accidental building fires in commercial premises, the Assistant Chief Fire Officer explained that in quarter 4 of the previous year, many premises were closed due to lockdown restrictions and extensive work was carried out with businesses as they began to reopen. The Service advised businesses to test their systems and refresh their risk assessments. Business Safety Advisors continued to work with commercial premises advising them on how to comply with fire safety legislation and regulations to mitigate risks.

In response to a further question from County Councillor Hennessy, the Assistant Chief Fire Officer advised that the training of operational crews for the delivery of Business Fire Safety Checks was ongoing. As this was a new service, there was not a KPI currently agreed by the Planning Committee, however, data could be reported separately as it became available following the rollout of training across the Service.

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 20.0% over the same quarter of the previous year.

Total number of incidents	2021/22	2020/21
	Quarter 4	Quarter 4
	12	15

The Assistant Chief Fire Officer 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. It was explained by the Assistant Chief Fire Officer that there was typically a spike in the number of fires in spring due to people spending more time outdoors, although this would dissipate over the year.

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 78.6%. This was a decrease of 0.5% against a combined severity of 79.1% 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 4 (2021/22)
		Quarter 4 (20/21)	Quarter 1 (20/21)	Quarter 2 (21/22)	Quarter 3 (21/22)	
High	↑	20.9%	18.9%	17.6%	17.9%	21.4%
Medium	↓	69.8%	67.6%	67.6%	67.2%	55.7%
Low	↑	9.3%	13.5%	14.7%	14.9%	22.9%

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 75.0%. This was an increase of 8.3% against a combined severity of 66.7% 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 4 (2021/22)
		Quarter 4 (20/21)	Quarter 1 (21/22)	Quarter 2 (21/22)	Quarter 3 (21/22)	
High	↓	33.3%	51.7%	34.8%	46.2%	25.0%
Medium	↑	53.4%	48.3%	60.9%	53.8%	66.7%
Low	↓	13.3%	0.0%	4.3%	0.0%	8.3%

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 4	2020/21 Quarter 4
1.6.1 Deliberate Fires – Anti-Social Behaviour	310	221
1.6.2 Deliberate Fires – Dwellings	13	21
1.6.3 Deliberate Fires – Commercial Premises	32	14

The Assistant Chief Fire Officer stated that the increase in deliberate fires coincided with the lifting of lockdown restrictions. The Service identified areas in the County which had experienced an extensive increase and work had been carried out with

the police and local authority partners to prevent further rises in activity.

The Assistant Chief Fire Officer added that derelict properties on the high street could be linked to the annual rise in the number of deliberate fires in commercial premises. The Service undertook work with local authorities to identify, triage and secure derelict premises to avoid unwanted access. Derelict buildings presented a challenge since it was unclear if any persons were inside the building when the Service was mobilised to an incident.

This was a priority for the Service and work was being undertaken to reduce risk through Business Fire Safety Checks (BFSCs) and arson vulnerability assessments by crews, providing advice to the owners of buildings to reduce the potential of a deliberate fire occurring, or to reduce the impact if it did.

Members discussed the risk of fires in derelict buildings and who had responsibility to make them secure. The Assistant Chief Fire Officer explained that the building owners were responsible. The Service had no powers of enforcement when premises were not operating as a business as they fell outside of the Fire Safety Order. He confirmed there was a multi-agency approach across Lancashire through the Community Safety Partnerships. Following a suggestion by County Councillor Hennessy that the CFA Chair be approached for approval to write on behalf of the Authority to local authorities, the Assistant Chief Fire Officer advised that the Service had written to Chief Executives who had already pledged their support through the Community Safety Partnership leads.

Members queried whether the deliberate anti-social behaviour fire data could be broken down by district. In response, the Assistant Chief Fire Officer confirmed that this detail could be provided to members wanting it, following the meeting.

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.

The Assistant Chief Fire Officer stated that, since moving out of lockdown, the number of completed HFSC's had increased 77% over the same quarter as the previous year, with the cumulative year to date HFSC's increasing by 68% against the same period of 2020/21.

The Assistant Chief Fire Officer explained that work would be undertaken to review and refresh existing partnerships and make new ones based on risk, to ensure the generation of quality future referrals for HFSCs for high-risk households and those in the community who were most vulnerable.

	2021/22	2020/21
	% of High HFSC outcomes	% of High HFSC outcomes
Q1	66%	71%
Q2	68%	72%
Q3	62%	69%
Q4	60%	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, 6 properties recorded an ADF after not accepting a HFSC during the previous rolling 12-month period.

County Councillor Nikki Hennessy questioned, in relation to HFSCs, whether the Service was contacted to advise when individuals were discharged from hospital to offer them a HFSC. Group Manager Prevention, Kirsty McCreesh, explained that the Service worked and continued to build relationships with health services across the County as it was recognised that there were risks and vulnerabilities related to changes in circumstances. County Councillor Jennifer Mein suggested liaising with Social Care for them to signpost discharged vulnerable individuals to the Service. The Assistant Chief Fire Officer explained that arrangements were in place with a number of preferred partner agencies that could refer directly into the Service. An extensive review would be conducted, during the current year, of preferred partner status organisations alongside Public Health colleagues in Lancashire County Council. It was highlighted by Group Manager Prevention, Kirsty McCreesh that the review would never completely end as it was an area that would constantly change and evolve. County Councillor Andrea Kay asked that it be noted that officers conducting HFSCs did a fantastic job.

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 January to March 2022 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, 93% of teachers recorded that they felt the package and delivery was outstanding in achieving this, with the

remaining 7% recording good. This was a 10% increase in those rating the package as 'outstanding' on the previous quarter. No sessions were marked as satisfactory or inadequate. Monitoring and evaluation would continue throughout the remainder of the academic year.

Further to detail contained in the quarter 4 report, the Assistant Chief Fire Officer confirmed the year end delivery totals verbally to Members:

- Road Sense had recorded 6,602 students (Y/E 11,500),
- Wasted Lives sessions had been delivered to 1,386 students (Y/E 3000 across all 3 upper tier authorities),
- Safe Drive Stay Alive (SDSA) had been delivered to 650 students,
- Biker Down had been delivered to 100 attendees over 8 sessions (Y/E 200).

Over the three-month period, a total of 8,738 attendees had been recorded (in excess of 14,700 over the year).

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 4 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	442	28	240	101	6%	10%
Q4	564	38	394	85	7%	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 the Assistant Chief Fire officer, that the Service was the Fire Safety Regulator for non-domestic premises in Lancashire, targeting activity under a risk-based inspection programme.

The Assistant Chief Fire Officer highlighted that 564 inspections were undertaken in Quarter 4 with 38 requiring formal activity and 394 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. This KPI was used to monitor the effectiveness of the action taken in respect of the risk levels of buildings targeted and enforcement activity.

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 4 – 1st pump response decreased 3.80% of total first fire engine attendances over the same quarter of the previous year.

Year to Date	2021/22 Quarter 4	Previous year to Date	2020/21 Quarter 4
86.82%	85.48%	88.95%	89.38%

Variable factors affecting the response standard, as explained by the Assistant Chief

Fire Officer, were activity volumes, the availability of fire engines, wholetime availability, on-call availability, and shift systems.

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 4 – 2nd pump response decreased 4.12% of total second pump attendances over the same quarter of the previous year.

Year to Date	2021/22 Quarter 4	Previous year to Date	2020/21 Quarter 4
82.58%	83.77%	86.75%	87.89%

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 4 1st pump response increased 0.50% over the same quarter of the previous year.

Year to Date	2021/22 Quarter 4	Previous year to Date	2020/21 Quarter 4
90.01%	92.55%	89.44%	92.05%

Members were advised, by the Assistant Chief Fire Officer, that he was pleased with the performance in respect of critical special service incidents which would include

flooding and road traffic incidents that could occur in more rural areas and on motorways.

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 99.26% was a decrease of 0.06% over the same period of the previous year.

Year to Date	2021/22 Quarter 4	Previous year to Date	2020/21 Quarter 4
99.26%	99.34%	99.32%	99.40%

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 64%
- Crew deficient 65%
- Not enough BA wearers 57%
- No driver 39%

Standard: Aspirational Standard 95%

Year to date availability 79.14%, an 11.23% decrease against the previous year to date total availability of 90.37%.

Year to Date	2021/22 Quarter 4	Previous year to Date	2020/21 Quarter 4
79.14%	78.53%	90.37%	90.09%

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 4.

The availability of OC pumps during the quarter was recorded at 78.53% with each month being outside the 83.38% control limit and below the Service's 95% aspirational standard.

The Assistant Chief Fire Officer advised that the on-call duty system was a challenge at local and national level and an on-call review would be undertaken within the Service during the year to evaluate all elements of on-call with the ultimate goal of improving availability. Funding had been secured for 3 new additional On-Call Support Officers (OCSO) to take the team up to 10 when fully staffed to help support on-call and help implement changes from the review.

Actions being taken to improve performance were:

- Continue with a driven 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.
- Robust management of higher than usual levels of sickness, which 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 Winder, highlighted there were a number of challenges regarding the on-call system which included:

- Recruitment;
- Retention;
- Training, (i.e.: for a new firefighter to safely wear breathing apparatus could

typically take between 6-12 months from joining the Service; with full competency taking up to 4 years dependent on the level of time an individual could commit); and

- How the service could continue to utilise trained staff who were coming to the end of their career who perhaps were struggling to maintain levels of fitness.

He advised that from application to making a positive impact on availability was approximately 1 year with a further 2 more years in relation to driving skills and a further 2 to achieve management skills.

A project had commenced to review the system which would be considering:

- Entry requirements;
- Opportunities for firefighters on the boundaries of other Services to provide cover (including how they would become familiarised to Lancashire's policies and procedures);
- Opportunities to work differently – i) was there an opportunity for those who were less able to achieve fitness standards, particularly wearing BA to have a specific role i.e.: driver only? ii) could the turn-in times be changed to respond in an alternative way to specific types of incidents? and ii) could training be delivered locally?

In response to a query raised by County Councillor Ash Sutcliffe in relation to the decrease in availability for KPI 2.4 Fire Engine Availability – On Call Duty System and the impact it had on other KPIs, the Assistant Chief Fire Officer advised that the most direct causal link would be the 1st Fire Engine Response Standard as the availability of fire engines directly contributed to responses times. Area Manager, Mark Winder, explained that it was the biggest challenge to availability and why a review of the options and potential solutions for the on-call duty system would be taking place during this financial year.

County Councillor Lorraine Beavers suggested that the on-call system follow that of the Territorial Army where employers would be reimbursed for absences, although she acknowledged that it would require a change to government legislation through political lobbying.

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 4 was 76.13%. This excluded the wholetime 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 8 incidents against the same quarter of the previous year.

Year to Date	2021/22 Quarter 4	Previous year to Date	2020/21 Quarter 4
75	14	56	6

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

3.1 Progress against Savings Programme

The budget to the end of March 2022 was £58.2 million. The spend for the same period was £57.8 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. The spend for the same period was £57.8m giving an underspend for the period of £0.4m. The variance for the quarter was -0.69%.

In response to a question raised by County Councillor Nikki Hennessey, it was confirmed that the details of the budget for recruitment was discussed at the Resources Committee.

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?	2,943	2,911	98.91%	97.50%	1.45%

Since April 2012, 2,943 people had been surveyed and the number satisfied with the service was 2,911; 98.91% against a standard of 97.50%; a variance of 1.45%.

During quarter 4, the Assistant Chief Fire Officer was pleased to report that 70 people were surveyed and 70 responded that they were 'very satisfied' or 'fairly satisfied' with the service they received.

Members discussed the Overall User Satisfaction survey and questioned how those who completed the survey were chosen as it was felt that 70 was a small selection of people. The Assistant Chief Fire Officer explained that he would need further details and suggested that information or a presentation could be brought to a future committee meeting.

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 8.750.

The negative exception report was due to the number of shifts lost through absence per employee being above the Service target for quarter 4.

The Assistant Chief Fire Officer presented Members with the analysis, that during quarter 4, January 2022 – March 2022, 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 – 495	shifts lost = 2.32	Target – 1.25
Wholetime – 1,624	shifts lost = 2.64	Target – 1.25

Absence by quarter (Cumulative to date):

Non-uniform – 1,801 shifts lost = 8.46 per person Target – 5
 Wholetime – 5,444 shifts lost = 8.87 per person Target – 5

There were 4 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

There were 33 further cases of long-term absence which were also recorded within the 3 months:

Reason	Case/s
Hospital/Post-operative	7
Mental Health - Stress	6
Covid-19 Coronavirus	6
Musculo skeletal - Other	3
Musculo skeletal - Shoulder	2
Musculo skeletal - Back	2
Respiratory – Cold/Cough/Influenza	2
Respiratory – Asthma	1
Musculo Skeletal – Lower Limb	1
Mental Health – Other	1
Musculo Skeletal – Upper Limb	1
Other known causes (not specified above)	1

During the quarter, 21 of the 33 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, managing individual long-term cases, addressing review periods/triggers in a timely manner and dealing with capability of staff due to health issues;
- Absence management 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 provided by 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.

The Assistant Chief Fire Officer 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. Stress and Mental Health remained to be a priority to the Service and was being addressed through the wellbeing calendar supported by the Member Champion, the Occupational Health Unit, the Employee Assistance Programme, and the Firefighter's charity.

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, 1.07%.

RESOLVED :- That the Performance Committee noted the content of the report, including one positive and two negative exceptions and endorsed the Quarter 4 Measuring Progress Report.

5/22 NORTH WEST FIRE CONTROL

The Chair welcomed Ged Basson, Senior Operations Manager, North West Fire Control (NWFC), and Kellie Matthews, Operations Manager, North West Fire Control to the meeting. Ged Basson, NWFC, provided the Committee with a report detailing the performance of NWFC during quarter 4 (January – March 2022).

Activity – Admin Calls

Within quarter 4, a total of 6,772 admin calls were received for Lancashire Fire and Rescue (LFRS), compared to 6,131 in quarter 3. The total number of calls was 25,222 for the full year, compared to 23,799 in the previous year which equated to a rise of 5.9%. In total, 117,377 admin calls were received by NWFC for 2021/22, of which, LFRS represented 21.4% of those calls.

Admin calls included crews and officers contacting NWFC for either guidance, or to offer advice such as notification of missing equipment, defective resources, liaising with control regarding exercises or resources availability.

Activity – Emergency Calls

A total of 9,179 emergency calls were received in quarter 4 for LFRS, compared to 9,234 in quarter 3. In total, NWFC received 39,258 emergency calls for LFRS in 2021/22, compared to 32,413 calls the previous year which equated to a rise of 21.1%. In total, NWFC received 162,590 emergency calls last year, of which, LFRS represented 20% of these calls. It was noted that the increase in emergency call volume could be attributed to the lockdown period in 2020/21, as when the country came out of lockdown, by April 2021, more businesses began to fully open and operate. Emergency calls included 999 calls from members of the public and emergency calls from Lancashire Constabulary and North West Ambulance Service.

Call Handling Times – Lancashire

It was noted that 42% of calls were not mobilised in quarter 4, following call challenging and this figure was also similar for LFRS. In April, NWFC implemented a new call challenge process for automated fire alarms on behalf of LFRS, which would ensure that resources attend the fire alarms presenting the most risk. This would make sure that resources were available for other emergencies.

For NWFC, mobilising performance times for fires in 2021/22, was maintained at 78 seconds. LFRS mobilising times for fires in quarter 4 was under 80 seconds for each month and under the 90 second target. NWFC had continued to mobilise resources to fires under the 90 second target for the full year, showing sustained improvement.

Call Handling Mobilisation Time – Partner FRS'

The call handling times for fires over the previous 24-month period continued to be relatively favourable compared to other fire and rescue services. A drive at NWFC to highlight how a quick response could reduce fire damage, took place over the previous 12 months which included some basic fire behaviour training, and a requirement for operators to record and rationalise any delays in mobilising.

Call Handling Mobilisation Time – Special Service Calls: Lancashire

Mobilising performance times for all NWFC in 2021/22 for special service calls had improved to 119 seconds which compared favourably to 126 seconds for the previous year. LFRS mobilising times for special service calls in quarter 4 were all under 119 seconds. It was explained that NWFC continued to work with LFRS to look at how further improvements could be made. It was noted that several incidents were exempted from the data which included those incidents where there was not an automatic response from NWFC, but when Lancashire FRS had asked that further clarification was sought from a specialist officer, e.g., NILO, prior to mobilisation due to the type of incident, such as suspect packages, and missing persons. Other incidents excluded were, when crews had proceeded to fix a defective smoke alarm several hours after being notified or where incidents had to be queued due to a depletion of FRS resources in a location.

Incidents of Note

During quarter 4, NWFC experienced the prolonged storms of Dudley, Eunice and Franklin which resulted in several days of increased call volume in Lancashire and other partnered fire and rescue services.

In February, NWFC received a call for a severe house fire in Penwortham involving people inside the property. Based on the information extracted from the caller by the operator, an additional two pumps were mobilised by the operator and utilised at the incident. NWFC dynamically risk assessed this incident, and many others, to ensure there were adequate resources. Members were provided with brief details of the incident.

999Eye

Ged Basson explained to Members that 999Eye was a commercial product that NWFC used to gain additional situational awareness from callers and allowed operators to request access to a smart phone's camera which then appeared in the operators mobilising desk. 999Eye allowed operators to view live footage, and also enabled them to pinpoint the caller and instant message them. It went live in October 2021, when Greater Manchester Fire & Rescue Service purchased the product but, since March 2022, NWFC had been using it for all its partners. NWFC mobilised resources prior to mobilising and would then utilise 999EYE. The operators would then consider sending additional resources if the footage indicated that more than the default pre-determined attendance was required. All footage was stored by the 999Eye application for 30 days. Individual incidents would be downloaded and stored indefinitely. Members were provided with a visual overview of where 999Eye had been utilised in the North West in March 2022.

In response to a query from County Councillor Nikki Hennessy in relation to an unconfirmed report of the possible exit of another Fire and Rescue Service from their contract with NWFC, Ged Basson explained that Fire and Rescue Services would periodically consider and review their options. Furthermore, NWFC would have exit strategies and risk assessments in place for such an eventuality, although, Ged Basson confirmed that no official decision to exit from NWFC had been received.

RESOLVED :- That the Performance Committee noted the Quarter 4 NWFC Performance report.

6/22 FAMILY GROUP COMPARATIVE PERFORMANCE INFORMATION FOR 4TH QUARTER 2021/22

The Assistant Chief Fire Officer presented the April 2021 to March 2022 Comparative Performance Report to the meeting. Arrangements were in place within the old Best Value (BV) family group 4 to compile an annual comparative report in respect of the two (now withdrawn) national fire indicators. The information contained within the report was open to the public and was brought to committee once per year.

The comparative fire and rescue service continued to comprise those which made up the old BV family group 4 as detailed in table 1 below:

TABLE 1 – COMPARATIVE FIRE & RESCUE SERVICES

Avon	Kent
Cheshire	Lancashire
Cleveland	Leicestershire
Derbyshire	Lincolnshire
Essex	N. Ireland
Hampshire	Nottinghamshire
Hereford & Worcester	South Wales
Hertfordshire	Staffordshire
Humberside	Surrey

The 2 tables of note for Lancashire Fire and Rescue were the number of fatalities in primary fires per 100,000 population and the number of non-fatal casualties in primary fires per 100,000 populations. Members were informed that measures were in place to improve performance in those areas.

The Assistant Chief Fire Officer explained that with the introduction of Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) and the associated data returns from Fire and Services (FRS), in tandem with increased transparency of Home Office incident data for England's FRSs, an opportunity now presented itself to review the suitability of Family Group data presently used for performance comparison purposes, and to determine whether more suitable benchmarking arrangements could be developed to support broader contextualization of performance across the sector.

Councillor Dave Smith commented that, in isolation, the Family Group Comparative Performance report was insufficient as figures were provided annually to enable year on year comparison. He added that a national comparison or a comparison with the North-West could be more beneficial than with the family group.

County Councillor Nikki Hennessy concurred that a like for like comparison would be more beneficial in terms of geographical and population size, and areas of deprivation.

The Assistant Chief Fire Officer agreed to review and present an alternative format for the comparative information at a future meeting of the Performance Committee for consideration.

RESOLVED:- That the Performance Committee noted the family group information provided in the format consistent with previous years and endorsed the Service's ambition to explore options to provide comparative performance data in future years, based upon context broader than purely the former family grouping.

7/22 ANNUAL REPORT ON ROAD SAFETY INTERVENTION ACTIVITY 2021/22

Group Manager Prevention, Kirsty McCreesh, provided the meeting with an annual report regarding Road Safety Intervention Activity which explained the Service's core

prevention offer and also the issues on Lancashire's roads.

Members noted that, through the Integrated Risk Management Plan 2017-2022 (IRMP), prevention and protection services and the structure for delivery were reviewed to ensure that the Service was delivering appropriate services in line with the changing operating environment. As a result, working practices had changed with a strategic focus on the quality of the services that continued to be delivered. The services were delivered around key themes: helping people to start safe, live safe, age safe and be safe on the roads with a focus on working collaboratively with other organisations. To ensure constant improvement in all parts of prevention delivery, the Service had dedicated thematic groups whose priorities aligned to the Community Risk Management Plan (CRMP) 2022-2027 and the Prevention Strategy.

Road Safe Thematic Group

The Thematic Road Safety Group continued to meet every quarter during 2021-2022 with an option of in-person and virtual meetings. Membership of the group came from all areas of the county and was a mix of Community Safety and Operational Staff. Road Safety Champion, County Councillor Ron Woollam, had close links with the group and was in regular communication with the Prevention Support Officer for Road Safety.

An annual plan aligned to the terms of reference had been developed alongside a priority work programme which supported the Lancashire Road Safety Partnership (LRSP) 'Towards Zero' strategy. An ambition of the group was to improve communication between strategic and practitioner levels and also to send clear messages out to Service Areas with key road safety priorities. The Service sought to deliver focused activities in areas identified as having issues and evaluate effectiveness. Unfortunately, in March 2020, the coronavirus struck and subsequently, the Service had to develop new ways of working to target 'at risk' groups. Some of those working practices had been adopted as business as usual and offered a greater choice of delivery methods for the community, improving the Service's reach and efficacy.

Lancashire Road Safety Partnership (LRSP)

Lancashire Fire and Rescue Service continued to be a proactive member of LRSP and had representatives at both Strategic and Operational group levels. The partners worked closely with each other and delivered the partnership strategy 'Towards Zero' Lancashire: Road Safety Strategy for Lancashire, in an attempt to reduce those killed or seriously injured on Lancashire's roads.

The Partnership had 3 staff posts:

- i) Road Safety Analyst, hosted by Lancashire Constabulary;
- ii) Road Safety Coordinator, hosted by LFRS; and
- iii) Road Safety Manager, hosted by Lancashire Constabulary.

The Road Safety Analyst produced road safety reports that focused on the risks, not only throughout Lancashire, but also at district level. The data ensured that

resources were best directed into reducing road traffic collisions of all severities throughout Lancashire's fourteen districts (including Blackpool and Blackburn with Darwen), whilst combating the criminal use of the wider road network. A lot of the work had focused on the installation and evaluation of Average Speed Cameras across the county. The Road Safety Coordinator post aligned all partnership action plans and priorities and ensured the Partnership's road safety activity was effective. An ongoing action plan was monitored to ensure outcomes were reviewed with recommendations made and implemented. This multi-agency role helped ensure that the countrywide response to national campaigns was coordinated. The Road Safety Manager post was created in December 2021 to improve the link between the R.S. Executive Board and Operational Group. The role was also created to oversee and steer collaborative work between partners.

A peer review of the LRSP was commissioned in January 2022 and undertaken by West Yorkshire Police. The overarching purpose of the review was to ensure that the partnership was efficient and effective in reducing the number of people killed or seriously injured on the road network in Lancashire and that the approaches of the partnership were in line with recognised best practice. Within the review, LFRS' contribution to education delivery was noted and the review cited; *'Lancashire Fire and Rescue Service has a well embedded schools' education programme and achieves significant levels of coverage in many areas which are developed to address specific learning objectives'*.

The LFRS Road Safety Thematic Group Priorities 2021-2022

1. Road Sense – Roll out package and deliver to all primary schools in Lancashire;

Road Sense was the name given to the road safety education programme delivered to Year 6 pupils. It replaced the Child Safety fire safety session with a full fire safety session being moved to Year 7 and was offered to all secondary schools under the Teen Safe banner. However, following requests from school and feedback from staff, a fire recap had been reintroduced at the start. It gave an opportunity to draw on previous sessions that pupils would have received in Year 2 and explored the consequences of hoax calls and deliberate fires. The 1-hour session was now split into 20 minutes of Fire Safety, then 40 minutes of Road Safety.

The Package focused on five key road safety themes which were selected to reflect Lancashire's issues with young people:

- In Car Safety;
- Pedestrian Safety;
- Cycle Safety;
- Be Safe Be Seen;
- Bus Safety.

Road Sense became a service-wide offer in 2017. Following a full academic year of delivery, an evaluation took place with schools and LFRS staff. The findings from the evaluation allowed the Service to completely revamp the package and a full consultation was carried out across all Community Fire Safety teams and 20 Operational crews. At the start of 2020, the new package was ready to go and a small number of staff received training to trial the updated version. Unfortunately,

only 10 sessions were delivered before all school visits were halted due to the outbreak of Covid-19. Positively, the 10 schools that received the delivery were very pleased with the updated package. Feedback from staff was also favourable towards the updated delivery. They felt it was more engaging and had improved the functionality of IT due to the introduction of an element of the website on which packages could be based and easily accessed. The inclusion of a digital platform assisted with the facilitation of virtual delivery via MS Teams throughout the pandemic and LFRS could offer both virtual and in-person delivery to meet the needs of each school.

The inclusion of a 'Road Sense Fact Sheet', using the CFA Road Safety Champion budget, was a very welcome addition to the session and teachers commented on the usefulness of information for pupils to take home for further discussion with their families. Evaluation of the package showed 93% of teachers rating the delivery and effectiveness of the package as 'Outstanding' with the remaining 7% being 'Good'. No feedback had been received as 'Satisfactory' or 'Inadequate'.

During the current academic year, LFRS had implemented an Education Tracker. It allowed the monitoring of all delivery in schools, from the initial contact stage through to the submission of all paperwork following the session taking place. To date, the delivery figures were looking higher than ever before.

2. Develop an assembly format, update the existing workshop sessions, and promote delivery of Wasted Lives for years 10 & 11;

LFRS was now the only delivery partner for Wasted Lives following changes at Lancashire County Council. The programme was aimed at young people and pre-drivers which aimed to influence behaviour and change attitudes either as a driver or a passenger, thereby reducing risk to that specific group and to other road users.

By actively engaging with the age group of 15-20 year olds, Wasted Lives aimed to maximise the opportunities for people to evaluate and reflect on their own attitudes and behaviour behind the wheel and as a passenger. Extensive evaluation had demonstrated how the package promoted real and lasting changes in how each participant behaved in a car. Since the introduction of Wasted Lives in 2010, LFRS had delivered road safety education to over 118,000 young people throughout Lancashire, including Blackpool, and Blackburn with Darwen. For the period 2021-2022, LFRS had delivered the programme to 3,053 young people using Microsoft Teams and face-to face delivery.

The Service would continue the delivery of Wasted Lives to Years 10 and 11 students as pre-drivers and those employed as apprentices. In November 2021, as part of National Road Safety Week, an assembly format was launched, as it was a request often received from schools due to timetables being very tight. Prior to the launch, a full refresh of the package was undertaken. Although students would get more group work and engagement in the classroom-based sessions, they had been adapted to the constraints of school timetables to maximise numbers reached. The pandemic had provided the opportunity to develop different ways of working and the Service was now offering an MS Teams version of Wasted Lives and accompanying resource pack. Schools now had 3 delivery options and by being more flexible in

what could be delivered and how, more young people had been reached.

The Wasted Lives package also had the option of being complemented by a 'crashed car', which was a vehicle from a real incident where, tragically, there had been a fatality. Alternatively, the car could be used as a standalone resource at a community event. The use of cars had been placed on hold due to Covid-19 restrictions, however, as more events started to take place, they were being utilised again. The vehicles were a really hard-hitting resource and had a lasting impact on people of all ages. The year 2021-2022 saw a review of the provision the Service had and a progression of updates and improvements.

3. Support 'Safe Drive Stay Alive' events;

Safe Drive Stay Alive was a road safety initiative where the audience heard real life stories from the emergency services and families who had all been affected by road traffic collisions in an auditorium setting. The delivery was aimed at college aged students. The speakers had all come forward to share their emotional experiences in a bid to reduce the number of young people killed or seriously injured on Lancashire's roads. Throughout the session, the young people heard from a Fire Fighter, Police Officer, Paramedic and a bereaved family member.

Safe Drive Stay Alive was emotional and encouraged reflection. The sessions aimed to encourage students to improve their attitudes towards risk taking behaviour on the roads. During 2021-2022, LFRS assisted LRSP to deliver to 1,584 students. The numbers were lower than previous years due to Covid-19 restrictions within colleges and partner organisations. The session required large numbers of students to sit together within a theatre setting and many were hesitant about restarting the activity. An online version had also been promoted that colleges could access to provide an alternative where a large gathering was not possible.

4. Reintroduce (following Covid) and promote delivery of Biker Down Courses.

Biker Down was a course that was aimed at motorcyclists and pillion riders of all ages and experience. The free 3-hour course offered members of the public a chance to learn practical skills which could be put into practice anywhere at any time.

The 3 modules covered were:

- Incident Management;
- First Aid;
- The Science of Being Seen.

The initiative started in Kent and LFRS had signed a memorandum of understanding with Kent Fire and Rescue Service to allow the Service to use the logo and delivery material.

LFRS had worked with LRSP to ensure that delivery was complementary to Bike Safe, which was a Police-led initiative. Anyone who attended Biker Down was encouraged to book onto Bike Safe which was seen as the next step in training as it involved a ride out with an Advanced Police Motorcyclist. Biker Down was seen as the start of a motorcyclists 'learning journey'. In a recent 6-month period,

motorcyclists accounted for 50% of Lancashire's fatalities and statistics showed that people were 72 times more likely to die on a motorcycle than in a car on the road.

Due to Covid-19 restrictions, Biker Down sessions restarted at the end of September 2021, and ran on reduced numbers with an additional risk assessment to keep both staff and attendees safe. Between September 2021 and March 2022, the team ran 13 courses with 169 attendees. Recently, the appetite for the courses had grown significantly with the Facebook page reaching 500 likes and the reach of posts sometimes exceeding 1,500 people. With the introduction of a thorough Risk Assessment, all attendees were still able to take part in the practical elements of the course, helmet removal and CPR. There were really important skills which might be needed should they be faced with a road traffic collision involving a motorcyclist.

With support from County Councillor Ron Woollam, a portion of the CFA Road Safety Champion budget was utilised to provide all attendees with a First Aid kit that complemented the skills they were taught and a bike puc (stand), which incorporated the safety message 'Dress for the slide, not the ride'. The delivery model was flexible so courses could be hosted for individual motorcycle clubs or advertised using an online booking platform for members of the public to book on independently. The Biker Down team aimed to run 12 courses per year but were exceeding that aspiration due to such a high demand for courses.

The Chair thanked the Group Manager Prevention for her report and commended the fantastic work carried out on road safety. He acknowledged the success of the education packages was due to the hard work of the team and effective marketing using social media. He would like to see Wasted Lives and Road Sense included more on social media to raise awareness of road traffic collisions to young people and requested that Members shared posts on their social media channels.

In response to a question from County Councillor Andrea Kay in relation to young new drivers being put forward to attend a course when caught driving dangerously, the Group Manager Prevention explained that the Service capitalised on education whereas the courses for inappropriate driving were more aligned with the Police. She added that Safe Drive Stay Alive involved the experiences of the Fire Service, the Police and the Ambulance Service to talk about the human aspects of traffic collisions and the consequences of actions.

County Councillor Ash Sutcliffe queried how the Wasted Lives package was targeted. The Group Manager Prevention informed that through district planning, each district had a plan which was informed by data analysis provided by the partnership. This allowed the Service to use a suite of options to deliver packages to the targeted groups. Road Sense was an approach delivered to all pupils in Year 6. The Chair stated that the feedback from schools was very positive and the Group Manager Prevention confirmed that schools could request delivery of the package.

Ged Basson, Senior Operations Manager, North West Fire Control, commented that North West Fire Control had supported Lancashire who did an excellent job in relation to road safety. North West Fire Control would be creating social media posts to inform that the north west have the technology, through 999eye, to pinpoint a location and get resources to an incident more rapidly.

RESOLVED: - That the Committee endorsed the Annual Road Safety Intervention report.

8/22 RISKS TO THE COMMUNITY FROM HOARDING

The Group Manager Prevention, Kirsty McCreesh, informed Members that hoarding was defined as where a person acquired an excessive number of items and stored them in a chaotic manner, usually resulting in unmanageable amounts of clutter. The items could be of little or no monetary value. It was estimated that 1 person in every 100 had a problem with hoarding which seriously affected their life. An accurate number to give a scale of the problem could be difficult to provide as a person who hoarded might be embarrassed and so would avoid inviting people into their property. That could be where the Service was made aware of the problem, although it would tend to be at the 'incident' stage and barriers might be encountered when trying to access the property for a HFSC.

Hoarding was considered a significant problem if:

- The amount of clutter interfered with everyday living – for example, if the person was unable to use their kitchen or bathroom and could not access rooms; or
- The clutter was causing significant distress or negatively affecting the quality of life of the person or their family – for example, they became upset if someone tried to clear the clutter and their relationship suffered.

Hoarding Disorder had been recognised as a distinct mental health problem which might present in isolation or as part of another mental health problem such as;

- Physical illness
- Dementia
- Depression
- Alcohol and drug misuse
- Schizophrenia and other psychotic disorders
- Learning disability
- Autism and related disorders
- Obsessive Compulsive Disorder

Hoarding was a very complex issue and more than providing a means of disposing of items. It was important not to assume why people were hoarding or make judgements as there were many reasons, causes and medical conditions that could lead to hoarding. Hoarding Disorder could be diagnosed when there was no other illness to account for the problem. It was noted that those with a hoarding disorder strongly believed that their hoarded items were valuable.

Hoarding was a concern for LFRS as clutter and hoarding increased the risk of a fire occurring and made it more difficult for people living in the property to evacuate safely. Fire could also spread to neighboring properties and any fire could also be more difficult to tackle posing a greater risk to firefighters. In addition, the occupier was likely to have little or no engagement with other services and a higher risk of social isolation.

To support individuals who were hoarding, LFRS could:

- Conduct a Person-Centered Home Fire Safety Visit;
- Ensure smoke alarms were fitted and they were aligned to risk and where the householder spent their time;
- Create Escape Plans and stress the importance of clear exits;
- Use the clutter image rating scale for additional information and guidance on how to support the person; and
- Record risk where appropriate to provide notification to fire crews attending an incident.

The clutter rating scale had been adopted by LFRS and guidance had been produced to support staff when working with hoarding. Training was also provided to all personnel who conducted HFSCs on hoarding and how to approach dealing with the issue. The scale was recognised nationwide and most importantly, by the Service and other agencies including Social Care in Lancashire. Staff were advised to refer to the scale and guidance whenever working with hoarding and record the level relating to the scale on all paperwork following a visit/incident.

Hoarding was complex and multifaceted, therefore, an integrated approach between multiple agencies was often required. LFRS worked with many agencies which included Safeguarding teams, Integrated teams in different area, Local Authority Environmental Health, and Housing and Health and Social Care partners. A key partner was Lancashire Safeguarding Adults Board who had a Multi-Agency Self-Neglect Framework. The framework was intended to be used when:

- There were significant concerns by agencies about an individual's safety or wellbeing as a result of self-neglect, and/or significant concerns about the safety or wellbeing of others (risk of serious harm, injury or death);
- Existing agency involvement and appropriate multi-agency working had been tried and was unable to resolve the issues; and
- Where the adult appeared to have the capacity to make decisions regarding their environment and lifestyle choices pertaining to issues of self-neglect.

All partner agencies must take all reasonable steps to work with the individual and address the concerns when made aware of them. If that approach was unsuccessful, the Lancashire Safeguarding Adults Board partners should follow the framework.

Members were presented with a Case Study of an over 65, single occupier. The property had 3 attempted visits from MASH (Multi-Agency Safeguarding Hub), the local mental health team and the police but no contact with the occupier was made. The occupier was a known hoarder who lived alone and had a long-term Community Risk against their property. There were numerous ongoing concerns for the occupant's safety including hoarding, self-neglect, a recent hospital admission and diabetes. Adult Social Services and an LFRS Community Safety Advisor completed a joint visit to the property and were able to gain entry in addition to reviewing the known Community Risk (RADAR). Additional fire safety concerns were poor mobility, no care provision in place, numerous trailing wires and the occupant slept downstairs. Following the Home Fire Safety Visit, 3 smoke alarms were fitted (including one in the living room where the occupier slept), the occupier was undergoing a Mental Health Capacity Assessment, and care support was put in

place through Social Services. There had been no significant reduction in hoarding due to the occupier's reluctance, however, all access and egress routes were kept clear and trip hazards moved. The occupier continued to engage with local services and remained under the supervision of the local Multi Agency Team which included LFRS. A regular review of the Community Risk would be completed by Community Safety staff.

It was noted that communities could help by being respectful to the occupier, encouraging them to seek help from their GP (Icebreaker form could be used), signposting them to local support groups and national organisations, checking they had safety equipment in place (smoke detectors carbon monoxide detectors etc.), encouraging them to obtain a Home Fire Safety Check visit from the Fire Service, and considering referrals to other agencies.

The Chair thanked Group Manager Prevention for a very interesting presentation.

County Councillor Jennifer Mein commented that she had a constituent with severe mental health issues that was at risk of being evicted due to problems with hoarding. The social landlord brought in the Fire Service to conduct a HFSC. The Fire Service was able to connect with the constituent who then worked with partners and her tenancy was saved.

The Assistant Chief Fire Officer stated that the extent of hoarding could far exceed the images shown on the presentation and asked for Members help to raise awareness to constituents in relation to identifying vulnerable neighbours who could be potential hoarders. Often those people would not want to engage and remain under the radar. If the Service could get access to the property at an early stage, the potential to help the person was greatly increased.

Members requested links and information to share on social media, as appropriate, to raise awareness of the various topics.

RESOLVED:- That the Committee noted the 'Risks to the Community from Hoarding' presentation.

9/22 DATE OF NEXT MEETING

The next meeting of the Committee would be held on Wednesday, 14 September 2022 at 10:00 hours in the Main Conference Room at Lancashire Fire and Rescue Service Headquarters, Fulwood.

Further meeting dates were noted for 14 December 2022 and 15 March 2023 and agreed for 28 June 2023.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

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Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Proceedings of Audit Committee held 5 July 2022

(Appendix 1 refers)

Contact for further information:

Diane Brooks, Principal Member Services Officer - Tel: 01772 866720

Executive Summary

The proceedings of Audit Committee meeting held 5 July 2022.

Recommendation(s)

To note the proceedings of Audit Committee as set out at appendix 1 now presented.

Information

Attached at Appendix 1 are the proceedings of the Audit Committee meeting held on 5 July 2022.

Business Risk

Nil

Environmental Impact

Nil

Equality & Diversity Implications

Nil

Financial Risk

Nil

HR Implications

Nil

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: N/A

LANCASHIRE COMBINED FIRE AUTHORITY

AUDIT COMMITTEE

Tuesday, 5 July 2022, at 10.00 am in the Main Conference Room, Service Headquarters, Fulwood.

MINUTES

PRESENT:

Councillors

J Shedwick (Chair)
N Hennessy (Vice-Chair)
S Clarke
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

A Dalecki, Internal Audit, Lancashire County Council
L Rix, Internal Audit, Lancashire County Council
H Stevenson, External Audit, Grant Thornton
K Wilkie, Fire Brigades Union

1/22 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor Dad.

2/22 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

3/22 MINUTES OF THE PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on 29 March 2022 be confirmed as a correct record and signed by the Chairman.

4/22 INTERNAL AUDIT ANNUAL REPORT

The Chair, County Councillor Shedwick introduced Andrew Dalecki, Head of Internal Audit and Laura Rix, Senior Auditor. Mr Dalecki advised that Mrs Judith Taylor would be stepping away from managing this contract to support resilience in the team. On behalf of the Committee, the Chair expressed thanks to Mrs Taylor for her work over the years.

The report was presented by Mr Dalecki. The Internal Audit Annual Report summarised the work that the Internal Audit Service had undertaken during 2021/22 and the key themes arising from it. It provided an opinion on the overall adequacy and effectiveness of the systems of governance, risk management and internal control.

On the basis of programme of work for the year, the Head of Internal Audit provided substantial assurance over the adequacy of design and effectiveness in operation of the organisation's frameworks of governance, risk management and control.

The opinion was based on the work the Internal Audit Service performed during 2021/22 and 2022/23 in relation to the 2021/22 audit plan, as approved by the Audit Committee in March 2021.

Summary of findings and assurance

Overall governance, risk management and control arrangements

A high-level review was completed in April 2022 and no areas of concern were noted.

Training, learning and development

The audit report was finalised in August 2021 and four medium, and three low residual risk actions had been agreed to enhance the internal review and reporting arrangements in relation to compliance with mandatory training timescales and the recording of training needs, and the formal approval and distribution of the current training plan and policy documents.

Management of on-call provision

The report was finalised in April 2022. One high and three medium risk actions had been agreed in relation to: i) Monitoring and management of compliance with the Working Time Directive; ii) Analysis of exit interviews; iii) Undertaking regular reviews of the hours worked by On-Call firefighters versus contracted hours; and iv) Identification of responsible officers and implementation dates for actions raised in the Service On-Call Key Performance Indicator report prepared for reporting to the Performance Committee.

Accounts payable, Accounts receivable and General ledger

Audit work across each of these three key financial systems was completed in November 2021. No areas for improvement were identified.

HR and Payroll

The review was completed in January 2022. Two low risk actions were agreed relating to the need to ensure all electronic documents were saved on electronic personal folders, and HR to remind managers of the need to submit payroll amendments in advance of the date of change to avoid under or overpayments of salary arising.

Pension fund assurance

Assurance on pension arrangements was derived from the auditors' own audit activity, in relation to pension overpayments, admission of employers to the fund, accounting through the council's general ledger and employers'

contributions (follow up) and was additionally informed by information made available to them from other external assurance providers.

Treasury Management

The review was completed in October 2021. No areas for improvement were identified.

Follow up audit activity

Safeguarding

Follow up work was completed during January 2022. The previous audit provided substantial assurance over the adequacy and effectiveness of the controls in place to support the safeguarding referral process and the working arrangements with partner agencies to help prevent abuse and neglect and to provide a consistent approach when responding to safeguarding concerns. Three low risk actions were agreed with management to address areas identified for improvement. Two of the actions had been implemented with 1 still ongoing relating to the delivery of Safeguarding Awareness talks, which were to be delivered to staff.

General data protection regulations (GDPR)

Follow up work was completed during February 2022. The previous audit provided an opinion of moderate assurance. Overall, a good framework of control was in place to support compliance with GDPR, and whilst the auditors did not identify any significant gaps or weaknesses in the adequacy of the design of the overall control framework, it was noted that as the production of the Record of Processing Activity was incomplete this created a risk that additional information assets would be identified and further work would be needed to put in place all necessary documentation required to demonstrate compliance with GDPR.

Of the eleven actions agreed with management to address areas for improvement, only three (all low risk/ priority) had been completed to date. Progress had been hampered due to key staff posts being vacated in the time since the review was completed, although it was noted that recruitment activity was being progressed. In response to a question from County Councillor Singleton regarding progress against the outstanding actions, the Director of Corporate Services confirmed that progress had not been achieved as it continued to be difficult to recruit.

Other components of the audit plan

National Fraud Initiative

All matches from the current exercise had now been investigated. One error was identified, with no financial impact.

Management Activity

Work in the period has included:

- Production of the 2020/21 Annual Report of the Head of Internal Audit.
- Preparation of the Audit Committee monitoring reports.
- Reissue of the Internal Audit Charter.
- Preparation of the 2022/23 Internal Audit Plan.

- General management and quality assurance procedures.

The delivery of the audit plan was 74 days against the 70 days plan. Action plans had been agreed where appropriate in respect of all final audit report. These indicated that positive action had been or would be taken to address any areas for improvement identified. Implementation of these plans would be followed up as part of the 2022/23 audit plan.

The work of the Internal Auditor was one of the key control measures in place within the Authority. As such, the annual report provided an assurance to Members that risks were being managed and controlled and fed the Authority's overall assessment of the internal controls that operated within the Service.

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

5/22

EXTERNAL AUDIT - AUDIT PLAN

The Chair, County Councillor Shedwick welcomed Helen Stevenson, Audit Manager, Grant Thornton who presented the Audit Plan 2021/22.

It was noted that the external auditors were required to produce an annual audit plan, setting out the areas it intended to review during the year.

Members considered the Audit Plan which included key matters that impacted on the audit, details of significant risks identified and the key aspects of proposed response to the risk, accounting estimates and related disclosures, other matters, materiality, value for money arrangements, risks of significant value for money weaknesses, audit logistics and team and audit fees.

Ms Stevenson advised that the timing of the final visit had moved to August.

RESOLVED:- That the Audit Committee agreed the external audit plan for 2021/22 and the increased fee.

6/22

ANNUAL GOVERNANCE STATEMENT

The Director of Corporate Services presented the report. The Authority was required to publish an Annual Governance Statement along with the Authority's financial statements, following a review of the effectiveness of the internal controls in place. The report and the statement set out the key elements of the Authority's governance framework, how these had been evaluated, the outcome of the assessment of effectiveness and any areas for improvement.

The Audit Committee had previously approved a Code of Corporate Governance, in line with guidance produced jointly by CIPFA (Chartered Institute of Public Finance Accountants) and SOLACE (Society of Local Authority Chief Executives). The Code defined corporate governance as the way an authority ensured that it was doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner.

In order to assess the effectiveness of the Authority's current arrangements a self-assessment had been undertaken by the Executive Board who had considered the various sources of assurance that supported the core principles

outlined in the report and the outcome of this was considered by Members under appendix 1 as now presented. One of the key elements of this was external assurance of the systems, and this was provided by internal and external auditors, both of whom provided positive reports, and by the HMICFRS Inspection which rated the Service as Good.

The assessment also considered recommendations made as part of last year's Annual Governance Statement i) to continue to develop and embed a new assurance monitoring system app to collate information and intelligence from multiple sources as well as linking to national learning; ii) to performance manage the completion of appraisals and introduce new tools to improve the appraisal conversation; iii) produce Community Risk Management Plan covering 2022/27; iv) publish and act on the outcome of the Staff Survey; v) commence a project to replace the existing performance management system; vi) implement an upgraded finance system, including review and implementation of improvements to the monthly budget monitoring process, making greater use of additional functionality provided; and vii) develop business cases where required to ensure that value for money is evidenced.

An update on the position in respect of these was considered by Members. It was noted that some outstanding actions in respect of recommendations from last year's Annual Governance Statement had been delayed due to capacity issues.

It was noted that as a result of various reviews the following area had been identified for further improvement: -

- Embed the Core Code of Ethics into corporate policy, and the recruitment and promotion process.

As part of the review, the Service was required to identify and disclose any significant internal control issues, of which there had been none, hence the overall conclusion was that the system of internal controls was adequate.

The Director of Corporate Services advised that the outcome of the last HMICFRS inspection was awaited and the Governance Statement would be updated once the result was known.

RESOLVED: - That the Committee noted and endorsed the self-assessment and the Annual Governance Statement based on this and recommended that the Chairman of the Authority sign the Statement.

7/22

ACCOUNTING ESTIMATES

The Director of Corporate Services presented the report. It was noted that the International Standard on Auditing (ISA) 540: Auditing Accounting Estimates and Related Disclosures was revised in December 2018 by the International Auditing and Assurance Standards Board (IAASB), an independent standard-setting body that serves the public interest by setting high-quality international standards for auditing, quality control, and review. The auditing standard was revised because Statement of Accounts were increasingly subject to judgements and estimations performed by management and experts on a range of items within them, as required by current accounting standards. These changes required

that auditors should understand and evaluate: “the nature and extent of oversight and governance that the entity has in place over management’s financial reporting process relevant to the accounting estimates.”

The Audit Committee needed to understand what significant estimates would be included within the Statement of Accounts which were those that:

- Required significant judgement by management to address subjectivity;
- Had high estimation uncertainty;
- Were complex to make;
- Had, or ought to have had, a change in method, assumptions or data compared to previous periods; or
- Involved significant assumptions.

The Statement of Accounts contained estimated figures that were based on assumptions about the future or that were otherwise uncertain. Estimates considered past and current trends and/or other relevant factors. However, because balances could not be determined with certainty, actual results could be materially different from the assumptions and estimates.

It was noted that the Statement of Accounts were prepared with the underlying significant assumption of Going Concern, which meant that the Authority considered its financial position to be stable for the foreseeable future, as assessed at the most recent budget setting exercise finalised in February 2022. Accounting standards required that management made an annual assessment of going concern, although the Code recognised that Local Authorities could not be created or dissolved without statutory prescription, the accounts must therefore be prepared on a Going Concern basis. Management had prepared the assessment in line with requirements.

Members considered the significant Accounting Estimates for 2021/22 including the: estimated value, degree of uncertainty and methodology used for the: i) valuation of land and buildings; ii) depreciation of property and equipment; iii) valuation of both Firefighter and Local Government Pension Scheme (LGPS) liability; iv) valuation of LGPS pension asset; v) fair value measurement – private finance initiative schemes; vi) revenue accrual – s31 grant re: business rates additional reliefs in 2021/22; and vii) holiday pay expenditure accrual.

The Director of Corporate Services tabled an amendment to the estimate for Fire value measurements – PFI schemes (as detailed on pages 81 and 82 of the agenda pack) to reflect in the final paragraph that ‘The bond yield rate forecasts had increased since last year end, reflecting the increase in expected future Bank of England base rate forecasts. The reduction in the fair value of the liability, was a product of both the underlying reduction in the liability, as a result of repayments made during the year, and the increase in the future interest rates’.

It was noted that each year Executive Board was asked to consider whether there were any transactions, events, or conditions (or changes in these) that might trigger the recognition of an additional significant accounting estimate, or the potential recognition, known as a contingent liability. Based on the returns received from Executive Board, the contingent liabilities note had been updated to reflect the current position, but there were no further significant events or

transactions identified by this process.

RESOLVED: - That the report be noted and the accounting estimates including the tabled amendment as reported be endorsed.

8/22

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 June 2022 was presented by Andrew Dalecki.

To date, and as expected no days had been spent this financial year on completion of the 2022/23 plan and no individual assignments had been scheduled for completion to date. Time spent between 1 April 2022 and 10 June 2022 in completing assignments from the 2021/22 audit programme had been accounted for within the 2021/22 Annual Report.

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

9/22

RISK MANAGEMENT

The Director of Corporate Services presented a verbal report that highlighted 2 new risks which warranted inclusion on the corporate risk register, and one which required updating:

North West Fire Control

As mentioned at the last Authority meeting the Deputy Mayor of Greater Manchester had written to the Chairs of other constituent Fire Authorities (Cumbria, Cheshire and Lancashire) advising of their intent to review existing arrangements, which may have a longer-term impact.

Reforming Our Fire and Rescue Service White Paper

The Government was consulting on its proposals to reform the fire sector in England which included the potential to transfer fire functions to a single elected individual. Once the outcome was known it may impact on governance and therefore needed to be on the risk register for awareness.

Inflation/Pay Awards

Inflation was already on the corporate risk register concerning i) Increase in costs of and/or lack of availability of goods and services, following Brexit and the current war in Ukraine and ii) increasing energy costs. The Director of Corporate Services reassured Members that even though costs were rising above the estimated inflation levels there was sufficient funding to draw down from reserves. This would be reviewed later in the year when the budget for next year was set.

Pay awards were separately set nationally for green and grey book staff and a 2% award had been estimated in the budget. Pay offers were early in the negotiation stages however, it was likely these would exceed the budgeted allowance.

The Director of Corporate Services confirmed he would keep the Chair and

Vice-Chair aware of any changes and would bring a written report to the November meeting of the Committee.

RESOLVED: - That the Committee agreed the new risks be added to the Corporate Risk Register as well as the updated risk.

10/22

DATE OF NEXT MEETING

The next planned meeting of the Committee would be held on 27 September 2022 at 10:00 hours in the Main Conference Room at Lancashire Fire and Rescue Service Headquarters, Fulwood. It was agreed that the Director of Corporate Services would discuss with the Chair of the Committee whether this meeting was necessary.

Further meeting dates were noted for 29 November 2022 and 28 March 2023 and agreed for 5 July 2023.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Proceedings of Resources Committee held 6 July 2022

(Appendix 1 refers)

Contact for further information:

Diane Brooks, Principal Member Services Officer - Tel: 01772 866720

Executive Summary

The proceedings of Resources Committee meeting held 6 July 2022.

Recommendation(s)

To note the proceedings of Resources Committee as set out at appendix 1 now presented.

Information

Attached at Appendix 1 are the proceedings of the Resources Committee meeting held on 6 July 2022.

Business Risk

Nil

Environmental Impact

Nil

Equality & Diversity Implications

Nil

Financial Risk

Nil

HR Implications

Nil

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: N/A

LANCASHIRE COMBINED FIRE AUTHORITY

RESOURCES COMMITTEE

Wednesday, 6 July 2022, at 10.00 am in the Main Conference Room, Service Headquarters, Fulwood.

MINUTES

PRESENT:

Councillors

D O'Toole (Vice-Chair)
M Pattison
P Rigby (for T Williams)
S Rigby
A Sutcliffe

Officers

J Johnston, Chief Fire Officer (LFRS)
K Mattinson, Director of Corporate Services (LFRS)
B Warren, Director of People and Development (LFRS)
J Hutchinson, Human Resource Business Partner (LFRS)
M Nolan, Clerk and Monitoring Officer to the Authority
D Brooks, Principal Member Services Officer (LFRS)
L Barr, Member Services Officer (LFRS)

In attendance

K Wilkie, Fire Brigades Union

1/22 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Tony Williams and County Councillors: Lorraine Beavers, Jennifer Mein, Sean Serridge and Ron Woollam.

2/22 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

3/22 MINUTES OF THE PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on 30 March 2022 be confirmed as a correct record and signed by the Chairman.

4/22 YEAR END TREASURY MANAGEMENT OUTTURN

The report set out the Authority's borrowing and lending activities during 2021/22. All treasury activities undertaken throughout the year were in accordance with the Treasury Management Strategy 2021/22.

Economic Overview

There were a number of key economic issues in 2021/22. Initially, the continuing economic recovery from coronavirus pandemic was a dominant feature but as the year progressed concerns about inflation, the potential for higher interest rates and possibility of a future recession were major issues.

The Bank rate was 0.1% at the beginning of the financial year. Although April and May saw the economy gathering momentum as pandemic restrictions were eased, market expectations were that the Bank of England would delay rate rises until 2022. However, the rise in inflation changed the position and saw the Bank Rate increase the rate late in 2021.

UK Consumer Prices Index (CPI) was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. However, a combination of rising global costs, strong demand and supply shortages saw large increases in inflation. CPI for February 2022 registered 6.2% year on year, up from 5.5% in the previous month.

As a response to the increase in inflation the Bank of England made the following increases in the Bank Rate: December 2021 increase to 0.25%; February 2022 increase to 0.5%; and March 2022 increase to 0.75%. In its March interest rate announcement, the MPC noted that the invasion of Ukraine had caused further large increases in energy and other commodity prices, with the expectation that the conflict would worsen supply chain disruptions around the world and push CPI inflation to around 8% later in 2022.

The continuing uncertainty had seen gilt yields increase. The costs of authorities borrowing from the Public Loans Work Board were related to the bond yields and therefore the cost of borrowing had increased. For example, for a 10-year PWLB fixed rate loan taken on the 1 April 2021 interest was at a rate of 1.7%. An equivalent loan taken on 31 March 2022 was at 2.81%.

Borrowing

The borrowing of the Fire Authority had remained unchanged at £2m. The current capital programme had no requirement to be financed from borrowing until 2025/26 and the debt related to earlier years' capital programmes. While the borrowing was above its Capital Financing Requirement (CFR), the underlying need to borrow for capital purposes, this was because the Fire Authority had a policy of setting aside monies in the form of statutory and voluntary minimum revenue provision (MRP) in order to repay debt as it matured or to make an early repayment. Consideration had been given to repaying the £2m but the penalties incurred on repaying the loans early would incur significant costs estimated at £0.9m. Also, any early repayment meant that cash balances available for investment would be reduced and hence interest receivable would also be reduced. It was concluded that the repayment was not considered to be financially beneficial at the time. However, the situation was periodically reviewed by the Director of Corporate Services.

Investments

Both the Chartered Institute of Public Finance and Accountancy (CIPFA) Code and the Ministry of Housing, Communities and Local Government (MHCLG)

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. Throughout the year when investing money, the key aim was to strike an appropriate balance between risk and return.

In order to reduce credit risk to the Authority, Lancashire County Council (LCC) (credit rating by Moodys Aa3) was the main counterparty for the Authority's investments via the operation of a call account. However, the Treasury Management Strategy did permit investment with other high-quality counterparties including other local authorities. During the year the cash held by the Authority had been positive with the highest balance being £46.7m and the lowest £30.8m. The monies invested with Lancashire County Council ranged between £36.7m to £17.6m.

By placing monies in longer term fixed rate investments it was anticipated that a higher level of interest would be earned. However, having fixed term deals did reduce the liquidity of investments and therefore their use was limited. At the year-end fixed investments of £15m were in place. During the year one fixed term investment had matured and one new investment was made. The table on page 13 of the agenda pack showed the interest earned on fixed term investments.

The call account provided by LCC paid the base rate throughout 2021/22. Each working day the balance on the Authority's current account was invested in this to ensure that the interest received on surplus balances was maximised. The average balance in this account during the year was £25.8m earning interest of £0.047m.

The overall interest earned during this period was £0.205m at a rate of 0.56% which compared favourably with the benchmark 7-day index (Sterling Overnight rate 7 day rate) which averaged 0.2% over the same period.

All of these investments were made in accordance with the current Treasury Management Strategy and the CIPFA treasury management code of practice.

Cash flow and interest rates continued to be monitored by the Director of Corporate Services and the County Council's treasury management team, and when rates were felt to be at appropriate levels further term deposits would be placed.

County Councillor O'Toole queried whether the Authority benefitted from the success of the County Council Treasury Management Strategy. The Director of Corporate Services advised that the Authority had a different risk appetite and therefore did not share the County Council's rate of return.

Prudential Indicators

In order to control and monitor the Authority's treasury management functions, a number of prudential indicators had been determined against which performance could be measured. The revised indicators for 2021/22 were presented alongside the actual outturn position.

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

YEAR END CAPITAL OUTTURN

The report presented the year end position for the Authority's capital programme including how this had been financed and the impact of slippage from the 2021/22 capital programme into the 2022/23 programme.

The final capital programme for 2021/22 was £4.451m. Total capital expenditure for the year was £3.350m, reflecting £1.083m of slippage and an underspend of £18k, as set out in the report as now considered, and in appendix 1. The programme had been financed in year, from a combination of revenue contributions (£2.373m) and a drawdown of capital reserves (£0.977m).

Prudential Indicators 2021/22

Under the prudential framework the Authority was required to identify various indicators to determine whether the capital programme was affordable, prudent and sustainable.

The revised indicators, after allowing for the various changes to the capital programme, were set out in the report alongside the actual outturn figures which confirmed that performance had been within approved limits.

The Impact of Slippage from the 2021/22 Capital Programme into the 2022/23 Programme

The original approved capital programme for 2022/23 was £8.9m. This had been updated for slippage as set out in the report. In addition, a review of likely timing of capital schemes had been undertaken and as a result £0.9m of property and £0.2m of ICT schemes needed to be slipped into 2023/24.

As a result, the final proposed capital programme for 2022/23 was £9.0m, which was funded from capital grant, revenue contributions, earmarked reserves and capital reserves. The revised programme and its funding were considered by Members as set out in appendix 2. It was noted that additional budget requirement for vehicles included 5 additional vehicles for flexi duty officers which reflected how many officers had chosen to move to a provided vehicle. The Director of Corporate Services explained that as new Officers took up posts the vehicle requirement could change hence it was proposed that the Treasurer be able to agree an increase in vehicle provision up to a maximum of a further 3 vehicles per annum.

The report set out revised prudential indicators for 2022/23-2024/25, showing that the revised programme, despite requiring some borrowing in 2024/25 remained affordable, prudent and sustainable.

Capital Reserves

The capital programme over the next 5 financial years would use all the capital reserves and receipts.

In response to a question raised by County Councillor Steve Rigby the Director of Corporate Services advised that new vehicles were hybrid vehicles and a policy decision was taken many years ago to purchase vehicles outright (rather than lease) based on a view that this was marginally cheaper and it gave greater flexibility.

In response to a question raised by County Councillor O'Toole regarding the policy on vehicle usage, the Director of Corporate Services advised that the Service policy prohibited private use (unless staff were on 24-hour duty).

RESOLVED: - That the Committee: -

- i) Noted the capital outturn position and the financing of capital expenditure 2021/22;
- ii) Approved the revised 2022/23 capital programme, and the financing of this and the prudential indicators;
- iii) Delegated approval to the Treasurer to increase the capital programme in respect of Flexi Duty Officer cars up to a maximum of 3 additional vehicles in any one year, such approval to be retrospectively reported to the Committee.

6/22

YEAR END REVENUE OUTTURN

This report presented the revenue outturn position and the impact of this on usable reserves. The annual budget for the year was set at £58.175m. The final outturn position showed net expenditure of £57.844m, giving a total underspend for the financial year of £0.331m which was broadly in line with previous forecasts.

As set out in the Year End Usable Reserves and Provisions Outturn report (reported elsewhere on the agenda) it was proposed to transfer the full amount into capital funding reserve, reducing future borrowing requirement.

The detailed final revenue position was set out in Appendix 1, with major variances being summarised in the report.

The Director of Corporate Services highlighted:

Covid-19

Funding of £1.6m had been received since March 2020. In addition, as previously reported £0.2m of travel/mileage budgets had been transferred into this reserve to reflect savings in respect of differing working practices, resulting in a total funding of £1.8m. As at the end of January the budget had been fully utilised.

TOR

The year end underspend was consistent with previous reports largely reflecting the position with apprentice levy income for wholtime recruits, which had seen an increase due to an increase in the base funding level and the co-investment income received in respect of these apprentices, once our own levy pot had been exhausted.

Non DFM

Overall the final outturn position was broadly consistent with previous reports which reflected: i) the £0.3m funding gap identified at the time of setting the budget; ii) additional RCCO of £0.1m approved during the year; iii) the transfer of £0.5m into the PFI earmarked reserve, reflecting the confirmed inflation increase of 8%; iv) the PFI re-financing gain of £0.2m; and v) an additional

£0.1m of section 31 grant reflecting the final position in respect of business rate reliefs and income tax guarantee scheme relating to 2020/21 collection fund shortfalls.

Support Staff

The final outturn position was consistent with previous reports, with the current vacancy factor being circa 12%-13%, far in excess of budget. This was partly offset by the unfunded pay award for green book staff and by the use of agency staff to cover some posts.

Grant Funding

The Authority received specific grants from the Government in respect of various new initiatives. These were included in the revenue budget position presented with any unspent funding being carried forward as an earmarked reserve.

Delivery against savings targets

It was noted that performance was ahead of the annual target, largely due to savings in respect of staffing vacancies and procurement savings on several vehicles.

RESOLVED: - That the Committee noted and endorsed the outturn position on the 2021/22 and the associated transfer of this to the capital funding reserve.

7/22

YEAR END USABLE RESERVES AND PROVISIONS OUTTURN

The report presented the year end outturn position in respect of usable reserves and provisions based on the information reported in the Revenue Outturn, Capital Outturn and Treasury Management Outturn reports.

The Authority approved the reserves and balances policy as part of its budget setting process in February, with the year-end outturn position being reported to Resources committee and included in the statement of accounts. The previously reported Revenue Outturn, Capital Outturn and Treasury Management Outturn all fed the Authority's overall reserves position, which was considered by Members as summarised in the report.

General Reserve

These were non-specific reserves kept to meet short/medium term unforeseeable expenditure and to enable significant changes in resources or expenditure to be properly managed in the medium term.

The Authority needed to hold an adequate level of general reserves in order to provide:-

- A working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing;
- A contingency to cushion the impact of unexpected events;
- A means of smoothing out large fluctuations in spending requirements and/or funding available.

As a precepting Authority any surpluses or deficits were transferred into/out of reserves in order to meet future potential commitments. Given the Authority's current general fund balance stood at £6.0m and the scale of the capital

programme was proposed that the revenue underspend, £331k was transferred into the capital funding reserve, reducing future borrowing requirement, hence the year-end General fund balance would remain at £6.0m compared with the target range agreed by the Authority at its February meeting of £4.0m to £10.0m.

Earmarked Reserves

The reserve covered all funds, which had been identified for a specific purpose. The overall reserves level had reduced from £10.8m to £9.8m, with the detailed position in respect of the various earmarked reserves considered by Members as set out in the report.

The Director of Corporate Services highlighted:

PFI Equalisation Reserve – This reserve was to smooth out the annual net cost to the Authority of both PFI schemes and would be required to meet future contract payments. The level of reserve required to meet future contract payments had been updated to reflect current and forecast inflation levels.

Insurance Aggregate Stop Loss – The Authority had aggregate stop losses (ASLs) on both its combined liability insurance policy (£0.4m) and its motor policy (£0.3m). This meant that in any one year the Authority's maximum liability for insurance claims was capped at the ASL. As such the Authority could either meet these costs direct from its revenue budget or could set up an earmarked reserve to meet these. Lancashire had chosen to meet the potential costs through a combination of the two. Hence, the amount included in the revenue budget reflected charges in a typical year, with the reserve being set up to cover any excess. As such, the reserve, combined with the amounts within the revenue budget, provided sufficient cover to meet 2 years' worth of the maximum possible claims. It was noted that the revenue budget allocation had also been reduced in recent years, reflecting the claims history. Without holding this reserve to cushion any major claims that may arise, this would not have been possible. There was no utilisation during 2021/22 as the costs were met from the revenue budget and existing insurance provision.

Prince's Trust – This reserve had been established to balance short term funding differences and to mitigate the risk of loss of funding and enable short term continuation of team activities while alternative funding was found. Without this reserve any significant loss of funding would have an immediate impact on our ability to deliver the Prince's Trust programme and hence improve the lives of younger people.

Section 21 Business Rate Relief Grant in 2020/21 the Government had provided Section 31 rate relief grant to individual billing authorities in order to cover the additional in-year reliefs provided as a result of the pandemic. Business rates were split between the Government, billing authorities, Lancashire County Council and ourselves; we received 1% of the total, as such this grant should be split in line with business rates. However, the Government allocated all of this to billing authorities to aid cash flow, with the correct distribution anticipated in the new year, once the outturn business rates position had been agreed. As such, we accrued £1.9m for our anticipated share of this in 2020/21 and carried this forward via this reserve in order to meet the business rate collection fund shortfall that had arisen. This was drawn down in 2021/22. However a similar exercise was undertaken in respect of 2021/22 resulting in an

estimated £1.1m now being due to the Authority, ie: a net reduction of £0.8m.

It was noted that a number of the reserves were short-term holding reserves and as such it was anticipated drawing down these and reducing the earmarked reserves to approximately £7m by March 2027, the majority of which would be attributed to the private finance initiative reserve and the insurance reserve.

Capital Reserves and Receipts

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; as such they could not be used to offset any deficit on the revenue budget, without having a significant impact on the level of capital programme that the Authority could support.

Capital Receipts were generated from the sale of surplus assets. In 2021/22, £977k was utilised of capital reserves. However, this was partly offset by the proposed transfer of £336k from earmarked reserves. £3k of unused RCCO and of £331k from the general reserve, representing the in-year revenue underspend. In addition, the sale of vehicles generated £3k of capital receipts.

As a result of this the Authority currently held £19.4m of capital reserves/receipts. However, the 2022/23-2026/27 capital programme, after allowing for slippage, showed all of this being utilised over the next 3 years of the capital programme.

North West Fire Control Reserves

The North West Fire Control (NWFC) reserves brought forwards formed part of the opening balances, and the draft accounts' balances were included in the report and the draft accounts. This was not available for use as it was the Authority's share of the NWFC required reserves.

Provisions

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

- Insurance Provision, which covered potential liabilities associated with outstanding insurance claims. A review had not yet been undertaken.
- Business Rates Collection Fund Appeals Provision, which 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. A review had not yet been undertaken.

The overall position at year end showed the Authority (excluding draft North West Fire Control balances) holding £36.7m of reserves and provisions compared with the anticipated £35.3m identified in the Reserves and Balances Policy, agreed in February; the majority of the difference reflecting the additional capital slippage.

At this level the Treasurer believed these were adequate to meet future requirements in the medium term.

In response to a question raised by County Councillor O'Toole, the Director of

Corporate Services advised that the official deadline for local authority returns for the business rates collection fund was the end of June. He acknowledged that capacity was a common theme and advised that if the returns were not submitted, an estimate would be provided in the accounts.

County Councillor Steve Rigby queried the contract lengths of the PFI schemes and whether it was possible to buy out of them, given the rise in inflation rates. In response, the Director of Corporate Services advised that the Authority had 2 separate Private Finance Initiative (PFI) contracts: i) for 2 stations which went live in 2003/04 and ii) another much larger scheme across the North West for 16 stations (4 in Lancashire) which went live in 2011/12. The first contract was for 30 years and the second for 25 years. He advised that national contracts had been adopted which had 3 cost elements: i) fixed, ii) increased with a fixed inflation rate and iii) facilities management (repairs, maintenance, energy and cleaning etc) which increased with RPI. Even if we ran the buildings ourselves we would suffer from inflation increases. It was possible to buy out of the scheme but this would be costly and more complicated with the second contract as it was in partnership with Cumbria and Merseyside Fire and Rescue Services and would have to be agreed jointly. Consideration would need to be given to the level of reserves and the potential for borrowing therefore this was not considered at the moment to be a viable option.

County Councillor Steve Rigby commented that PFI schemes had been discredited because the impact on revenue from having a set maintenance schedule. The Director of Corporate Services advised that there were conversations on what maintenance was required throughout the life cycle of the programme and there was a requirement in the contract regarding the building condition at the end of the contract.

RESOLVED: - That the Committee: -

- i) noted the utilisation of £690k of earmarked reserves;
- ii) agreed the year end transfers associated with the revenue outturn, £331k to the capital funding reserve;
- iii) noted the transfer of £336k from earmarked reserves into capital reserves;
- iv) agreed the year end capital outturn drawdown from capital reserves of £977k;
- v) noted the transfer of £15k of unused RCCO to capital reserves;
- vi) noted £3k of capital receipts;
- vii) noted that NWFC accounts had not yet been received in order to calculate our share of their reserves, nor were we able to calculate our share of the Business Rates Collection Fund Appeal Provision; and
- viii) noted and endorsed the overall level of reserves and provisions as set out in the report.

8/22

FINANCIAL MONITORING

The Director of Corporate Services advised that this report set out the current budget position in respect of the 2022/23 revenue and capital budgets. The overall position at the end of May was an overspend of £0.1m, largely as a result of price increases associated with energy and fuel.

The year-to-date 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
	£'000	
Fleet & Technical services	38	The increase in fuel prices was reflected in the overspend to date. The budget allowed for 12.5% increase in fuel costs, but the actual increase was significantly higher than this, approx. 50%, which equated to approx. £125k. In terms of usage it was too early to base any year end forecast on this, but this would continue to be monitored.
Property	94	The increase in energy prices was reflected in the overspend to date. The budget allowed for 25% increase in fuel costs, but the actual increase was significantly higher than this, approx. 100%, which equated to approx. £300k. In terms of usage it was too early to base any year end forecast on this, but this would continue to be monitored.
Wholetime Pay	(55)	The majority of the underspend was attributable to the slight shortfall in recruit numbers in April / May; 19 as opposed to 25. Retirements and leavers were broadly in line with forecast. In addition to this, there were some timing issues in terms of claims for overtime etc., which were particularly relevant in April, whereby outstanding claims were fully accrued as part of the year end process but where there can be a delay in personnel submitting claims for these.
On Call Pay	14	This was broadly in line with budget.
Associate Trainers pay	13	Associate trainers were used to provide greater flexibility to match resource to demand, offsetting shortfall in trainer numbers and meet peak demands in activity at Training Centre. Expenditure was broadly in line with budget.
Support staff (less agency staff)	(1)	The budget was adjusted to take account of the increased level of vacant support post within the Service. Whilst a number of posts remained vacant, agency staff were being utilised to fill some of these, resulting in a broadly balanced budget.

Apprentice Levy	(4)	The apprentice levy was payable at 0.5% of each month's payroll costs. Expenditure was in line with budget.
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It was noted that the budget allowed for 2% pay awards for both grey and green book personnel. The pay claims for both groups were significantly higher than this and hence the budget may come under increasing pressure from this, as well as the general cost of living increase.

Capital Budget

The Capital budget for 2022/23 stood at £9.0m. There had been very little spend against the resultant programme, just £0.2m mainly against Support Vehicles. The current position against the programme as set out below:

	Spend to 31 May £m	
Operational vehicles	-	The budget allowed for the replacement of various operational vehicles. 13 pumping appliances had already been ordered (7 this year and 6 next year) , 2 Command Units and an ALP, but these wouldn't be delivered until much later in the year, hence no costs have been incurred to date.
Support vehicles	0.1	This budget allowed for the replacement of various operational support vehicles, whilst some of these had already been delivered, the shortage of raw materials was affecting both the timeframe for delivery and the cost of vehicles, and hence this budget/timing may need adjusting during the year.
Operational Equipment	-	This budget allowed for the piloting of CCTV on a number of pumping appliances and the replacement of light portable pumps, both of which had been ordered but again had not yet been delivered. In addition, the budget allowed for the replacement of cutting and extrication equipment where the project was in the early stages, where costs may change depending on the type of equipment purchased and whether this was a whole scale replacement or not.
Building Modifications	0.1	This budget allowed for: <ul style="list-style-type: none"> • The replacement of 4 drill towers, where one tower, Blackpool, was completed in June, and where contracts had now been let for a further 2 towers, Tarleton and Bolton le Sands. • Enhanced facilities at Hyndburn fire stations, where a contract had been awarded

		<ul style="list-style-type: none"> £0.2m in relation to fees associated with developing plans for the replacement of Preston Fire Station.
IT systems	-	The majority of the capital budget related to the national Emergency Services Mobile Communications Project (ESMCP), to replace the Airwave wide area radio system and the replacement of the station end mobilising system. The ESMCP project budget, £1.0m, was offset by anticipated grant, however the timing of both expenditure and grant was dependent upon progress against the national project. This national project had suffered lengthy delays to date, hence was included within slippage into the next financial year. The balance of the budget related to the replacement of various systems and ICT hardware, in line with the ICT asset management plan. Whilst no costs had been incurred in the year so far, it was noted that contracts had been awarded or were in the process of doing so for several of the systems, totalling over £1.0m of capital spend.
Total	0.2	

The costs to date would be met by revenue contributions.

It was noted that significant cost increases continued to be seen across various supply chains, and in particular in construction projects and this would 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 may lead to further slippage.

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

9/22

DATE AND TIME OF NEXT MEETING

The next meeting of the Committee would be held on 28 September 2022 at 1000 hours in the Main Conference Room at Lancashire Fire and Rescue Service Headquarters, Fulwood.

Further meeting dates were noted for 30 November 2022 and 29 March 2023 and agreed for 10 July 2023.

10/22

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.

11/22 GREEN BOOK SUPPORT STAFF SUSTAINABILITY UPDATE

(Paragraphs 3 and 4)

The Director of People and Development provided a verbal update on the positive steps the Service had taken to improve support staff sustainability.

RESOLVED: - That the report be noted.

12/22 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 ongoing situation be noted.

13/22 IDRP - STAGE 2

(Paragraphs 1, 4 and 5)

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

RESOLVED: - That the Committee declined the applications presented.

14/22 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.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

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Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Notes of Strategy Group held on Monday, 11 July 2022

Contact for further information:

Diane Brooks, Principal Member Services Officer - Tel No (01772) 866720

Executive Summary

Report on proceedings of Lancashire Combined Fire Authority Strategy Group held at the Service Training Centre, Euxton on Monday, 11 July 2022.

Recommendation

That the Authority note the proceedings as set out in this report.

PRESENT:	
<u>Councillors</u>	
D O'Toole (Chairman)	S Morris
J Shedwick (Vice-Chair)	M Pattison
L Beavers	P Rigby
S Clarke	J Singleton
N Hennessy	D Smith
A Kay	A Sutcliffe
H Khan	T Williams
Z Khan	R Woollam
J Mein	B Yates

Information

1/22	<p><u>CHIEF FIRE OFFICER INTRODUCTION - NATIONAL CONTEXT</u></p> <p>The Chief Fire Officer welcomed new Independent Persons Julie Byrom and Ann Highton to the meeting.</p> <p><u>Reforming Our Fire and Rescue Service White Paper</u> Members considered the Home Office public consultation document 'Reforming Our Fire and Rescue Service' which outlined proposals to reform the fire sector in England across the principal areas of: People, Professionalism and Governance. This sought:</p> <p><u>People</u> – to introduce changes that would allow fire professionals to further develop their skills and thrive in their work. To clarify the role of fire and rescue services and of the firefighter, unlock talent and improve diversity within services, taking action to ensure the creation of a positive culture was supported, and to further develop schemes to consistently identify and nurture talent. The government</p>
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would also commission an independent review into the current pay negotiation process and consider if it was fit for a modern emergency service.

Professionalism – to modernise the fire and rescue service, to enable greater professionalism and to ensure that the government was recruiting and training fire and rescue services to be the best that they could be. To increase professionalism by moving from a Fire Standards Board to the creation of a College of Fire and Rescue. To develop a mandatory 21st century leadership programme for progression to senior roles, set clearer entry requirements for recruitment, and put in place a statutory code of ethics and a fire and rescue services oath.

Governance – to strengthen governance arrangements and transfer fire functions to a single, elected – ideally directly elected, individual who would hold their operationally independent Chief Fire Officer to account. This person could be a mayor (who could delegate day-to-day oversight to a deputy mayor), or a council leader (who could delegate to a cabinet member) or a Police, Fire and Crime Commissioner. The intention would be to implement Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Services’ (HMICFRS) recommendation to confer operational independence on Chief Fire Officers which could be alongside making Chief Fire Officer corporations sole, thereby making them the employers of fire professionals. The government proposed to clearly define the role and responsibilities of both the executive leader and chief fire officer with clear demarcation between the two.

The Chief Fire Officer advised that the White Paper had been informed by the National Fire Chief Council led ‘Fit for the Future’ initiative in association with key stakeholders. Fit for the Future aimed to create a future vision for the reform of fire and rescue services in England, using an evidence-based approach to drive improvement within the Sector in an integrated way which included recommendations from the Grenfell Tower fire; HMICFRS; Dame Judith Hackitt’s review and a number of previous reviews.

The consultation had commenced 18 May 2022 and would end 26 July 2022.

The Chairman encouraged Members to respond to the consultation. As agreed at the Authority meeting in June, the Chief Fire Officer would be drafting a response on behalf of the Authority in consultation with political leaders; alongside drafting a separate response on behalf of the Service.

2/22

HER MAJESTY’S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES

The Chief Fire Officer advised that the Service was first inspected during the summer of 2018. The inspection focussed on: i) how effective was the Service at keeping people safe and secure from fire and other risks; ii) how efficient was the Service at keeping people safe and secure from fire and other risks; and, iii) how well did the Service look after its people. Across these 3 pillars, and under the 11 sub-categories the Service was rated as ‘Good’ across all areas with promoting the right values and culture rated as ‘Outstanding’.

The latest inspection by Her Majesty’s Inspectorate of Constabulary and Fire and Rescue Services concluded on 24 January 2022. Although the Service had received its results these would not be made public by the Home Office until the

	<p>end of July. The Home Office assessment report would give an overview of the main findings from the 15 Services in England inspected in this tranche.</p>
3/22	<p><u>EMERGENCY COVER REVIEW PROCESS AND PROPOSALS</u></p>
	<p>The Deputy Chief Fire Officer presented an overview of the Emergency Cover Review process, timeline and options which would be discussed under part 2 of the next Planning Committee meeting.</p> <p>Every 3 years the Authority considered a strategic review of fire and rescue service emergency response across the county which included fire appliances, stations and associated staffing arrangements.</p> <p>Following the Planning Committee in February 2022 the Service had undertaken a strategic examination of activity levels, changes in fire risk and availability of resources alongside an assessment of the number of front-line fire engines, fire stations, specialist appliances and associated staffing arrangements required to meet the activity levels and risk across Lancashire.</p> <p>Planning Committee in July 2022 would confidentially consider draft proposals and agree the option for public consultation. In November 2022 the Strategy Group would receive an update on the consultation prior to the Planning Committee meeting which would then formally consider consultation responses, whether the consultation had been adequate in scale and scope and agree recommendations for the Authority to consider at its meeting in December 2022.</p>
4/22	<p><u>COLLABORATION UPDATE</u></p>
	<p>The Assistant Chief Fire Officer advised that the Policing and Crime Act provided for collaboration between emergency services to achieve closer working, collaboration and integration where appropriate in the interests of greater transparency, efficiency gains and improved value to the community.</p> <p>The Service worked collaboratively supporting the most vulnerable members of the public through information sharing agreements and partaking in safe and well visits. The Service also gained entry to premises on behalf of North West Ambulance Service for medical emergencies, it supported Police searches for missing persons using drones and it had a number of co-location agreements in place with the Police.</p> <p>Prior to the pandemic a Blue Light Collaboration Programme Board and a Collaborative Working Group were established to oversee collaboration activity.</p> <p>During the response to covid, blue light services worked together to respond at a local level through the Resilience Forum with the Service delivering: i) face fitting for masks to be used by frontline NHS staff; ii) casualty transportation; iii) vulnerable person contacts and visits for the delivery of essential items; iv) delivery of PPE and other medical supplies to NHS and care facilities; v) supporting the national vaccination programme including logistical support and the delivery of vaccinations.</p>

	As services moved from the emergency phase of the pandemic into recovery, there had been an opportunity to reconvene the Blue Light Collaboration Board meetings with update reports presented to Planning Committee.
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Business Risk

None

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: N/A

Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Proceedings of Planning Committee held 18 July 2022

(Appendix 1 refers)

Contact for further information:

Diane Brooks, Principal Member Services Officer - Tel: 01772 866720

Executive Summary

The proceedings of Planning Committee meeting held 18 July 2022.

Recommendation(s)

To note the proceedings of Planning Committee as set out at appendix 1 now presented.

Information

Attached at Appendix 1 are the proceedings of the Planning Committee meeting held on 18 July 2022.

Business Risk

Nil

Environmental Impact

Nil

Equality & Diversity Implications

Nil

Financial Risk

Nil

HR Implications

Nil

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: N/A

LANCASHIRE COMBINED FIRE AUTHORITY

PLANNING COMMITTEE

Monday, 18 July 2022, at 10.00 am in the Main Conference Room, Service Headquarters, Fulwood.

MINUTES

PRESENT:

Councillors

S Clarke (Chair)
J Singleton (Vice-Chair)
N Hennessy
F Jackson
D O'Toole
S Rigby
J Shedwick
T Williams

Officers

S Healey, Deputy Chief Fire Officer (LFRS)
T Powell, Group Manager, Corporate Programme and Intelligence (LFRS)
C West, Station Manager, Corporate Programme and Intelligence (LFRS)
S Collinson, Head of Media and Communications (LFRS)
D Brooks, Principal Member Services Officer (LFRS)
L Barr, Member Services Officer (LFRS)

In attendance

K Wilkie, Fire Brigades Union

1/22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Jane Hugo and County Councillor Munsif Dad.

2/22 DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS

None received.

3/22 MINUTES OF PREVIOUS MEETING

RESOLVED: - That the Minutes of the last meeting held on the 7 February 2022 be confirmed as a correct record and signed by the Chairman.

ANNUAL SERVICE REPORT

The Deputy Chief Fire Officer presented the report. The Annual Service Report (ASR) was produced annually by the Service as part of its accountability to measure progress against the items set out as deliverables as part of the Annual Service Plan which were derived from the Community Risk Management Plan.

It was noted that during the previous year the Service adapted to delivering services alongside supporting the ongoing response to the Covid-19 pandemic in Lancashire; proud to continue playing a central role, working as one team with partner agencies in the Lancashire Resilience Forum. After helping to establish vaccination centres in the previous year, in 2021-22 the Service continued to support local NHS services to deliver the vaccination programme. This included helping to deliver booster jabs to protect people against the Omicron variant during Christmas and New Year. Over the course of the pandemic, the Service helped to deliver approximately 500,000 vaccinations, with around 125,000 vaccines administered by Lancashire Fire and Rescue Service (LFRS) staff. Continued support would be provided to Lancashire's recovery from the pandemic for as long as was needed. This vital work was carried out alongside an increase in regular activity compared to the first year of the pandemic. Last year the Service attended almost 19,000 emergency incidents (an increase of around 10%) and conducted over 17,600 home fire safety checks (an increase of over 30%).

Despite challenging circumstances, both frontline and support staff maintained the highest standards while responding to emergencies and delivering services that keep communities in Lancashire safe. In 2021-22 several important areas of work were progressed that would ensure the Service was in a strong position to respond to changing risks in Lancashire, in particular climate change emergencies and extensive reform to business fire safety. Numerous significant and complex emergencies were also responded to throughout the year which had been conducted with exceptional skill and professionalism.

The Annual Service Report as now considered by Members, reviewed progress through the 2021 – 2022 reporting year and highlighted a number of key deliverables against the priority areas of: people, prevention, protection, response and value for money related work streams:

Our year in numbers

The Deputy Chief Fire Officer advised that the report included a summary table of the Service's performance:

Incidents attended	18,932
Average attendance time	7 min 56 seconds
Fires attended	5,372
Accidental dwelling fires (ADFs)	845
People lost their lives in ADFs	6
Casualties from ADFs	40

ADFs with a low or medium fire severity	94.2%
On-call fire engines available to respond to incidents	79.1%
Missing person searches (supporting other emergency services)	33
Gaining entry to property incidents (supporting other emergency services)	761
Road traffic collisions attended	721
On-call firefighters recruited	50
Home Fire Safety Checks delivered	17,632
Children and young people received prevention education	66,141
People took part in road safety education	13,704
Fire safety enforcement notices issued	102
Businesses prohibited from operating	16

Preventing fires and other emergencies from happening and protecting people and property when they do

Review of the Home Fire Safety Check referral pathway

This project involved working with partners to ensure the Home Fire Safety Check (HFSC) continued to target prevention activity at the most vulnerable people and properties in Lancashire. Following review and feedback from partners, the quality and management of HFSC referrals had been improved through improved communication and establishing a seamless process when unable to contact someone who has been referred through the service. The extensive partnership work that has been carried out culminated this year in the introduction of new ways of working for community safety and operational staff.

Embed Adverse Childhood Experience awareness

Awareness of the impact of traumatic experiences in childhood on behaviour had been embedded across the Service through toolbox talks, e-learning and as part of new recruits' training with the aim of delivering more informed and effective community fire safety and youth engagement activity. It was intended to build on this foundation as through the introduction of trauma informed practice.

Built Environment Assessment Team

Established to address the evolving risks posed by an increasingly complex built environment and the potential for buildings to perform unexpectedly in a fire, the team had increased knowledge and understanding of buildings in Lancashire with core services across prevention, protection and operational response strengthened and improved as a result of its recommendations. How staff are trained to assess risk in the built environment now drew on refreshed guidance which reflected national learning from significant incidents. Bespoke guidance had been provided to firefighters to support safe and effective response activities and operational crews were now delivering business fire safety checks. The role of Built Environment Risk Managers had been established and the Service would soon be recruiting. Responsibilities included accelerating organisational

knowledge, understanding and competence in this area.

Responding to fires and other emergencies quickly and competently

Strengthen operational assurance

The assurance monitoring system (AMS) was sector-leading software developed in Lancashire. It had improved the way data was analysed and trends identified and it applied learning from exercises and incidents, including national learning. For example, the system was used to track progress against the Grenfell Tower Inquiry action plan. Information from the debrief app, which captured learning from incidents and exercises, was automatically transferred to the AMS and analysed to inform improvements in how the Service planned, prepared for and responded to emergencies.

Respond to the impacts of climate change

The Service continued to adapt and invest in understanding and mitigating climate change emergencies in the county. A new climate change operational response plan had been launched, which identified the increasing impacts and consequences of climate change in terms of both prevalence and duration of large-scale flooding and wildfire events. As part of that plan investment had been made in two new Hagglund vehicles which helped the Service to respond more efficiently and effectively to fires and flooding incidents that occurred in difficult to access locations. This investment had expanded the developing wildfire and flood rescue response capabilities. Every firefighter in the Service already had a bespoke flood suit and this year they would receive specialist personal protective equipment for fighting wildfires, making Lancashire the first Fire and Rescue Service in the UK to have wildfire kit for all frontline responders.

Optimise rota management

Following a trial in 2020-21 to introduce several new processes designed to make detachment and overtime planning more efficient, the Service had further reviewed and updated its ways of working.

The staffing management app continued to be developed to ensure optimum staffing levels were maintained across a number of wholetime and on-call duty systems in a more efficient way. The latest developments included broadening access to the app for on-call firefighters.

Replace incident command units and software

Incident command units were critical to how complex or large-scale incidents were managed. The Service had produced and tested a specification for new vehicles that would lead to more effective incident management in the future, which included new software that would enable the sharing of information safely and efficiently across the incident ground. A contract for two new command units had been awarded with arrival into the Service expected in 2023-24.

Evaluate tools to strengthen our response

Designed to reduce incident response times, during 2020-21, and following a trial, the Service expanded a pre-alerting system to wholetime and on-call fire stations. The system provides early mobilisation messages which have

improved average reaction times to incidents across all duty systems. Pre-alerting has been implemented across fire stations and continues to be refined based on feedback from operational crews. Research into a software system that provided dynamic cover data had been concluded with plans to introduce this during 2022-23 to help ensure resources were available in the right place, at the right time.

Valuing our People so they can focus on making Lancashire safer

Develop a strong organisational culture based on values and wellbeing

A programme of work to continue developing an organisational culture that promotes a healthy state of wellbeing and truly represents the Service's STRIVE values: service, trust, respect, integrity, valued and empowerment.

- Supervisory and middle managers continued to progress their development through the Institute of Leadership and Management at levels 3 and 5.
- Promotion pathways had been reviewed and implemented creating opportunities for talented individuals to progress more quickly via a talent gateway assessment. This also allowed on-call incident commanders the opportunity to be considered for wholetime supervisory manager roles where they met the essential requirements.
- During 2021-22 the Service introduced a team of wellbeing support dogs to its health and wellbeing services. Six members of staff and their dogs received training to be able to assist in improving wellbeing, de-stressing after demanding incidents and providing peer support and signposting. The Service's health and wellbeing work had been recognised in the Oscar Kilo awards, run by the National Police Wellbeing Service; being awarded runner up in the personal resilience category for workplace wellbeing toolbox talks. These talks continued to share awareness of mental health, provide support information and offered wellbeing tips across the whole Service. Collaboration with the Fire Fighters Charity continued to expand the range of workshops available with a focus on personal resilience and the importance of maintaining good physical health to support mental health and wellbeing.

Promote equality, diversity, and inclusion within the Service

Recruiting, developing and retaining a workforce inclusive and more reflective of Lancashire's communities was central to serving our communities as effectively as possible.

- A series of engagement activities within Lancashire's minority communities took place prior to 'have a go' recruitment events at community venues across the county, aimed at appealing to a diverse range of talent. The events were an opportunity for people to find out more about a career with Lancashire Fire and Rescue Service and encourage them to apply when recruitment opened.
- A trial of flexible annual leave arrangements at Blackpool and South Shore fire stations was extended for another year to allow further learning, due to the impact of Covid-19 on staffing levels at the time. Further evaluation would

- be carried out once complete to consider the effectiveness of the trial.
- A Ramadan safety campaign was launched at Preston Muslim Forum and the Service participated in the 'I'm not a Muslim but I will fast (for one day)' initiative with One Voice Blackburn. Members of staff fasted for one day to support Muslim colleagues and community members.
- Focus groups were held with fire cadets and college students to gather insight to inform fire safety campaigns targeted at young people.
- The Service had continued to attend Pride events across Lancashire and engage with the LGBTQ+ community to show its support, break down barriers and create positive relationships with the communities it serves. Working collaboratively with other fire and rescue services as well as public sector organisations such as Lancashire Constabulary to maximise engagement opportunities.

Upgrade fire station accommodation

Following completion of work at South Shore fire station to improve accommodation and facilities, a contractor had been appointed to upgrade accommodation at Hyndburn. Investment in fire stations was part of the commitment of ensuring staff have the best facilities to support their health and wellbeing and provide a positive working environment.

Delivering Value for Money in how we use our resources

Invest in training and equipment

Investment in a programme of significant, long-term improvements continued to ensure that staff had the best equipment and training available to deliver effective services now and in the future.

- Following £4m capital investment, construction work to expand the existing fleet garage and provide a purposely designed breathing apparatus training school and welfare facilities (ie: pre and post breathing apparatus wear / decontamination services) at the training centre in Chorley was complete and both were in full use by staff.
- Following a review of drill tower provision across the Service, a medium to long term replacement plan based on specialist skills and the condition of existing facilities was being implemented.
- Last year work to rationalise on-vehicle technology and consider integrated vehicle systems was undertaken as part of plans to introduce CCTV on fire appliances. Installation of CCTV was now underway with a view to improving driver training and reducing the amount of time taken to investigate driving incidents.

Collaborate with other public services

Covid-19 caused plans through the Blue Light Collaboration Board to be placed on hold but presented new ways for the Service to diversify and work with partners to support the pandemic response in Lancashire.

Our people volunteered to provide essential services: delivered interventions

and welfare checks to Lancashire's most vulnerable residents; trained to handle mass casualties and support temporary morgues; coordinated the distribution of personal protection equipment (PPE) supplies to health care settings; and fitted P3 face masks for hospital and social care workers.

The Blue Light Collaboration Board was re-established after being paused during the Covid-19 pandemic. A new strategic statement of intent had been produced setting out objectives for Lancashire Fire and Rescue Service, Lancashire Constabulary and North West Ambulance Service.

Collaboration work with Lancashire Constabulary was underway to prepare for the introduction of a new standard in relation to fire scene investigation for organisations that investigated fires as part of the criminal justice setting. This included fire and rescue services carrying out investigations as part of multi-agency teams.

Replace performance and analysis software

Work had progressed to replace the software (using Microsoft 365 Power BI) to research, analyse and report information relating to incident trends, prevention data and performance. As part of the digital transformation programme, the Service were developing a data warehouse and creating a system fit for future needs. In a phased approach, the project would enable more effective monitoring and reporting of a wide range of key performance indicators.

Making Lancashire Safer

In addition to the priorities set out in the Annual Service Plan, Lancashire Fire and Rescue Service provided a wide range of services throughout the year to help keep people safe.

Supporting communities during the coronavirus pandemic

Since the pandemic began in 2020, the Service had played a central role in the response, working as one team alongside partner agencies in the Lancashire Resilience Forum. This included delivering essential services from visiting vulnerable residents to carry out interventions and welfare checks to coordinating distribution of personal protective equipment (PPE) supplies to health and social care settings. The Service later turned its attention to supporting local NHS services to establish vaccination centres, providing site management, marshalling, administration and logistics support to mass vaccination venues and community sites. Firefighters and support staff were also trained to administer vaccines directly to patients.

In December 2021, the Service once again supported local NHS services with the Covid-19 vaccination programme, administering booster jabs over Christmas and New Year. Over the course of the pandemic, the Service had helped to deliver approximately 500,000 vaccinations, with around 125,000 vaccines administered by staff. 328 volunteers supported the vaccination programme at 25 sites across Lancashire, including five mass vaccination sites.

Transforming protection services in response to fire safety reform

Extensive reform to fire safety and building control standards was underway to make buildings safer for occupants following the tragic Grenfell Tower fire. Building on the recommendations from work carried out by the built environment assessment team, the Grenfell Tower Inquiry action plan and significant changes in fire safety legislation, the past year had seen substantial changes in the way businesses were assisted to reduce fire risk in their buildings, keep people safe and comply with legislation. Protection services had been restructured to include a protection transformation team and a new built environment and operational liaison team.

The protection transformation team had expanded the ability of the Service to assure the standard of fire precautions in smaller and lower risk premises through the introduction of business fire safety checks (BFSC) undertaken by operational crews. The process was underpinned by a state-of-the-art premises allocation portal and an app on a mobile device, which ensured the check could be undertaken with minimal disruption to the business and relevant fire safety advice was automatically sent by e-mail following completion. Premises which were found to be seriously non-compliant were referred to dedicated fire safety inspection teams.

Historically, the Service had been called out around 2,000 times every year by automatic fire alarms (AFAs) or by people dialling 999 reporting that an alarm was sounding in premises (with no sleeping risk) during the day. Over 99.5% of these calls were subsequently found to be false alarms when fire engines arrived. In light of the risk this created by unnecessary blue light mobilisations and reduced emergency vehicle availability, how the Service respond to these alarms had changed.

Community safety work with young people

Virtual delivery of prevention education in schools was used successfully throughout the pandemic as an alternative to in-person visits and by the end of the 2021 academic year, nearly 6,000 pupils had received the Year 6 Road Sense package prior to moving onto secondary school.

In September 2021 in-person delivery of education packages in all schools in Lancashire resumed to seek to catch up with primary school students who missed a year during the pandemic. All primary schools in Lancashire would have been offered Childsafe and Road Sense packages by the end of the 2021-22 academic year.

Fire cadet units restarted at six fire stations after the pandemic forced the units to pause. The cadet programme provided support and opportunities for young people aged 13 to 17 alongside the opportunity to achieve some valuable qualifications. Seventy cadets were enrolled in the year.

The Prince's Trust programmes ran throughout the pandemic with teaching methods adapted to ensure they could continue. The Service celebrated 20 years of delivering The Prince's Trust last year and were incredibly proud of the programmes which ran in nine areas across Lancashire.

Leading nationally on the use of drones

Last year the Service expanded its drone team to include more pilots who worked an on-call system, which strengthened resilience in relation to aerial capabilities. The use of drones had transformed the way fires were fought by providing incident commanders with aerial intelligence, including infra-red capability to identify fires burning within a structure or underground. The partnership with Lancashire Constabulary had also resulted in drones being used in missing people searches and at public events.

As the national drone lead for both police and fire and rescue services, the team maintained strong focus on innovation and introduced new state-of-the-art equipment in 2021-22. This included four new drones with advanced search and artificial intelligence capabilities; a new remotely operated vehicle that was being trialled for underwater rescues; and advanced software which allowed the team to create aerial maps of large-scale incidents such as wildfires and floods in near real time.

Significant Incidents

The report also included a number of significant incidents which included: details of 2 explosions, a commercial building fire, a bridge collapse and weather-related incidents (strong winds, flooding, wildfire).

County Councillor O'Toole acknowledged the work of the Service during the pandemic, the use of the drone capability and the work done to promote equality, diversity and inclusion within the Service which was evident at an open day he had attended recently at Preston Fire Station.

County Councillor Shedwick echoed his support for an excellent report and added the importance of the continued development of software to capture data.

County Councillor S Rigby referred to the summary table of the Service performance (as detailed on page 16 of the agenda pack) and queried whether data could be broken down for each district. In response, the Deputy Chief Fire Officer advised that the Service did produce local plans for each fire station and the Service was looking at how it could strengthen the amount of data available on the website.

County Councillor Hennessy queried whether the data collected from the performance and analysis software would be presented to the Resources Committee. In response, the Deputy Chief Fire Officer advised that many Services used Microsoft 365 Power BI which allowed software to delve into different parts of the Service (ie: on-call availability, community risk home fire safety and incidents). It then connected the data into dashboards setting out performance. Some Services allowed this to be external and internal facing. Working with Microsoft, the Service was in the process of developing the software. The focus was to replace the software currently used to generate quarterly monitoring reports presented to the Performance Committee but it could be shaped to capture data used for other things (ie: internal resources information or external data requests from Her Majesty's Inspectorate).

In response to a further question from County Councillor Hennessy regarding analysis of social media activity, the Deputy Chief Fire Officer confirmed that colleagues in corporate communications produced a monthly analysis across the different social media platforms which captured successes and allowed the Service to track likes across themes. The Service also worked with the National Fire Chiefs Council prevention programme to support awareness of national campaigns. County Councillor Hennessy considered it would be useful if this engagement was reported to the Performance Committee.

In response to a question raised by County Councillor Singleton regarding plans for the Service to be included in the forthcoming vaccination booster programme, the Deputy Chief Fire Officer advised that health colleagues were looking at whether the Service would be involved or not via the Lancashire Resilience Forum.

RESOLVED: - That the report be noted and endorsed.

5/22

BUSINESS CONTINUITY PLAN AND TESTING

The Deputy Chief Fire Officer presented the report.

In line with the Business Continuity Policy (BCP), Lancashire Fire and Rescue Service was required to test Business Continuity Plans annually. The Service test was usually scheduled towards the end of the year once all the plans have been updated and reviewed. The 2022/2023 test was being planned in detail and programmed to be held in November 2022 to coincide with a Lancashire-wide, multi-agency exercise in Blackpool. Meanwhile, an exercise to test station BCPs was also being developed and would be executed before the end of the year.

In order to provide co-ordination for ongoing operations review and continuous development of business continuity, the Service created and filled the role of Business Continuity and Emergency Planning Officer in April 2022. Therefore, the Service would be looking to develop and implement a Business Continuity Management System that aligned both to the Business Continuity Institute's Good Practice Guidelines as well as to the Business Continuity ISO 22301 standard.

In addition, the Service would debrief the BCP activation for covid-19 thoroughly in conjunction with Lancashire Resilience Forum (LRF) partners; which would be a significant undertaking. It was expected that a number of areas of good practice would be identified and there would be opportunities for improvements to be made within the Service business continuity plans. These would be identified via the internal debrief process, combined with the multi-agency debrief capability through the LRF.

County Councillor Hennessy queried whether there would be any Member involvement in the test due to be held in November. In response the Deputy Chief Fire Officer advised that in any major incident there was a role for Member

engagement and he would keep Members updated.

County Councillor O'Toole acknowledged the forward thinking shown by the LRF partners to deliver what was achieved during the pandemic.

In addition, given the business risk implications (as detailed on page 30 of the agenda pack) County Councillor O'Toole queried whether the Service held senior multi-agency business contingency planning meetings. In response, the Deputy Chief Fire Officer advised that LRF meetings were held at executive level bi-annually with several sub-group meetings taking place. It was the responsibility of the LRF under the Civil Contingency Act 2004 to ensure preparedness. He advised that during a pandemic the response was led by the Police with relevant partners which included a joint regional liaison officer who was a member of the armed forces.

RESOLVED: - That the Committee

- i) accepted the arrangements for Business Continuity Policy exercises in 2022/23; and
- ii) supported strengthening resilience through the development and implementation of a Business Continuity Management System.

6/22 DATE OF NEXT MEETING

The next meeting of the Committee would be held on 21 November 2022 at 1000 hours in the main Conference Room at Lancashire Fire and Rescue Service Headquarters, Fulwood.

Further meeting dates were noted for 6 February 2023 and agreed for 17 July 2023.

7/22 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.

8/22 THE EMERGENCY COVER REVIEW 2022

An Emergency Cover Review (ECR) was conducted by the Authority periodically and involved a strategic review of fire and rescue service emergency response across the county. It considered the fire engines, fire stations and associated staffing arrangements which collectively represented the front-line response, making recommendations for change, as appropriate.

In line with the requirements of the Fire and Rescue Service National Framework, a comprehensive consultation exercise needed to be conducted on any proposed changes affecting the delivery of services to communities.

Options for change were considered and it was

RESOLVED: - That

- i) a full 12-week consultation be launched during week commencing 18 July 2022 on the ECR option which would maintain all 39 fire stations and 58 fire engines across the county and have minimal impact on frontline prevention, protection and response arrangements;
- ii) the impact of the ECR would be reduced by phasing out a number of Day Crewing Plus stations in line with the retirement profile;
- iii) a separate letter be written to Chief Executives of the 14 local authorities encouraging a response to the consultation;
- iv) the outcome of the consultation to be reported to the next meeting of the Planning Committee in November 2022.

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Proceedings of Performance Committee held 14 September 2022

(Appendix 1 refers)

Contact for further information:

Diane Brooks, Principal Member Services Officer - Tel: 01772 866720

Executive Summary

The proceedings of Performance Committee meeting held 14 September 2022.

Recommendation(s)

To note the proceedings of Performance Committee as set out at appendix 1 now presented.

Information

Attached at Appendix 1 are the proceedings of the Performance Committee meeting held on 14 September 2022.

Business Risk

Nil

Environmental Impact

Nil

Equality & Diversity Implications

Nil

Financial Risk

Nil

HR Implications

Nil

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: N/A

LANCASHIRE COMBINED FIRE AUTHORITY

PERFORMANCE COMMITTEE

Wednesday, 14 September 2022, at 10.00 am in the Main Conference Room, Service Headquarters, Fulwood.

MINUTES

<u>PRESENT:</u>	
<u>Councillors</u>	
R Woollam (Chair)	
P Rigby (Vice-Chair)	
L Beavers	
A Kay	
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.

<u>Officers</u>	
J Charters, Assistant Chief Fire Officer (LFRS) M Hutton, Area Manager, Head of Prevention, Protection & Road Safety (LFRS) J Rossen, Area Manager, Head of Service Delivery (LFRS) D Brooks, Principal Member Services Officer (LFRS) L Barr, Member Services Officer (LFRS)	
<u>In attendance</u>	
K Wilkie, Fire Brigades Union	
10/22	<u>MINUTES OF PREVIOUS MEETING</u>
	The Assistant Chief Fire Officer advised that in the minutes of the previous meeting, regarding the User Satisfaction KPI 3.2, he committed to bring details of how the survey was conducted to a future meeting and those details would be covered within the respective KPI in the meeting.

	<p>This was agreed by the Chair.</p> <p><u>RESOLVED</u>: - That the Minutes of the last meeting held on 29 June 2022 be confirmed as a correct record and signed by the Chair.</p>
11/22	<u>APOLOGIES FOR ABSENCE</u>
	Apologies were received from County Councillor Ash Sutcliffe.
12/22	<u>DISCLOSURE OF PECUNIARY AND NON-PECUNIARY INTERESTS</u>
	None received.
13/22	<u>PERFORMANCE MANAGEMENT INFORMATION</u>
	<p>The Chair made the following opening remarks:</p> <p><i>“Following the sad passing of Her Late Majesty Queen Elizabeth II, it has been agreed by the Authority Chairman and the Clerk to the Authority that this Performance Committee meeting will take place in order to comply with statutory requirements, as the summons and agenda for the meeting had already been issued at the time of the announcement of her death by Buckingham Palace.</i></p> <p><i>The Authority expresses its sincere condolences to King Charles III and other Royal Family members at this time of national mourning.</i></p> <p><i>I would now like to hold a minute’s silence in respect of Her Late Majesty Queen Elizabeth II”.</i></p> <p>At its meeting held 7 February 2022, the Planning Committee approved the introduction, amendment, and removal of some KPIs in order to provide better information, in a more understandable way, and to enable measurement against more specific goals (resolution 30/20-21 refers). It was also agreed that the format the KPI suite be ordered to better reflect the content of the refreshed Community Risk Management Plan (CRMP) 2022-27 alongside the Service’s STRIVE values.</p> <p>The Assistant Chief Fire Officer presented a comprehensive report to the Performance Committee. This was the 1st quarterly report for 2022/23 as detailed in the Community Risk Management Plan 2022-2027.</p> <p>This quarter, 3 Performance Indicators (KPIs) were shown in negative exception. These were 1.2.1 Staff Absence Wholetime (WT), 1.2.3 Staff Absence Greenbook, and 3.3.2 Fire Engine Availability On-Call Shift Systems.</p> <p>Members examined each indicator in turn as follows:</p> <p>KPI 1 – Valuing our people so that they can focus on making Lancashire safer</p>

1.1 Overall Staff Engagement

Members received an update on how staff were engaged during the period.

From April to June 2022, staff engagement centred on informing and involving people in relation to the day crewing plus (DCP) duty system and wider emergency cover review (ECR). Two question and answer events were held for DCP staff with senior managers. Three staff working groups helped to shape proposals for a new flexible duty system, research off-road appliances to form part of a proposed trial and consider crewing arrangements for the urban search and rescue team, all of which form part of the ECR consultation.

Twenty-eight station visits were carried out by principal officers and area managers during the period along with 19 wellbeing interactions. In addition, four workshops were held in partnership with the Firefighters Charity covering stress, sleep, and relaxation during Mental Health Awareness Week with one workshop on nutrition.

All staff were also invited to an event, in person and online, involving a quiz during Loneliness Week. The winner of a staff competition to come with ideas to save energy was announced, which was an initiative to repair uniforms, where possible, rather than ordering new items.

1.2.1 Staff Absence Wholetime

This indicator measured the cumulative number of shifts (days) lost due to sickness for all wholetime staff divided by the total average strength.

Annual Standard: Not more than 5 shifts lost.
Annual Shifts Lost ÷ 4 quarters: 1.25

Cumulative total number of shifts lost: 1.885

The negative exception report was due to the number of shifts lost through absence per employee being above the Service target for quarter 1.

During quarter 1, April to June 2022, absence statistics showed Whole-time personnel absence above target for the quarter.

1,193 Wholetime absence shifts lost = 1.88 against a target of 1.25.

There were 2 cases of long-term absence which spanned over the total of the 3 months; the reasons being:

- Mental health – Work related stress – 1 case
- Gastro-intestinal (abdominal pain, vomiting, diarrhoea) – 1 case

There were 26 other cases of long-term absence also recorded within the 3 months:

- Hospital / post operative – 5 cases
- Musculo skeletal (lower limb) – 4 cases
- Mental health (stress) – 3 cases
- Musculo Skeletal (other / unable to define) – 3 cases
- Covid-19 Coronavirus – 2 cases
- Heart, cardiac & circulatory problems – 2 cases
- Respiratory (cold, cough, influenza) – 2 cases
- Headache / migraine / neurological – 1 case
- Musculo skeletal (shoulder) – 1 case
- Musculo Skeletal (upper limb) – 1 case
- Musculo Skeletal (back) – 1 case
- Cause known but not specified – 1 case

To improve performance, the Service aimed to continue with:

- Early intervention by Occupational Health Unit (OHU) doctor / nurse / physiotherapist.
- Human Resources (HR) supporting managers in following the Absence Management Policy managing 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 managers' understanding and interpretation of the policy.
- Encouraging employees to make use of our Employee Assistance Programme provider Health Assured and The Firefighters 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.

In response to a question from County Councillor Kay regarding private medical care for firefighters, the Assistant Chief Fire Officer advised that staff health issues were managed through the Service's Occupational Health department.

1.2.2 Staff Absence On-Call

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

Annual Standard: No more than 2.5% lost as a % of available hours of cover.

Cumulative on-call absence (as a % of available hours cover) at the end of the quarter, 1.88%.

In response to a question raised by Councillor Smith regarding the difference in standards for absence between Wholetime staff and On-call staff, the Assistant

Chief Fire Officer explained that the standards set differed due to the way absences were calculated. Wholetime staff absence was calculated by shift and On-Call staff absence was calculated using contracted hours which could be flexible. Mark Hutton confirmed that On-Call absences were calculated as a percentage of available hours of cover.

1.2.3 Staff Absence Greenbook

This new indicator measured the cumulative number of shifts (days) lost due to sickness for all green book support staff divided by the average strength.

Annual Standard: Not more than 5 shifts lost.

Annual Shifts Lost ÷ 4 quarters: 1.25

Cumulative shifts lost: 1.326

The negative exception report was due to the number of shifts lost through absence per employee being above the Service target for quarter 1.

During quarter 1, April to June 2022, absence statistics showed that non-uniformed personnel above target for the quarter.

309 non-uniformed absence shifts lost = 1.33 against a target of 1.25

There was 1 case of long-term absence which span over the total of the 3 months; the reason being:

- Cardiovascular – 1 case

There were 4 other cases of long-term absence which were also recorded within the 3 months:

- Mental Health (stress) – 2 cases
- Headache / Migraine / Neurological – 1 case
- Hospital / post operative – 1 case

To improve performance, the Service aimed to continue with:

- Early intervention by Occupational Health Unit (OHU) doctor / nurse / physiotherapist.
- Human Resources (HR) supporting managers in following the Absence Management Policy managing 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 managers' understanding and interpretation of the policy.
- Encouraging employees to make use of our Employee Assistance Programme provider, Health Assured, and the Fire Fighters 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.
- Promotion of health, fitness and wellbeing via the routine bulletin and Employee Assistance programme.

1.3.1 Workforce Diversity

This new indicator measured diversity as a percentage.

Combined diversity percentage of grey book (operational) and green book (support) staff:

Gender:	Female 19%	Male 81%	
Ethnicity:	BME 3%	Not stated 3%	White 94%
Sexual Orientation:	LGBT 3%	Heterosexual 48%	Not stated 49%
Disability:	Disability 3%	No disability 94%	Not stated 3%

Separate diversity percentage of grey book (operational) and green book (support) staff:

Gender:	Female	Grey book 8%	Green book 60%
	Male	Grey book 92%	Green book 40%
Ethnicity:	BME	Grey book 3%	Green book 6%
	Not stated	Grey book 2%	Green book 7%
	White	Grey book 95%	Green book 87%
Sexual Orientation:	LGBT	Grey book 4%	Green book 2%
	Heterosexual	Grey book 47%	Green book 51%
	Not stated	Grey book 49%	Green book 47%
Disability:	Disability	Grey book 3%	Green book 4%
	No disability	Grey book 95%	Green book 88%
	Not stated	Grey book 2%	Green book 8%

1.3.2 Workforce Diversity Recruited

This new indicator measured workforce diversity recruited as a percentage.

Combined diversity percentage of grey book (operational) and green book (support) staff:

Gender:	Female 32%	Male 68%	
Ethnicity:	BME 0%	Not stated 5%	White 95%
Sexual Orientation:	LGBT 14%	Heterosexual 81%	Not stated 5%
Disability:	Disability 0%	No disability 3%	Not stated 97%

It was noted that a further breakdown of the data would not be provided as it may enable the identification of individuals, due to the small numbers of recruits during

certain periods.

The Assistant Chief Fire Officer informed members that the Service had put concerted strategies and investment into attracting a more diverse workforce and a gradual shift in workforce diversity was being noted.

1.4 Staff Accidents

This indicator measured the number of accidents which occurred to staff members at work within the quarter: Wholetime, On-Call and Greenbook.

Total number of staff accidents, year to date 8; previous year to date 21
Quarterly activity decreased 61.90% over the same quarter of the previous year.

KPI 2 - Preventing, fires and other emergencies from happening and Protecting people and property when fires happen

2.1 Risk Map Score

This indicator measured the fire risk in each Super Output Area, of which there were 942. Risk was determined using fire activity over the previous 3 fiscal years along with a range of demographic data, such as population and deprivation. The County risk map score was updated annually and presented to the Performance Committee in the quarter 1 reporting period.

Annual Standard: To reduce the risk in Lancashire – an annual reduction in the County risk map score.

$(\text{Dwelling Fires} \div \text{Total Dwellings}) + (\text{Dwelling Fire Casualties} \div \text{Resident Population} \times 4) + \text{Building Fire} + (\text{IMD} \times 2) = \text{Risk Score}$.

The current score was 31,576 and the previous year's score was 31,862 which meant that the fire risk continued to reduce.

County Councillor Lorraine Beavers highlighted that the Risk Grade of 'Very High' had risen by 19% to 25 and asked about the Service's strategy to improve risk. The Assistant Chief Fire Officer replied that there were many societal factors which contributed to risk including the cost of living and deprivation. Each area had a district plan with the delivery of services being tailored to those areas by strategically identifying risks. Area Manager, Mark Hutton explained that the Service worked to influence public behaviour and lifestyle choices, targeting Home Fire Safety Checks for maximum benefit to reduce the number of casualties from Accidental Dwelling Fires. However, with an ageing population, a stretched health care sector and social care sector, it was difficult to influence outcomes for some individuals within the capacity of a Home Fire Safety Check. He added that Lancashire County Council had taken the decision to charge for their telecare system, (which often included an integrated smoke detector), whereas it had previously been provided for free, and if less people used the telecare system, it would directly impact risk in communities.

2.2 Overall Activity

This indicator measured the number of incidents that LFRS attended with one or more pumping appliances. Incidents attended included fires, special service calls, false alarms and collaborative work undertaken with other emergency services i.e.: missing person searches on behalf of the Police and gaining entry incidents at the request of the Ambulance Service.

Incidents attended, year to date 4,901; previous year to date 4,867
Quarterly activity increased 0.70% over the same quarter of the previous year.

In quarter 1, the Service attended 4,901 incidents. The report presented a chart which represented the count and percentage that each activity had contributed to the overall quarter's activity:

- Total False Alarm Calls (due to apparatus, good intent and malicious) – 2082, 43%
- Total Primary Fire Calls (accidental dwelling / building and deliberate dwelling / commercial fires and other primary fires) – 496, 10%
- Total Secondary Fire Calls (deliberate and accidental fires) – 1201, 25%
- Total Special Service Calls (critical incidents, gaining entry, RTCs, Flooding and other critical incidents) – 1102, 22%

Area Manager, Mark Hutton, advised Members that a revised false alarm policy had been introduced on 1st April 2022 to reduce the number of Accidental False Alarms (AFAs), specifically unwanted fire alarm calls. It was noted that the majority of AFAs had occurred in premises where staff were in the building. A considerable amount of work had therefore been undertaken to educate businesses to investigate when their fire alarm sounded, making an emergency call if needed. This process would allow businesses to return to work more quickly in the case of a false alarm. Since the policy had been introduced, there had been a 40% reduction within property types covered by the policy change, (Members noted that there were exemptions such as hospitals and education establishments). Within quarter 1, there had been no feedback to suggest that the expected service had not been provided and it had been a successful 1st quarter.

County Councillor Singleton commented that it had been a good policy change to make considering the information received.

2.3 Accidental Dwelling Fires (ADF)

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'.

Members noted that a primary fire was one involving property (excluding derelict property) or any fires involving casualties, rescues or any fire attended by 5 or more pumping appliances.

Accidental Dwelling Fires, year to date 205; previous year to date 237
Quarterly activity decreased 13.5% over the same quarter of the previous year.

The Assistant Chief Fire Officer reminded Members that Home Fire Safety Checks were the primary offering to tackle domestic fire risk alongside youth intervention and anti-fire setting education packages, with post fire follow up action undertaken also.

2.3.1 ADF – Harm to people: 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.

Fatal,	year to date 2; previous year to date 1
Injuries appear Serious,	year to date 4; previous year to date 3
Injuries appear Slight	year to date 2; previous year to date 6

Quarterly activity decreased 20.0% over the same quarter of the previous year.

2.3.2 ADF – Harm to property: Extent of damage (fire severity)

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'.

Extent of fire, heat and smoke damage was recorded at the time the 'stop' message was sent and included all damage types.

The table in the report showed a breakdown of fire severity with a directional indicator that compared:

- current quarter, combined percentage of 84% against
- same quarter of the previous year, combined percentage of 87%.

Combined quarterly percentage had therefore decreased 3.0% over the same quarter of the previous year.

The Assistant Chief Fire Officer detailed the adoption of the 'extent of damage' approach used within the National Incident Recording System to assist with the transparency on data pertaining to damage resulting from Accidental Dwelling Fires.

2.4 Accidental Building Fires (ABF) (Commercial Premises)

This indicator reported the number of primary fires where a building had been affected (which was other than a dwelling or a private building associated with a

dwelling), and the cause of fire had been recorded as 'Accidental' or 'Not known'.

ABF (Commercial Premises), year to date 68; previous year to date 74
Quarterly activity decreased 8.11% over the same quarter of the previous year.

The Assistant Chief Fire Officer explained that extensive work had taken place with the Community Safety Partnerships, as outlined in detail at the last Performance Committee meeting, employing a partnership approach to identifying and triaging empty properties to then make them secure. He asked that Members continue to work within their local authorities to reinforce the importance of that approach.

County Councillor Beavers asked whether the Covid-19 lockdown had affected the figures for the last 2 years as there had been less opportunity for people to start derelict property fires. Area Manager, Mark Hutton, stated that the hospitality and entertainment industry had reopened resulting in an increase in incidents. He assured Members that Fire Protection work had been conducted upon the re-opening of businesses post Covid-19, and that this work continued via Business Safety Advisers to mitigate risk in the face of the 'cost of trading' crisis, therefore, circumstances were making a return to 'pre Covid-19'.

In response to a question from County Councillor Kay in relation to people breaking into empty public houses that were being sold or going through planning applications, the Assistant Chief Fire Officer explained that it came under the remit / work being conducted via the Community Safety Partnership and asked that Members report any concerns about a local property to their respective Station Manager to assist the gathering of this type of risk information.

2.4.1 ABF (Commercial Premises) – Harm to property: Extent of damage (fire severity)

This indicator reported the number of primary fires where a building had been affected (which was other than a dwelling or a private building associated with a dwelling), and the cause of fire had been recorded as 'Accidental' or 'Not known'.

Extent of fire, heat and smoke damage was recorded at the time the 'stop' message was sent and included all damage types.

The table in the report showed a breakdown of fire severity with a directional indicator that compared:

- current quarter, combined percentage of 67% against
- same quarter of the previous year, combined percentage of 72%.

Combined quarterly percentage had therefore decreased 4.5% over the same quarter of the previous year.

2.5 Accidental Building Fires (Non-Commercial Premises)

This indicator reported the number of primary fires where a private garage,

private shed, private greenhouse, private summerhouse, or other private non-residential building had been affected and the cause of fire had been recorded as 'Accidental' or 'Not known'.

ABF (Non-Commercial Premises), year to date 26; previous year to date 29
Quarterly activity decreased 10.34% over the same quarter of the previous year.

2.5.1 ABF (Non-Commercial premises: Private garages and sheds) – Harm to property: Extent of damage (fire severity)

This indicator reported the number of primary fires where a private garage, private shed, private greenhouse, private summerhouse, or other private non-residential building had been affected and the cause of fire had been recorded as 'Accidental' or 'Not known'.

Extent of fire, heat and smoke damage was recorded at the time the 'stop' message was sent and included all damage types.

The table in the report showed a breakdown of fire severity with a directional indicator that compared:

- current quarter, combined percentage of 20% against
- same quarter of the previous year, combined percentage of 14%.

Combined quarterly percentage had therefore increased 6.2% over the same quarter of the previous year.

2.6 Deliberate Fires Total: Specific performance measure of deliberate fires

This new indicator provided an overall measure of primary and secondary fires where the cause of fire had been recorded as deliberate.

Deliberate Fires – Total, year to date 732; previous year to date 660
Quarterly activity increased 10.91% over the same quarter of the previous year.

2.6.1 Deliberate Fires – Dwellings

This indicator reported the number of primary fires where a dwelling had been affected and the cause of fire had been recorded as deliberate.

Deliberate Fires – Dwellings, year to date 16; previous year to date 27
Quarterly activity decreased 40.74% over the same quarter of the previous year.

2.6.2 Deliberate Fires - Commercial Premises

This indicator reported the number of primary fires where the property type was a building, other than a dwelling or a private building associated with a dwelling, and the cause of fire had been recorded as deliberate.

Deliberate Fires – Commercial Premises, year to date 33; previous year to date

42.

Quarterly activity decreased 21.43% over the same quarter of the previous year.

2.6.3 Deliberate Fires – Other (rubbish, grassland, vehicles etc).

This indicator reported the number of primary and secondary fires where the property type was other than a building, except where the building was recorded as derelict, and the cause of fire had been recorded as deliberate.

The majority of deliberate fires were outdoor secondary fires and included grassland and refuse fires. Derelict vehicle fires were also included under secondary fires.

Deliberate Fires – Other, year to date 683; previous year to date 591
Quarterly activity increased 15.57% over the same quarter of the previous year.

2.7 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:

- the total number of HFSC's completed was greater than the comparable quarter of the previous year; and
- the percentage of high HFSC outcomes was greater than the comparable quarter of the previous year.

HFSCs completed, year to date 5,007; previous year to date 3,650
Quarterly activity increased 37.2% over the same quarter of the previous year.

HFSCs with high-risk outcomes, year to date 58%; previous year to date 66%
Quarterly activity decreased 8.0% over the same quarter of the previous year.

The Assistant Chief Fire Officer stated that a great deal of work was being undertaken to re-engage with partners who referred into the Service pre Covid-19 and training was being provided to refresh them on identifying risks within the homes they visit. Therefore, the volume and quality of referrals from those trusted referral sources should return over the coming months to pre Covid-19 levels. In the meantime, the increased levels of HFSCs being delivered were also as a result of positive work being undertaken within districts to identify and address risks and vulnerabilities within those communities.

Area Manager, Mark Hutton, advised that example safety cards were available for Members to collect after the meeting. The safety cards, which had been funded by partners would be produced with an integrated thermometer.

Area Manager, Mark Hutton was concerned that the cost of living crisis could see

behavioural changes with more people using candles, open fires, and perhaps only living in parts of larger houses. He was also concerned people may buy cheaper electrical heating appliances which may not be an appropriate quality standard and which had the potential to increase risk. The safety card contained heating and fire safety advice and included advice for those who may need financial support.

County Councillor Kay suggested libraries would be a good place to leave the cards as Lancashire County Council libraries would be open for people to use to keep warm in the colder weather.

2.8 Numbers of prevention activities such as Childsafe, wasted lives etc

Members received an update on the number of sessions delivered against the following prevention activities during the quarter:

ChildSafe,	172 sessions delivered to 5,354 attendees;
RoadSense,	88 sessions delivered to 3,171 attendees;
SENDSafe,	9 sessions delivered to 123 pupils;
Wasted Lives,	9 sessions delivered to 871 pupils;
Biker Down,	7 sessions delivered to 95 attendees;
FIRES,	48 completed referrals;
Partner Training,	18 organisations/agencies – 285 people.

Specific Education packages – delivered Water Safety, ASB and grass fires training, across 11 sessions, delivered to 2,050 young people.

Arson Threat Referrals - 196.

2.9 Fire Safety Activity (including Business Fire Safety Checks)

This indicator reported the number of Fire Safety Enforcement inspections carried out within the period which resulted in supporting businesses to improve and become compliant with fire safety regulations or where formal action of enforcement and prosecution had been taken for those that failed to comply. An improvement was shown if the percentage of audits that required formal activity was greater than the comparable quarter of the previous year.

Total Fire Safety Enforcement Inspections, year to date 502;
Formal Activity, year to date 5%, previous year to date 7%.
Quarterly activity decreased 2% over the same quarter of the previous year.

Members noted the cumulative number of Business Fire Safety Checks undertaken for 2022/23 was 229.

The Assistant Chief Fire Officer stated that the progress of Business Fire Safety Checks had been included within the Protection KPI in response to a Member request at the last meeting. He highlighted that delivery of training to carry out Business Fire Safety Checks was ongoing, enabling more checks to be undertaken moving forward.

The Assistant Chief Fire Officer explained that a report would be taken to a future meeting of the Planning Committee in respect of a new KPI for Business Fire Safety Checks to incorporate into the Measuring Progress report once training rollout was concluded and the activity fully embedded into the Service.

2.10 Building Regulation Consultations (BRC) (number and completed on time)

Where the Regulatory Reform (Fire Safety) Order 2005 applied to premises (or would apply following building work) the building control body must consult with LFRS for comments / advice regarding fire safety. LFRS should make any comments in writing within 15 working days from receiving a BRC.

This new indicator provided Members with information on the number of building regulations consultations received during the period together with improvement actions.

Building Regulation Consultations received 183 (22 of these were still showing as incoming/pending awaiting further information), of which 103 were completed within timeframe (LFRS should make comments in writing within 15 working days of receiving a BRC).

Improvement Actions were noted as follows:

To comply with the NFCC Competency Framework for Fire Safety Regulators, consultations must be completed by Level 4 qualified Fire Safety Inspectors. It was the same inspectors who were required to complete the more complex audits required by the risk-based inspection program, consequently use of finite resources must be fully co-ordinated and balanced. To achieve this and ensure consultation timelines were achieved:

- Development work continued to qualify more of the existing staff to L4 standard.
- Recruitment would be undertaken in Q3 to increase establishment in the function.
- Improved administration and consultation monitoring arrangements would be implemented.
- The newly formed Built Environment and Ops Liaison team would take an increasing role in co-ordinating the receipt and completion of consultations within timescales.

KPI 3 - Responding to fire and other emergencies quickly

3.1 Critical Fire Response – 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, 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.

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

Critical Fire Response – 1st Fire Engine Attendance, year to date 89.15%; previous year to date 89.20%.

Quarterly response decreased 0.05% over the same quarter of the previous year.

3.2 Critical Special Service Response – 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 standard included how long it took the first fire engine to respond to critical special service (non-fire) incidents where there was a risk to life such as road traffic collisions, rescues, and hazardous materials incidents. For these critical special service call incidents there was a single response standard of 13 minutes (which measured call handling time and fire engine response time).

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

Critical Special Service Response – 1st Fire Engine Attendance, year to date 92.50%; previous year to date 91.53%.

Quarterly response increased 0.97% over the same quarter of the previous year.

3.3 Total Fire Engine Availability

This indicator measured the availability of fire engines by all crewing types. It was measured as the percentage of time a fire engine was available to respond compared to the total time in the period.

Total Fire Engine Availability, year to date 84.84%; previous year to date 91.31%.

Quarterly response decreased 6.47% over the same quarter of the previous year.

It was noted that the key periods of Covid-19 restrictions/lockdowns were:

- 23rd March to 10th May 2020. The first national lockdown was announced.

- 22nd September 2020. New restrictions announced, including working from home.
- 5th November 2020 to 2nd December 2020. Second lockdown in England.
- 6th January 2021 to 29th March 2021. Third national lockdown / stay at home order.

3.3.1 Fire Engine Availability – Wholetime Shift System

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

Annual Standard: 99.5%

Fire Engine Availability – Wholetime Shift System, year to date 99.31%; previous year to date 99.19%.

Quarterly response increased 0.12% over the same quarter of the previous year.

3.3.2 Fire Engine Availability – On-Call Shift 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 | 60% |
| • Crew deficient | 80% |
| • Not enough BA wearers | 73% |
| • No driver | 43% |

Annual Aspirational Standard: 95%

Fire Engine Availability – On-Call Shift System, year to date 73.08%; previous year to date 84.90%.

Quarterly response decreased 11.82% over the same quarter of the previous

year.

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 1.

Availability of OC pumps during the quarter was recorded at 73.08%, with each month being outside the 79.43% control limit, and below the Service's 95% aspirational standard.

An On-Call review would be undertaken in the current year to look at fundamental elements of the On-Call system with the ultimate goal of improving appliance availability. The Service had also invested in the creation of additional On Call Support Officer (OCSO) posts to further strengthen the support to On-Call and help implement changes arising from the review. The appointees would take up post in September 2022.

Actions being taken to improve performance:

- The Service had received 183 new applications in the June recruitment campaign.
- Continue with a driven recruitment strategy, utilising a targeted approach to stations in exception.
- A focus upon existing contract alignment ensuring that staff were fulfilling their existing contracts when under contracted hours.
- High levels of sickness were still an issue on a small number of stations and Covid-19 continued to have a small effect on availability throughout the OC. Those absences were robustly managed via the Sickness Absence Management policy and procedures.
- On-Call Support Officers (OCSOs) and unit managers to support Firefighter development to assist timely nominations onto subsequent Command and Driving programmes.
- Support national On-Call campaigns and utilise their recruitment literature and designs.
- Invest in On-Call through recruitment material and resources.
- Fill OCSO vacancies to ensure all units receive support required.

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

The Assistant Chief Fire Officer was pleased to report that the next 2 On-Call recruit courses had been fully populated.

Area Manager, John Rossen, advised that the Service was strengthening and improving its on-call arrangements through on call practitioners' groups and internal on-call steering group meetings. The Service had also implemented a comprehensive review of the on-call system with the aim of further improving the recruitment, development and retention of on-call staff with Lancashire Fire and Rescue Service being an employer of choice which would therefore improve overall fire engine availability and directly impact on this key performance

indicator.

The On-Call Project Plan key deliverables were:

- To consider revised entry requirements for Firefighters from other Fire and Rescue Services.
- To review the training and maintenance of Skills requirements for on-call staff. The project would also consider the Service developing an On-Call Training Team within the training centre to support on call training delivery.
- To review on-call remuneration arrangements and contractual changes which encompassed new wholetime apprentice Firefighters being potentially required to provide on-call cover.
- To develop On-Call Performance Workshops for Station Managers and develop the MMDP (Middle Management Development Programme) to include On-Call Management and Performance.
- To review how the Service recruited on-call firefighters and the feasibility of recruiting for specific roles for on-call staff i.e., recruiting to driver only roles.
- To develop an On-Call Service Order which drew together all on-call policy and procedures.
- To review the On-Call Support Officer roles. (This element of the project had been delivered and the Service had increased the number of On-Call Support Officers which was now providing significant benefits in the support to on-call).
- To consider changes to 'Turn in' arrangements such as potentially increasing the time for on-call staff to respond to the station. This would therefore increase the area the Service could recruit from.

In response to a question from County Councillor Singleton in relation to employing agency drivers due to incidents where no drivers were available, the Assistant Chief Fire Officer advised that the Service did not employ agency drivers. Focus instead was on ensuring that an appliance could be on-the-run, by virtue of it having the full complement of staff with the range of competent skill sets required i.e. Breathing Apparatus (BA), BA Team Leader, Incident Command, and driving qualifications, and that these aspects were managed by On Call leadership teams in conjunction with Service Training Centra in a Service wide and needs-led basis.

Councillor Smith suggested revising the Aspirational Standard of 95% for On-Call Fire Engine Availability as it was a high figure and difficult to achieve. The Assistant Chief Fire Officer informed that the On-Call project that the Service was undertaking aimed to maximise On-Call availability using various strategies to recruit and retain On-Call Firefighters. The Chair and County Councillor Singleton believed that the 95% Aspirational Standard should be kept.

In response to a query from the Chair regarding On-Call firefighters attending incidents and training with Wholetime firefighters, the Assistant Chief Fire Officer confirmed that it was current practice for on-call and wholetime staff to participate in drill training together which facilitated improved training outcomes. In terms of incidents, On-Call and Wholetime firefighters would be mobilised to incidents

together or separately depending on operational demands.

County Councillor Kay queried whether the Service worked with the Armed Forces to recruit those exiting to the on-call system. The Assistant Chief Fire Officer advised that the Service did work with the Armed Forces, was working towards the Armed Forces Covenant, and employed staff who had previously served with the Armed Forces.

In response to a question from County Councillor Beavers regarding an age limit for recruiting on-call firefighters, the Assistant Chief Fire Officer stated that there was no age limit for recruitment; it was only dependant on an individual's ability to meet the selection requirements.

KPI 4 - Delivering value for money in how we use our resources

4.1 Progress Against Allocated Budget

Members received an update on spend against the approved budget for the year.

The annual budget for 2022/23 was set at £63.0 million. It was noted that the spend at the end of 30th June was £12.1m, which was in line with the budget.

The variance for quarter 1 was 0%.

4.2 Partnership Collaboration

Under the Policing and Crime Act 2017, blue light services were under a formal duty to collaborate to improve efficiency, effectiveness and deliver improved outcomes.

LFRS, Lancashire Constabulary and North West Ambulance Service had met at both tactical and strategic levels and had agreed and signed a strategic statement of intent which contained the following aims:

- Improved Outcomes – The collaboration maintains or improves the service we provide to local people and local communities;
- Reduce Demand – The collaboration should contribute towards our longer-term strategic objective of decreasing risk in communities and reducing demand on services;
- Better Value for Money – The collaboration produces quantifiable efficiencies either on implementation or in the longer term;
- Reduced inequalities within our communities – The collaboration contributes towards reducing inequalities wherever possible.

This new indicator provided Members with an update on partnership collaboration during the period.

Update

There had been an agreement in terms of a set of projects that were being scoped. The next steps were for project initiation documents to be drafted by the leads at tactical level, which would then be reported to the strategic level board who provide the governance.

Upon completion of the project initiation documents for the agreed set of projects and once the deliverables had been set, a high-level summary of the progress of the projects would be reported within the measuring progress KPI.

Area Manager, John Rossen confirmed that the workstreams agreed at tactical level were missing persons, estates/co-location, emergency first responders, leadership development, command units, and fire crime scene investigation.

4.3 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.

Annual Standard: 97.5%

Since April 2022, 90 people had been surveyed and the number satisfied with the service was 87; 98.85% against a standard of 97.5%; a variance of 1.38%.

The Assistant Chief Fire Officer informed that up to 2013, the Service surveyed people across 6 different areas (HFSCs, child education, regulatory reform order, dwelling fires, commercial fires and special service calls) with a cost to the Service of c.£15k, however, following a review in relation to value for money during the austerity period, the decision was made to refine surveying to 3 areas (domestic fires, commercial fires and special service calls). In respect of value for money, it had reduced costs by two thirds whilst still providing a consistent overview of User Satisfaction levels which had remained broadly consistent for the last 10 years, continually surpassing the KPI target.

The Chair thanked the Assistant Fire Officer for a detailed and concise update of the report.

The Chair advised Members that Area Manager, Mark Hutton would soon be retiring. He thanked him on behalf of the committee for his input and enthusiasm and wished him well.

RESOLVED:- That the Performance Committee noted the Quarter 1 Measuring Progress report, including the three negative exceptions.

14/22	<u>DATE OF NEXT MEETING</u>
	<p>The next meeting of the Committee would be held on <u>Wednesday, 14 December</u> at 10:00 hours in the Main Conference Room at Lancashire Fire and Rescue Service Headquarters, Fulwood.</p> <p>Further meeting dates were noted for 15 March 2023 and 28 June 2023 and agreed for 13 September.</p>

M NOLAN
Clerk to CFA

LFRS HQ
Fulwood

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Lancashire Combined Fire Authority

Meeting to be held on Monday 3 October 2022

Proposed Amendment to Resources Committee Terms of Reference (Appendix 1 refers)

Contact for further information: Mark Nolan, Clerk and Monitoring Officer
Telephone: 01772 866720

Executive Summary

The Authority last reviewed the terms of reference of all its committees in April 2018 (resolution 89/17 refers).

Members are asked to consider an amendment to the terms of reference of the Resources Committee which would enable expediency of the process for the recruitment to Executive Board positions and the Clerk as highlighted in colour on the attached draft.

Recommendation

The Authority is asked to approve the amendment to the revised terms of reference for the Resources Committee.

Information

Members will be aware that as busy professionals it can often be difficult to organise a recruitment sub-committee that must have no less than seven elected members and also must be politically balanced under the current Terms of Reference. By reducing the political balance to three members, this will enable the Authority to expedite any recruitment practices, especially in the event of an emergency or if action is required quickly, to avoid any impact that additional delay may have upon the ability of the Authority and the Service to conduct business. Such change would serve to improve resilience.

Business Risk

Governance arrangements form a key element of the control framework within which the Authority operates. The changes proposed are merely procedural and do not impact on the effectiveness of this.

Environmental Impact

None identified

Equality and Diversity Implications

None identified

HR Implications

None identified

Financial Implications

None identified

Local Government (Access to Information) Act 1985

List of background papers

Paper: Report to CFA and subsequent minute 89/17

Date: 23 February 2018

Contact: Clerk and Monitoring Officer to the Authority

Reason for inclusion in Part 2 if appropriate: N/A

LANCASHIRE COMBINED FIRE AUTHORITY

RESOURCES COMMITTEE OUTLINE TERMS OF REFERENCE

The Resources Committee meets four times each year. Political balance rules and regulations apply.

The Resources Committee remit specifically including Financial, Human Resources, Health and Safety, Property and Equipment related issues.

Core functions are:

- Monitor and review financial strategies including capital and revenue plans and treasury management (with the Audit Committee approving financial accounts);
- Consider, approve and adopt any new or significant revision to existing human resources strategies and policies, including Equality and Diversity;
- Other relevant issues outside the scope of the Scheme of Delegation including:
 - Budget monitoring (but not setting);
 - Implementation of Capital Programmes;
 - Consideration of financial implications of proposals involving increase in expenditure or reductions in income which have not been provided for within the Authority's budget;
 - Review and implementation of Health and Safety strategies to ensure compliance with Health and Safety legislation and best practice;
 - Acquisition or leasing of interests in land or property;
 - Public/Private partnership initiatives;
 - Information technology;
 - Equipment and vehicles;
 - Insurance.
- Appointments to the Executive Board posts ~~(via a small sub-committee (7) – politically balanced)~~; via a politically balanced panel of 3 Resources Committee Members (appointed by the Resources Committee) together with the Chief Fire Officer (as direct line manager for the post);
- Appointment of Clerk ~~(via a small sub-committee (7) – politically balanced)~~; via a politically balanced panel of 3 Resources Committee Members (appointed by the Resources Committee);
- Review assimilation and response to appropriate Government Consultation documents on behalf of the Authority affecting fire and rescue authorities generally, from Central Government, LGA, NFCC or any other source.

The Committee will have decision making powers in relation to the above areas. In exceptional circumstances the Committee may refer issues to the Authority for a decision.

- Any items referred to the Committee by the Authority or Strategy Group who will indicate if a decision or recommendation is required, including any transitional matter referred to it for a decision.

It is also recommended that members of the Committee attend appropriate training where possible.

Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Reports from Members on Outside Bodies

Contact for further information – Mark Nolan, Clerk and Monitoring Officer

Tel: 01772 866720

Executive Summary

The full Authority receive appropriate reports from Members who sit on outside bodies to provide feedback on key topics discussed in other forums such as Local Government Association (LGA) meetings.

Recommendation

The Authority is asked to note the report for information.

Information

County Councillor Nikki Hennessy has attended the following Local Government Association meetings and is privy to confidential conversations. She would like to draw Members' attention to the following:

Fire Services Management Committee (Virtual)

16 October 2021

Priorities for 2021-22 were discussed and the following points/actions noted:

- People, Professionalism and Governance;
- They need to take account of the forthcoming Fire Reform White Paper;
- Governance working group to be set up to respond to the White paper;
- Fire and Rescue Services (FRSs) to be statutory consultees in planning applications;
- Equality, Diversity and Inclusion welcomed.

10 December 2021

Climate Change was discussed Chief Fire Officer (CFO), Ben Brook, the National Fire Chiefs Council (NFCC) joint lead on Environment, Sustainability and Climate Change presented and the following points / actions were noted:

- Main areas of the LGA's current work on climate change, including sector support and lobbying priorities;
- One of the biggest challenges facing the sector over the coming years was both in terms of adapting ways of working and in responding to an increasing number of extreme weather-related incidents;
- NFCC was in the early stages of putting together a toolkit for FRSs to help them adapt and was keen for the Fire Services Management Committee (FSMC) to be involved as a key partner;

- Members were very supportive of the NFCC's work in this area and felt that it would provide a much clearer picture of what FRSs needed to be doing;
- The issue of river catchment flooding was raised and, in particular, how this crossed the borders with Wales and Scotland in some Fire and Rescue Authorities (FRAs) in order to produce a joined-up response;
- The LGA will be updating its publication on climate change.

Building Safety was discussed and the following points/actions noted:

- Remediation of dangerous high-rise buildings continues, but at a slow pace;
- The LGA was providing support for FRAs and councils;
- Implementation of the Fire Safety Act and the Grenfell Tower Inquiry Phase 1 report recommendations had been delayed and was now unlikely to happen in April 2022 as previously stated by the Home Office;
- The then new Secretary of State at Department for Levelling Up, Housing & Communities (DLUHC), Michael Gove, was reviewing various aspects of the Government's building safety policy and the signals were that there could be a shift, especially around costs to leaseholders. This may result in some amendments being brought forward by the Government to the Building Safety Bill when it returns at the Report stage;
- Concern was expressed about unfunded burdens being placed on FRAs and councils arising from the Building Safety Bill;
- The LGA was lobbying strongly on this issue with the NFCC, and in particular, around the supply of skilled personnel to carry out the additional work.

14 March 2022 Fire Service Conference Gateshead

Efficiency and Productivity was discussed and the following points/actions noted:

- This workstream around improving productivity and efficiency in the sector was borne out of the joint LGA/NFCC 2021 Spending Review submission and included the establishment of a Productivity & Efficiency Forum, chaired by the Home Office and including membership from NFCC, the LGA and Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS);
- The two areas of work that the NFCC was directly involved in were (i) the collation and review of current NFCC/LGA projects related to efficiency and productivity; and (ii) a data review to ascertain what further evidence is required to measure efficiency and productivity;
- It was considered to be important that the LGA be involved in this work alongside the NFCC in order to input the FRA perspective;
- Members expressed concern that targets were Treasury-led and that it should be down to individual FRAs to determine their own productivity and efficiency targets. On the other hand, it was argued that without improvements in productivity and efficiency, it became very difficult to justify increased investment in services;
- It was stated that efficiency target broadly related to areas such as full-time firefighter salaries and centralised procurement, with savings being reinvested into the service. On productivity, work was being done with HMICFRS to establish a baseline against which productivity increases could be measured. These could relate to areas such as improved technology or more training, and scope for increased productivity would likely vary between different FRSs.

Building Safety Bill and Improvement Update was discussed and the following points/actions noted:

- CFO Gavin Tomlinson, Fire Safety Lead for the NFCC reported on the Government's proposed reforms to the building safety regime and the implications of the measures contained in the Building Safety Bill for FRSs across the country;
- The concerns of both the NFCC and LGA were outlined that there would not be enough resources available for FRAs to fulfil both their obligations under the new Bill and also their obligations under local Integrated Risk Management Plans (IRMPs);
- Concern was expressed about the funding / resource gap resulting from the new burdens placed by the Bill. This should be flagged up as a significant risk for most FRAs moving forward and could have a detrimental impact on their capacity to undertake current IRMP work;
- What more could the LGA and NFCC do to be more proactive in getting Government to acknowledge the problem and provide adequate funding;
- All these concerns had been aired with the Home Office and DLUHC at the monthly Fire Protection Board meetings. The NFCC had been asked to provide a business case for what could be provided with less funding and this had been presented to DLUHC. DLUHC was still yet to confirm the final amount of money available and so it would be important to continue to lobby jointly to press for full reimbursement of the new burdens;
- There was considered to be a wider skills issue across the sector that needed to be addressed. This included the loss of highly experienced trained staff to the private sector, and also the capacity in the system to train the required number of staff in time for the new Regulator;
- The investment in protection services post Grenfell had made staff significantly more marketable and the workforce was now more mobile than it had ever been.

20 May 2022

Fire Reform White Paper was discussed and the following points/actions noted:

- Jonny Bugg, Head of Home Office Fire Strategy and Reform Unit, and Stuart Harwood, Home Office Head of Governance gave a presentation on the White Paper. Mr Bugg set out the Government's case for the reforms proposed in the White Paper, with Covid 19, HMICFRS inspection reports and the Grenfell Tower and Manchester Arena disasters all highlighting the need for change in how FRSs are run and organised;
- A LGA Senior Adviser, expanded upon the proposed governance changes and their implications for FRAs and highlighted the table in the White Paper on potential demarcation of responsibilities between the political (executive) leader and the Chief Fire Officer (CFO) explaining that the White Paper poses the question of whether, apart from combined authority mayors and Police and Crime Commissioners (PCCs), there is anyone else who fire governance could be transferred to that would fit the Government's vision;
- The LGA has done some preliminary work on what could be possible within the current framework of Combined Fire Authorities (CFAs) and had sought legal advice;

- Members agreed that it would be helpful for the LGA to share its work on alternative governance options at the Fire Commission;
- Members welcomed the decision by the Minister not to include mandation of governance transfer to PCCs and/or Mayors in the White Paper but queried whether CFAs would be forced to adopt a new model. There was evidence from HMICFRS that CFAs were working well in many areas and so abolishing them was considered unnecessary;
- The link with the Levelling Up White Paper and its proposed expansion of the Mayoral model of local government was also discussed in relation to fire governance. Reservations were expressed about how the proposals would achieve the Government's stated aim of simplifying governance of fire;
- The importance of having effective scrutiny of executive functions was emphasised. The example of Gloucestershire County Council, where an executive Cabinet Member is scrutinised by a committee of elected members, was cited as a strong governance model. With a single, directly-elected individual there was a danger of personality clashes with the CFO and no effective mechanism for holding them to account;
- It was considered important that Government make it clear that operational independence could not mean that CFOs would be able to instruct their employees to carry out any task they saw fit. Employment law and terms and conditions would still need to be followed, unless secondary legislation was introduced to specifically change this;
- On minimum entry requirements, members felt it was important not to lose the ability of firefighters to join, with minimal qualification, and work their way up to the top;
- Support was expressed for the proposed College of Fire & Rescue but it was stressed that lessons should be learned from the experience of setting up a College of Policing;
- Members queried why it was deemed necessary to introduce a firefighters' oath;
- It was suggested that there was an equally good case for having an individual with direct responsibility for ambulance services, given the problems they have been experiencing for a number of years;
- It was agreed that the comments made by members be incorporated into the LGA's response to the White Paper consultation.

Fire Commission

24 September 2021 Cllr. Jane Hugo & CC John Shedwick were in attendance.

Fit for the Future Fit was discussed and the following points/actions noted:

- It is a partnership between the LGA, NFCC and National Employers (England). CFO Phil Garrigan, NFCC Deputy Chair reminded members that the Fit for the Future initiative provided an opportunity for the three organisations to develop a framework and future aspirations for the fire and rescue service in England together to meet the needs of the communities they served. It also included a number of improvement objectives. This work would also assist in responding to HMICFRS's recommendation in its first State of Fire & Rescue report requesting a review of the role of the fire and rescue service and those who work within it. This also needed to be set in the context of the Grenfell and

Manchester Arena Public Inquiries, the Covid pandemic and a changing climate;

- Cllr Nick Chard, Chair of the National Joint Council (NJC) Employers' Side, added that the document was a testament to the strength of collaboration between NFCC, National Employers (England) and the LGA and, whilst there was still work to be done on outcomes, it demonstrated a unified approach for the sector. The Fire Reform White Paper would also be critical and would eventually feed into the document;
- Much of the sector's successful collaborative working on the ground, particularly in the last 18 months, has been with health services, and therefore, the future should focus on the role that FRS can play in safe, healthy living within communities;
- It would be unfortunate if the Inspectorate led services too far down the enforcement line at the expense of this wider role;
- The document contains a lot of broad ranging objectives – how can these all be adequately covered in the engagement sessions and how will the Trade Unions be involved in the process;
- The engagement sessions were much more about looking at the longer-term aspiration for the sector and how it can effectively meet the public's needs in a rapidly changing environment, for example around the increasingly severe effects of climate change;
- Engagement with all representative bodies would take place. A Senior Adviser Workforce & Negotiations, added that it was important that the FRS itself inputted into this and took a view about where it would want the service to be;
- Trade Unions had been invited to participate in the initial consultations in October 2020. They are fully aware of the current work and will be further involved as the work progresses.

Building Safety update

- The Fire Safety Act was due to commence in October, bringing fire doors and cladding under the scope of the Fire Safety Order. Work on the Building Risk Register would be coming to an end in December 2021 and so the key question was what the approach to inspection and enforcement would be following this. Officers were working on a protocol between councils and the fire service about joint inspection and enforcement. Implementation of regulations on the findings of the first phase of the Grenfell Tower Inquiry would follow immediately after the commencement of the Fire Safety Act;
- Other current issues of significance to highlight were the Building Safety Bill and whether all the requirements this would place on councils and FRSs will be properly funded; and determining a more proportionate to building remediation, thereby potentially reducing costs;
- A officer from the Home Office Fire Safety Unit took members through the new regulations in relation to the Grenfell Tower Inquiry recommendations which followed a public consultation over the summer. The regulations would commence in April 2022 to enable those affected by them to become compliant. They placed legal requirements on Responsible Persons mainly in relation to high rise buildings and would clearly define what constituted a high-rise building. Implementation guidance was being drafted to address cross-over with the Fire Safety Act requirements and would be available later;
- FRSs would start receiving information, mainly from Responsible Persons on buildings over 18m - plans, evacuation plans, details of external walls etc.;

- For buildings over 11m information would be required on fire door checks, wayfinding etc and on all multi-occupancy residential buildings, fire safety information would need to be provided to residents;
- FRSs would need to consider carefully how they incorporated these new requirements into their inspection and enforcement plans;
- Following the New Providence Wharf fire, it was clear that balconies as well as external walls needed to be in scope for the new regulations. Previously uncertainty around whether external balconies fell within building regulations, but this had now been clarified under the Fire Safety Act. Having combustible material on balconies was now equivalent to having it on external wall systems - but only on buildings over 18m;
- Concern was expressed about who would ensure that Responsible Persons, and the contractors they might employ, were qualified to do the various checks. The competency is covered in the revised Fire Safety Order. The Building Safety Bill also contained requirements around Responsible Persons and competency to carry out work, which would complement the Fire Safety Order;
- Members requested that a link to the new regulations be sent out;
- Concern was expressed about lifts, and the fact that the regulations would only apply to firefighter lifts and not those used by residents in blocks of flats. Would there be an assured quality scheme for those maintaining and inspecting lifts. The Responsible Persons would be required to carry out monthly checks on firefighter lifts and alert FRS's if they weren't working properly; but this wouldn't apply to residential lifts;
- Members raised the issue of office blocks being converted to residential units by speculative developers under Permitted Development Rights. They argued strongly that this process needed to be regulated much more stringently for the safety of residents. Permitted development is something that the LGA also had serious concerns about and continued to raise with Government. The then new Secretary of State was reviewing planning reforms so there should be more opportunity to continue to push this point.

Business risk

None

Sustainability or Environmental Impact

None

Equality and Diversity Implications

None

Data Protection (GDPR)

N/A

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: N/A

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Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

His Majesty's Inspectorate of Constabulary and Fire & Rescue Services' (HMICFRS) Update

Contact for further information: Steve Healey, Deputy Chief Fire Officer

Tel: 01772 866802

Executive Summary

This is an update relating to the Inspection of Lancashire Fire and Rescue Service (LFRS) by His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (formerly Her Majesty's Inspectorate) (HMICFRS).

Recommendation

Members are asked to note the report for information.

Information

HMICFRS' inspection of LFRS commenced 22 November 2021 and concluded on 24 January 2022 with an interview with the Chief Fire Officer. The inspection took place over 6 weeks but was interrupted by the Christmas break. The inspection took a 'hybrid' approach with interviews taking place on Teams but other activities, such as reality testing took place in person with our staff. In total HMICFRS spoke to around 100 staff and gathered over 1000 pieces of evidence.

The reports have now been released for Tranche 2. LFRS performed exceptionally well across all 11 diagnostics and scored 'good' in all three pillars: Effectiveness, Efficiency and People. The Service received an 'Outstanding' in Culture and Values. It is important to highlight that whilst some Fire Rescue Services improved in some areas, largely speaking most services have lost gradings due to the inspection being more detailed. Furthermore, the second round of inspections detailed the direction of travel, meaning that where gradings have remained the same an improvement has been demonstrated to maintain them.

His Majesty's Inspector of Fire and Rescue Services, Matt Parr said:

"I congratulate Lancashire Fire and Rescue Service on its excellent performance across all three areas of our assessment. Since its last inspection in 2018, it has improved in almost all areas.

"Importantly for the public, the service is good at understanding and preventing fires and other risks, as well as good at protecting people and responding to fires and other emergencies, and major and multi-agency incidents. It has improved consultation about its community plan.

“The service is outstanding at promoting the right culture and values and has developed a talent management process. It has a good understanding of its future financial challenges and has identified savings and investment opportunities.

“We look forward to seeing the results of further improvements at our next inspection.

The report is available [here](#).

Full link: [Lancashire Fire and Rescue Service congratulated for excellent performance - HMICFRS \(justiceinspectorates.gov.uk\)](https://www.justiceinspectorates.gov.uk/hmicfrs/lancashire-fire-and-rescue-service-congratulated-for-excellent-performance/).

HMICFRS have established that they will now conduct a full round 3 inspections in a similar way to the round 2 inspections and will start in 2023. As of yet it is unknown whether the tranches will remain the same and therefore it is difficult to ascertain when the next inspection of LFRS will take place. It has been confirmed however that they will continue with a hybrid approach. Learning has been recorded from round 2 and will inform our journey towards outstanding.

Financial Implications

N/a

Sustainability or Environmental Impact

N/a

Equality and Diversity Implications

N/a

Human Resource Implications

N/a

Business Risk Implications

The inspection will monitor LFRS’s direction of travel since 2018, it could cause reputational damage if it is perceived that we have not made reasonable progress.

Local Government (Access to Information) Act 1985

List of background papers

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: N/A

Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Members' Allowance Scheme Indices

Contact for further information: Mark Nolan – Monitoring Officer and Clerk to the Authority - Tel No. 01772 866720

Executive Summary

The Local Authorities (Members' Allowances) (England) Regulations 2003 permit a Members' Allowance Scheme to make provision for an annual adjustment of allowances by reference to an index which must be reviewed every 4 years. Members are asked to consider whether to continue to use the existing indices.

Recommendations

The Authority is asked to consider and approve the indices used and to continue with the existing indices for a further four-year period.

Information

Members' Allowance Scheme

The Authority has had a Members' Allowance Scheme in place since 2003 in line with the Local Authorities (Members Allowances) (England) Regulations 2003. The Scheme has been amended in line with the Regulations in June 2006, April 2008, April 2012 and June 2016 with the indices reviewed in September 2014, June 2016 and September 2018.

Annual adjustment changes are made in line with the Authority's approved indices as follows:-

- Basic, Special Responsibility and Co-optees' Allowances are index linked on an annual basis in line with the annual Local Government National Pay Award for green book staff at new spinal column point 43 (formerly point 49).
- Subsistence Allowances are reviewed annually (with effect from 1 April in every year) in line with the Consumer Price Index (all items) published in November of the preceding year;
- Travel Allowances mirror the County Council's rates which are revised annually with effect from 1 April in every year in accordance with the maximum allowance for Income Tax purposes, as determined by HM Revenue and Customs (HMRC).

To ensure the Authority complies with the regulations to have regard to the recommendations made by the independent remuneration panels of its home authorities s19 (2), the current indices used by home authorities are as follows: -

Allowances	Lancashire County Council	Blackpool Council	<i>Blackburn with Darwen Council</i>
Basic, Special responsibility and carers / dependents allowance	Annual uprating on 1 April which equates to the average annual % increase in employees' pay under the National Joint Council (NJC) for local government services pay structure.	Annual uprating of the Scheme in line with the National Joint Council (NJC) for Local Government Service pay award.	Annual uprating of the Scheme in line with the National Joint Council (NJC) for Local Government Service pay award.
Overnight accommodation, travel abroad and subsistence allowances	Increased annually from 1 April in line with the Consumer Price Index published in November of the preceding year.		
Motor car, motor cycle, and bicycle travelling allowances	Revised annually with effect from 1 April in every year in accordance with the maximum allowance for Income tax purposes as determined by HM Revenue and Customs.	Uprated at the same time as staff mileage allowances	Revised annually with effect from 1 April in every year in accordance with the maximum allowance for Income tax purposes as determined by HM Revenue and Customs.

The Local Authorities (Members' Allowances) (England) Regulations 2003 permit a Members' Allowance Scheme to make provision for an annual adjustment of allowances by reference to an index which must be reviewed every 4 years. Members are therefore asked to consider whether the indices used remain appropriate, reasonable and transparent.

Financial Implications

The existing arrangements for Members' Allowances have been included in the revenue budget.

Business Risk

None identified

Environmental Impact

None identified

Equality & Diversity Implications

The Authority's Members' Allowance Scheme does not provide for the payment of Members of an allowance in respect of such expenses of arranging for the care of their children or dependants. The Local Authorities (Members' Allowances) (England) Regulations 2003 exclude the Authority from including a provision for dependants carers' allowance in its Scheme. Members are, however, entitled to claim this allowance from their constituent authority.

HR Implications

None identified

Local Government (Access to Information) Act 1985 List of Background Papers

Paper	Date	Contact
Report to CFA	28 April 2008	Clerk to the Authority
Report to CFA	16 April 2012	Director of Corporate Services
	8 September 2014	Clerk to the Authority
	20 June 2016	Clerk to the Authority
	17 September 2018	Clerk to the Authority

Reason for inclusion in Part 2, if appropriate: N/A

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Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Member Champion Activity Report

Contact for further information: Steve Healey, Deputy Chief Fire Officer

Tel No: 01772 866801

Executive Summary

This paper provides a report on the work of the Member Champions for the period up to 31 August 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

In July, Lancashire Fire and Rescue Service (LFRS) initiated the first meeting to create a pan-Lancashire Water Safety Partnership. Building on a scoping event held pre-pandemic, a wide range of partners were invited to the LFRS Service Training Centre to shape the group and create the strategy and objectives. The formation of this group is a massive step forward in understanding the risk and consistently working together in a joined-up way to target and ultimately reduce the number of accidental drownings in the county.

The Prevention Team in Western attended the Blackpool RNLI Open day in August, this was a multi-agency approach to share the Water Safety message with the general public. The day was extremely busy, the team handed out in excess of 100 leaflets and spoke to many more. The day was a success and enabled the Prevention team to

engage with members of the public and agencies, whilst also sharing contact details with those agencies.

The end of the academic year saw the culmination of thousands of primary school age children having experienced either the Year 2 Childsafe package or Year 6 RoadSense package delivered by LFRS prevention or operational personnel. Although the Service modified packages to maintain delivery where we could during the pandemic, the academic year 2021/22 also saw the Service 'catch up' with the Covid Year 2 pupils who were now in Year 3, so that they did not miss out.

Throughout the summer the prevention teams in LFRS central area have been engaging with their diverse communities to educate specifically to their needs and culture and to gain the trust and relationships to work together moving forwards. This has given not only an uplift to the core work of the team but has built trust as it has been delivered in their language; in their communities. Examples of this include events with Disability Equality North West, Deafway, Sahara Women's Centre, Preston Community Hub and others.

The Prevention Support Team, alongside partner organisations and area teams, have been preparing for the ways in which the Service is likely to encounter the effects of the increases in cost of living. This means that LFRS personnel will be in the position to offer the best support to the people of Lancashire. This may be recognising the signs at an operational incident, offering the most appropriate referrals and signposting advice at a person-centred Home Fire Safety Check or raising awareness through campaigns of key safety messages. One example of this is that people may start using their homes and living differently; LFRS can offer advice on safe heating sources and fit detection aligned to this behaviour change.

Equality, Diversity and Inclusion – Councillor Zamir Khan

The weekend of the 2-4 September 2022 saw mosques across Lancashire taking part in a nationwide event called "Visit My Mosque". Organised by the Muslim Council of Britain, this annual event is a fantastic opportunity to build relationships in our communities, tearing down barriers, replacing them with friendship, and understanding. Mosques across the county provided tours and coffee mornings for families to enjoy. Community Fire Safety Officer Faz Patel is our liaison for the event in Lancashire.

Launch of the Veterans Working Group

The Service has supported the launch of a Veterans Working Group recognising the value that serving personnel, reservists, veterans and military families bring to our county to promote closer integration with the armed forces community. Work is now underway to sign up for the Armed Forces Covenant (<https://www.gov.uk/government/collections/armed-forces-covenant-supporting-information>)

Pride Events 2022

As an inclusive organisation, we are proud to promote tolerance, compassion and inclusivity. That is why this year, we have our LGBTQ+ liveried appliance which had its first run out in Blackpool Pride on the 11 June. Staff are encouraged, whether they are part of the LGBTQ+ community or whether they are allies, to attend the Pride event and represent LFRS.

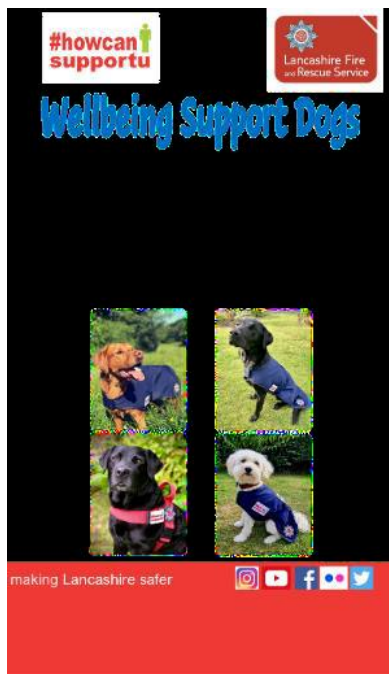
To date LFRS has attended five out of the six Pride events scheduled throughout the summer with the next one in Preston on the 24 September 2022.



Recruitment to Apprentices Firefighters

The Service has recently advertised for firefighter apprenticeships; a targeted recruitment campaign was delivered aimed at attracting applicants from a diversity of backgrounds. Of the total number of applications received, 88% were from men, 12% were from women, 6% were from people who identified as BME, 12% from people who identified as LGBTQ+ and 3% from applicants who declared a disability. Candidates will now go through a rigorous recruitment and selection process.

Health and Wellbeing – County Councillor Andrea Kay



To promote the main wellbeing resources available to staff, roll-up banners have been designed which will be displayed in rotation throughout the year at Service Headquarters and Service Training Centre to remind staff of how to access support when needed. There have been some positive comments about the banners and the Wellbeing Support Dogs banner has been very well received at Open Days in terms of

attracting members of the public to engage with colleagues about the importance of wellbeing for all our staff.

In September we will be holding a 'Coffee and Chat' session to make World Suicide Prevention Day and will provide an update at the next full CFA meeting.

Financial Wellbeing articles are regularly posted via the Routine Bulletin and the Engine House detailing where support is available from to assist with budgeting, accessing foodbanks if needed, linking between financial wellbeing and mental health etc. The Health and Wellbeing title page on the Engine House leads with cost-of-living support information and links to the Nutrition and Hydration page monthly recipe/meal plan.

We are also developing a series of recipe cards to support our colleagues and their families with the rising cost of cooking healthy meals. The recipe cards focus on three elements to promote the idea of 'Tea & Table; not Tea & Technology' with recipes that encourage:

- Cooking Together – encouraging social interaction/promoting good mental health and wellbeing
- Energy Conscious Cooking – suggesting the most energy efficient way to cook healthy meals
- Budget Busting meals – sticking to a budget of less than £1 per portion per meal

A full update will be provided in the next CFA report.

Climate Change and Environment

As a result of communications with stations with the year-end carbon emissions by site, we have two more volunteers for Environmental Champion bringing the current total to 39. This leaves us with a handful of stations still in need of a champion, whilst pleasingly, a few have two or even three champions supporting their station.

The Winner of the Energy Saving Competition is currently in communications with SHE Department to introduce repair/sewing kits to stations. These kits will highlight the issues of a 'throw-away' culture and give advice and tips to encourage staff to make small repairs to uniform where appropriate, whilst at the same time providing the supplies to do so.

There was a joint promotion highlighting wellbeing and the environment for Cycle to Work Day in August. A newsletter has just been circulated to promote Second-Hand September and work is underway to promote Recycle Week later in the month.

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. Prevention personnel are continuing to run the virtual delivery as an option. Final delivery figures from this academic year were around 4000 students. Throughout Road Safety Week in November 2022, there will be an increased effort to promote the package and get schools booked in.

Road Sense is a Year 6 Road Safety Education Package delivered by LFRS. Delivery this academic year exceeded 17,000 pupils. Feedback from teachers is very favourable, both towards the new version and delivery. A new evaluation tool is being trialled which makes the process easier and more meaningful for teachers and LFRS staff. A small number of schools still requested virtual delivery which was facilitated by the Prevention Support Team and delivered to individual schools to ensure the session was fully interactive. The aim of LFRS was to deliver to all Year 6 groups in Lancashire last academic year; a target that has been met excluding a very small number of schools who were offered the package but did not take us up on this.

Biker Down continues to be extremely popular with five courses expecting to be run between September to Christmas. The Biker Down team have just taken part in a BBC Radio Lancashire 'Bike Night' where they were interviewed and given the opportunity to promote the course. The event proved a success with 19 new bookings being received for the Autumn courses. Since September 2021, over 275 motorcyclists have attended a course and received a first aid kit that was purchased with the Road Safety Champion budget. Whilst the target was to deliver 12 sessions this was exceeded with 21 courses taking place. Work is currently being undertaken to refresh the delivery material for 2023.

Members of the Lancashire Road Safety Partnership attended St George's Park on the 7 July 2022 for the annual TyreSafe Briefing & Awards Ceremony. Staff from Lancashire Constabulary and Lancashire Fire & Rescue Service delivered Megan's Story which is an educational resource to raise awareness of the dangers associated with driving unknowingly with under inflated tyres. On conclusion of the session, staff were on hand to complete a Q&A session with the audience and later in the evening, the partnership along with Megan's family received an award in recognition of the package and the contribution in raising further awareness, which will hopefully see a reduction in related road traffic incidents.

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: N/a

Lancashire Combined Fire Authority

Meeting to be held on 3 October 2022

Fire Protection Report

Contact for further information: Assistant Chief Fire Officer Jon Charters

Tel: 01772 866802

Executive Summary

This report summarises Lancashire Fire and Rescue Service (LFRS) prosecutions pertaining to fire safety offences, in addition to convictions resulting from arson incidents which have been progressed via the criminal justice process.

Given the rapidly evolving regulatory change in building fire safety, an update on Fire Protection and Business Support is also provided, detailing how the Service is adapting delivery whilst developing our workforce, to ensure that we keep pace with the changes and improve public and firefighter safety within the built environment.

Recommendation

The Authority is asked to note the report.

FIRE SAFETY CONVICTIONS

Prosecutions

Two cases are within the court system at present for offences under the Regulatory Reform (Fire Safety) Order 2005 (RRO).

One of the cases was scheduled for trial at Preston Crown Court in early September 2022 however this has been vacated and provisionally set for trial in October 2022.

The other case concerns a working men's club where two persons were fatally injured; this is to be heard at Blackpool Magistrates Court on 12 September 2022.

Protection teams continue to investigate and build files in relation to eleven further cases wherein offences are believed to have been committed under the RRO, involving the following types of premises:

- Commercial Car Breakers
- Care & Nursing Home
- Licensed Public House / Bar
- 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

Business Fire Safety Checks (BFSC)

The BFSC training programme has now rolled out to all wholetime watches across Lancashire.

To date, circa 580 BFSC have been undertaken across Lancashire with 136, (23%), identifying significant fire safety concerns resulting in follow up action by Protection teams.

Legislation Changes Update

The Fire Safety Act 2021 (the Act) received Royal Assent on 29 April 2021 and commenced on 16 May 2022. The Act amends the Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

The Act clarifies that responsible persons (RPs) for multi-occupied residential buildings must manage and reduce the risk of fire for the structure and external walls of the building, including cladding, balconies and windows, and entrance doors to individual flats that open into common parts.

At the same time The Fire Safety (England) Regulations 2022 (the Regulations) were introduced as an important step towards implementing the recommendations of the Grenfell Tower Inquiry Phase 1 report. The Regulations are being introduced under Article 24 of the Fire Safety Order and will come into force on 23 January 2023.

To ensure premises affected by these changes are kept informed and to enable them to adapt and plan to address these changes now, and in the future, LFRS has written to 1940 residential flats premises of all heights. LFRS has also updated its website to provide information on the changes, with links to the government websites that contain more in-depth guidance.

Building Risk Review (BRR) and tall buildings update

Where it is identified, either by the Responsible Person or by way of audit, that a premises would not behave as expected in the event of fire, LFRS apply an interim measure process which, amongst several fire safety activities, also includes an increased operational response in the event of incident occurring.

Lancashire had a total of 15 premises where this policy was applied. Following complex remediation works, 6 premises have now come out of interim measures, leaving 9 with ongoing remediation works being undertaken.

To give an appreciation of the costs involved in remediation and the complexity levels for Protection teams to ensure buildings are made safer, a housing provider of three high rise blocks of flats in Preston has spent approximately £3.2million on remediation works.

The work consisted of upgrading fire alarm systems to support the interim measures, along with improving internal vertical and horizontal compartmentation throughout and removing combustible external wall systems from the three blocks.

The Protection team continue to work closely with those responsible for the buildings whilst remaining acutely aware of the complexities relating to cost, the lack of funding and a shortage of external wall surveyors which results in remediation timescales becoming protracted.

LFRS under the RRO now have the regulatory powers for external wall systems and flat fire doors. Consequently, Protection teams are working closely with responsible persons using the fire safety enforcement logic to jointly agree fair, realistic remediation timescales and action plans.

ARSON RISK REDUCTION

R v Dale STEELE

St Helens Road, Ormskirk
Date and Time of call – 31/10/2020, 20:08

This incident involved the deliberate ignition of combustible items located in the sub floor area of a domestic property. The occupier, who was found in bed, had lit the fire to extract metal from electric cabling. The fire caused moderate damage to the underside of the ground floor and severe smoke damage to the remainder of the house.

The defendant pleaded guilty on the first day of trial and was sentenced to 21 months, suspended for 2 years. They were also ordered to complete a 'Thinking Skills' programme, 20 hours of rehabilitation activities, and made subject to a restraining order in respect of neighbours.

R v Restricted (due to age)

2 incidents: Empress Mill, Byron Road, Colne and Skipton Road, Colne
Date and Time of call - 29/10/2020, 21:32 and 30/10/2020, 01:13

The incident at Empress Mill involved the ignition of liquid which had been poured through the letterbox of a commercial property. The fire caused severe damage to the door and entrance hallway.

The incident at Skipton Road involved the deliberate ignition of a large garage used as a workshop and three adjacent smaller garages. The garages and contents were destroyed by the fire and several nearby domestic properties suffered cracked windows.

The defendant received a youth rehabilitation order, electronic monitoring and was ordered to complete activities with the Youth Offending Team.

R v Nicola CLAYTON

Bridgeside, Carnforth, LA5 9LF

Date and Time of call – 31/03/2021, 00:52

This incident involved the deliberate ignition, by the occupier, of a sofa in the living room of a domestic property. The fire caused severe damage to the sofa and severe smoke damage to the living room.

The defendant pleaded guilty to arson with intent to endanger life and was sentenced to 20 months imprisonment suspended for 20 months, ordered to undertake 20 hours specific rehabilitation and to pay costs to the CPS.

R v Louis RILEY

Fraser Street, Burnley, BB10 1UL

Date and Time of call – 04/06/2021, 07:39

This incident involved three separate points of origin of fire within three separate rooms of a domestic property. Fortunately, the fires did not spread a significant distance from the points of origin, but severe damage was caused to a section of floor covering and floorboards in the living room and bedroom.

The defendant pleaded guilty to 'arson being reckless to whether life was endangered', and was sentenced to 4 years imprisonment with an extended licence period of 3 years.

R v HARTLEY

The ACE Centre, Cross Street, Nelson BB9 7NN

Date and Time of call – 21/06/2022, 10:10

This incident involved a building that was being used as a COVID-19 test site. On the morning of the incident, staff discovered a coffee jar outside the building. The jar contained approximately 200ml of solvent which staff poured down the drain to dispose. The jar had a wick in place, suggesting it could be used as a firebomb.

The defendant received 4 years imprisonment with an extended licence period of 3 years.

R v Darren SANDBACH

2 incidents: Blackburn Road, Haslingden and Beaconsfield Street, Haslingden

Date and Time of call – 26/01/2022, 18:35 & 18:46

The incident at Blackburn Road involved the deliberate ignition of a wheelie bin placed at the entrance door to a flat above a commercial property. The fire caused severe damage to the wheelie bin, door frame, guttering and soil pipe, and light smoke damage to the entrance hallway and stairwell.

The incident at Beaconsfield Street involved the deliberate ignition of window blinds in the defendants flat. The fire was out on arrival of fire crews.

The defendant was charged on suspicion of arson, reckless arson, arson with intent to endanger life, burglary, and common assault and subsequently sentenced to three years imprisonment.

R v Johnathan HARTLEY

Reads Avenue, Blackpool

Date and Time of call – 25/10/2021, 17:43

This incident involved two separate points of origin of fire within the lounge of a ground floor flat, causing damage to a small section of carpet and curtains within the lounge and smoke damage to the flat.

The occupier pleaded guilty to arson with intent, and received a two-year suspended prison sentence and 40 hours community service.

R v Dillan WHITE

Musbury Tor, Haslingden (Wildfire)

Date and Time of call – 22/04/2022, 20:09

This incident involved a wildfire which caused damage to approximately two hectares of moorland.

The defendant admitted reckless arson and received a conditional caution.

Business Risk

Moderate – Members are made aware of prosecutions related to fire safety activity and/or arson within Lancashire to satisfy themselves that the required robust approach is being pursued.

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: N/a

Lancashire Combined Fire Authority

Meeting to be held on Monday 3 October 2022

Operational Incidents of Interest

Assistant Chief Fire Officer Jon Charters, Director of Service Delivery

Tel: 01772 866801

Executive Summary

This report provides Members with information relating to operational incidents of interest since the last report to the Authority.

Recommendation

The Authority is asked to note the report.

Information

This report provides Members with information relating to operational incidents of interest over the period from 1 June 2022 – 31 August 2022.

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

- 9 fire engines attend a commercial fire in Padiham (12/6/22)
- House explosion at Sefton Terrace, Burnley (20/06/22)
- 6 fire engines attend a commercial building fire in Poulton (4/7/22)
- Fatal house fire in Blackpool (6/7/22)
- Teenager dies in water at Appley Bridge (9/7/22)
- 15 fire engines attend a fire at a landfill site in Chorley (13/7/22)
- 8 fire engines attend a commercial building fire in Longridge (15/7/22)
- Fatal house fire in Thornton Cleveleys (30/7/22)
- 8 fire engines attend a commercial building fire in Burnley (30/7/22)
- Derelict building fire in Accrington (20/8/22)

LFRS station area:	P92 Padiham
Date:	12/6/2022
Time:	15:43

Nine fire engines from Burnley, Hyndburn, Blackburn, Nelson and Rawtenstall attended a fire at Envirofuel on Accrington Road in Hapton. They were supported by the Aerial Ladder Platform from Hyndburn, Command Support Unit from Fulwood and the Stinger Water Tower from Blackburn.

The fire involved an 80m x 80m pile of waste foam sandwich panels which weighed approximately 150 tonnes.

The High-Volume Pump was used to take water from the canal and supply the water to the scene of operations. Firefighters used several water jets to extinguish the fire and our crews remained on scene for 22 hours, which included assisting the Police with the fire investigation. The cause of the fire is believed to be deliberate and Police investigations continue.

LFRS station area:	P90 Burnley
Date:	20/06/2022
Time:	12:08

Fire engines from Burnley, Nelson and Padiham attended reports of an explosion on Sefton Terrace in Burnley. They were assisted by the Aerial Ladder Platform from Hyndburn, Urban Search and Rescue Team from Bamber Bridge and Chorley, along with our Search Dogs and the Drone Team.

The incident involved a 2-storey terraced house, with the whole property affected by fire.

Three casualties were rescued from the debris, with one being airlifted to hospital. Crews remained on scene for a total of 7 hours making the scene safe and assisting with the investigation. The cause of the explosion is still under investigation by the Police.

LFRS station area:	W30 Blackpool
Date:	4/7/2022
Time:	13:29

Six fire engines from Blackpool, South Shore, Bispham, Fleetwood and St Anne's attended a commercial building fire on Beacon Road, Poulton le Fylde. They were supported by the Command Unit from Blackburn, Aerial Ladder Platform from Hyndburn and the Drone Team.

The fire involved a commercial shredding machine, within a 60m x 25m industrial unit which contained over 1000 tonnes of waste material. Several firefighting water jets and plant machinery to move waste, were used to bring the fire under control. Fire crews were on scene for over 9 hours. The cause of the fire was recorded as accidental ignition due to a fault in machinery.

LFRS station area:	W37 South Shore
Date:	6/7/2022
Time:	00:50

Six fire engines from Blackpool, Bispham, St Annes, Fulwood and South Shore, along with the Drone Team and the Aerial Ladder Platform from Preston attended a domestic property fire on Hill Street, Blackpool.

The fire was tackled by 6 Breathing Apparatus wearers using 3 firefighting water jets. The Urban Search and Rescue Team also attended the incident to provide advice on the building as it had become unstable due to the intensity of the fire.

Five casualties were treated by North West Ambulance Service. Tragically, one casualty's injuries were fatal. Several neighbouring properties were evacuated due to the concerns of building collapse.

A joint investigation into the cause of the fire took place and Police investigations into the incident continue. Fire crews were at the scene for 16 hours.

LFRS station area:	S56 Skelmersdale
Date:	9/7/22
Time:	21:36

A call was received by North West Fire Control with reports of a teenager underwater at Dawber Delph, Appley Bridge. Fire Engines from Skelmersdale and Ormskirk attended, along with the Water Incident Unit and the Drone Team.

Fire crews conducted a search of the surface and surrounding embankments with Thermal Imaging Cameras. The LFRS boat was also launched to search the perimeter of the water.

The Drone Team was able to deploy the underwater drone, which successfully located the teenager. This allowed fire crews to be directed into position and successfully recover the casualty to the awaiting ambulance teams. Unfortunately, the teenage male was declared deceased at the scene.

Fire crews were in attendance for approximately 4 hours.

LFRS station area:	S55 Leyland
Date:	13/7/22
Time:	00:17

Calls were received to a small fire in the open on Dawson Lane, Buckshaw Village. Initially 1 fire engine from Leyland was deployed to the Neale's Waste Management site. On arrival the crew were met with a fire involving landfill, covering an area of approximately 14,000sqm.

Additional resources were requested and at the height of the fire, there were 15 fire engines from across the county, supported by High Volume Pumps, 2 Stinger Water Towers, Water Bowser, Breathing Apparatus Unit, Foam Unit, Command Unit and Drone Team.

Crews worked with site staff and excavators to extinguish the fire, which was burning a considerable distance beneath the surface. Firefighting water jets were used to tackle the fire and there was a significant smoke plume within the local area. Media messages were communicated for residents to keep doors and windows closed.

Fire crews were engaged at the scene fighting the fire for 5 days. The cause of the fire has not been determined, due to the location and large area affected by the fire.

LFRS station area:	E59 Longridge
Date:	15/7/22
Time:	03:03

A call was received to a fire at Stone Bridge Mill, Kestor Lane, Longridge. Fire engines from Preston, Fulwood and Bamber Bridge made up the initial attendance and an additional 4 fire engines were requested, along with support from an Aerial Ladder Platform from Morecambe and the Command Unit from Blackburn.

The fire involved both floors of a 2-storey commercial building approximately 25m x 10m. Firefighters tackled the fire wearing Breathing Apparatus and several firefighting water jets, supported by the Aerial Ladder Platform water monitor.

The cause of the fire has not been determined due to the building being structurally unsafe. This prevented fire investigators from accessing the area where the fire started. Fire crews were at the scene for approximately 9 hours.

LFRS station area:	N32 Fleetwood
Date:	30/7/22
Time:	09:07

Fire crews from Fleetwood and Bispham attended reports of a house fire, where it was believed somebody may be trapped inside. The initial crews requested an additional 3 fire engines, which came from South Shore, St Anne's and Blackpool. An Aerial Ladder Platform also attended from Preston, along with the Command Unit from Fulwood.

A casualty was swiftly rescued from the house and was initially given treatment from firefighters, before being transferred to the arriving paramedics. Unfortunately, the casualty was confirmed as deceased at the scene.

The bungalow was fully involved in fire when crews arrived, which was also spreading to the adjoining property. Firefighters tackled the fire wearing Breathing Apparatus and several firefighting water jets.

Crews remained on scene for approximately 30 hours, damping down and assisting the Police with the fire investigation. The cause of the fire is believed to have been accidental.

LFRS station area:	P90 Burnley
Date:	30/7/22
Time:	09:01

Eight fire engines from Burnley, Colne, Clitheroe, Blackburn, Hyndburn, Nelson, Bacup and Rawtenstall, along with the Aerial Ladder Platform from Hyndburn and the Drone Team attended a commercial building fire on Yorkshire Street, Burnley. The fire involved a mid-terraced 2 storey shop, with a flat on the upper floor. The fire had started on the ground floor and had spread to the 1st floor and roof void. The fire was also spreading to the roof voids of adjoining properties.

Firefighters wearing breathing apparatus used two firefighting water jets to tackle the fire. The Aerial Ladder Platform attacked the fire within the roof void and removed roof tiles to expose the fire.

The most probable cause was accidental ignition which involved the electrical supply, although a full investigation wasn't possible due to the unsafe structure. Fire crews remained at the scene for approximately 10 hours.

LFRS station area:	E70 Hyndburn
Date:	20/8/2022
Time:	16:50

Six fire engines from Hyndburn, Nelson, Blackburn and Darwen, an ALP from Preston and the Water Bowser from Leyland attended an incident on Blackburn Road, Church, Accrington. The incident was also supported by the Command Unit from Fulwood and the Drone Team.

The fire involved a derelict building consisting of 4 floors and approximately 15m x 15m in size. The entire building was involved in fire when LFRS arrived and fire crews used several firefighting water jets, with water being sourced from the nearby canal.

Crews were in attendance for 3 days, due to the requirement to search the building with our Search Dog following reports that somebody may have been in the building at the time of the fire.

The most probable cause was recorded as deliberate ignition.

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: N/a

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

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By virtue of paragraph(s) 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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