

**LANCASHIRE COMBINED FIRE AUTHORITY
PLANNING COMMITTEE**

Meeting to be held on 17 July 2017

**ANNUAL PROGRESS REPORT 2016/17
(Appendix 1 refers)**

Contact for further information:
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Executive Summary

The Annual Progress Report 2016/17 seeks to provide an overview of the Service's achievements of the previous year, alongside our progress against the areas of work detailed in the Annual Service Plan 2016. The progress report has been produced in a short film format with a view to engage with the widest possible audience.

Recommendation

For the Planning Committee to endorse the Annual Progress Report 2016/17 and authorise distribution to staff and public.

Information

The progress report is a key part of the Service's corporate planning process and provides the stage to not only highlight the key projects that have been delivered against the 2016 Annual Service plan, but also the opportunity to reflect on some of the major achievements the Service has delivered over the last 12 months.

The report has been produced in a film format and is intended to be a captivating tool to engage both staff and the public. Performance statistics are not included within the 2016/17 report as these are available in detail via the quarterly measuring progress reports on the website.

A supporting document (attached as appendix 1) has been produced to highlight the progress of all the priority activities listed within the 2016 Annual Service Plan, this is to be publicised alongside the film.

The film will be communicated to all members of staff and will be available to the public via the Service website and also via YouTube and Vimeo channels. It has been produced with in-house expertise and at minimal cost.

Business Risk

The Authority must provide the public with access to information about its performance.

Environmental Impact

None

Equality and Diversity Implications

A copy of the script used to produce the film-based report will be made available to people who are visually impaired. A subtitled version can be made available upon request

HR Implications

N/A

Financial Implications

N/A

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

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