

## LANCASHIRE COMBINED FIRE AUTHORITY PLANNING COMMITTEE

Meeting to be held on 10 February 2020

### ANNUAL SERVICE PLAN & STRATEGIC ASSESSMENT OF RISK 2020/21 (Appendices 1 and 2 refer)

Contact for further information: Assistant Chief Fire Officer Ben Norman  
Telephone: 01772 866801

#### Executive Summary

This year's Annual Service Plan (appendix 1) continues to provide LFRS with the platform to highlight the priority activities and projects the Service intends to deliver over the coming year. We are leading improvements and innovation in our sector with some of the best firefighting equipment and training facilities in the country and a highly skilled and motivated workforce.

The year ahead will see us build on our achievements by staying focused on continuous improvement that makes the people of Lancashire safer, particularly the most vulnerable members of our communities. Many of our priorities are initiatives that will transform the way we work and bring lasting benefits.

This year's Annual Service Plan is to be published alongside the Strategic Assessment of Risk (appendix 2). First published in 2016, this document has been refreshed for the 2020/21 year and branded to mirror the 2020/21 Annual Service Plan document that it supports, by capturing the dynamic picture of changing risk in Lancashire.

#### Recommendation

The Planning Committee is asked to note and endorse both documents for publication.

#### Background

##### Part 1: Annual Service Plan

The Annual Service Plan is a core part of our planning framework which sets out the activities we intend to deliver during the next 12 months and is built around the Service's four corporate priorities that are detailed in the Integrated Risk Management Plan. These are:

1. **Preventing** fire and other emergencies from happening and **Protecting** people and property when fires happen
2. **Responding** to fire and other emergencies quickly and competently
3. **Valuing** our people so they can focus on making Lancashire safer
4. **Delivering** value for money in how we use our resources

## Role in the planning framework

The Annual Service Plan sits at the heart of our framework and informs activity that will be led across the Service, as well as locally within district plans. Activities that we plan to deliver also inform our staff performance appraisal process so all staff understand our plans and are involved in helping to deliver our key activities.

As in previous years, detailed under each corporate priority is a series of activities and projects with a brief description of each item to give further clarity and context. This ensures that all staff and the public are informed of the changes and activities the Service aims to progress and how these items fit within our priorities. This provides the opportunity for the Service to ensure that we continue to provide transparency and visibility of our plans in a clear and concise format. The governance arrangements for delivery of the Annual Service Plan items will continue to be monitored through the Service's Corporate Programme Board and Service Management Team.

As always, we aim to continually improve and refine our planning processes and this year's document aims to add focus on achievable progress within the year, acknowledging that a significant proportion of items are continued from the 2019/20 Plan, reflecting our commitment to a number of long-term projects. It is presented in a style to remain consistent with that of the previous Annual Service Plans produced under the current IRMP period of 2017 – 2022.

## **Background**

### **Part 2: Strategic Assessment of Risk**

Risk in Lancashire will always remain dynamic; it changes over time, differs by area and demographic, and needs different interventions to reduce the likelihood of the risk occurring or to lessen its consequences. We identify these risks in our Strategic Assessment of Risk which is refreshed annually and is also informed by the Lancashire Resilience Forum Community Risk Register. Through our risk management framework, we continually assess changing risk and prioritise our response framework. A wider consultation has also taken place, involving District Councils, LCC and Lancashire Constabulary, in order to gain a more complete collaborative picture of the perceived risk from the viewpoint of all organisations.

This year's document again builds on previous iterations as we seek to continually improve our risk management processes. We have sought to identify more clearly how LFRS responds to a number of the strategic risks identified, examples being; Moorland fires with the use of the burns team and Waste, Recycling and Scrap site fires utilising our two Stingers and the use of our Waste Fire Tactical Advisor. This individual can now be mobilised to such incidents and is available for advice when completing site specific risk information plans.

The Strategic Assessment of Risk reflects the knowledge and experience of a variety of specialist departments and is consolidated each summer to allow for departmental plans to be produced and for our Service's annual planning day. It was subsequently published as a standalone document to the LFRS website. This year like last, the document has been held back for publication alongside the Service's Annual Service Plan due to the relationship between the two documents. Our Annual Service Plan reflects our response to identified risk and our activities this year clearly reflect a

targeted approach to many items identified within the Strategic Assessment of Risk. It is intended to continue this dual approval and publication approach in future years.

### **Business Risk**

The Annual Service Plan forms an integral part of the Service's corporate planning process. It sets and communicates a clear strategic direction of travel for the next 12 months. The provision of such a document ensures that proper business planning takes place.

The Strategic Assessment of Risk is an integral part of the Service's Risk Management Framework and captures the high-level risks that the Service must prepare for and respond to. It forms a key part of our planning process culminating in the development of our Annual Service Plan.

### **Sustainability or Environmental Impact**

None.

### **Equality and Diversity Implications**

The Annual Service Plan and Strategic Assessment of Risk have been produced in accordance with accessibility guidelines.

### **HR Implications**

No implications

*N.B. The Annual Service Plan should form part of the appraisal conversation, linking an individual to Strategic objectives through departmental and district plans.*

### **Financial Implications**

The Annual Service Plan will be made available on line. However, hard copies will also be made available to staff as part of our efforts to improve staff engagement and further develop leadership capability, and therefore a cost will be incurred under the Corporate Communications department budget. The Strategic Assessment of Risk will not be printed and will therefore incur no additional costs.

### **Local Government (Access to Information) Act 1985**

#### **List of Background Papers**

Paper	Date	Contact Ben Norman Tel. 01772 866801
Reason for inclusion in Part II, if appropriate:		