

# Lancashire Combined Fire Authority

## Planning Committee

Meeting to be held on 5 February 2024

### Annual Service Plan 2024/2025 (Appendix 1 refers)

Contact for further information – Deputy Chief Fire Officer Steve Healey  
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#### Executive Summary

This year's Annual Service Plan (ASP) continues to provide Lancashire Fire and Rescue Service (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 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 provides the direction and deliverables that have been identified to deliver against the strategic aims of our Community Risk Management Plan (CRMP) and supporting core strategies.

#### Recommendation(s)

The Planning Committee are asked to note and endorse the ASP for publication.

#### Information

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 five corporate priorities that are detailed in the Community Risk Management Plan. These are:

1. **Valuing** our people so they can focus on making Lancashire safer
2. **Preventing** fire and other emergencies from happening
3. **Protecting** people and property when fires happen
4. **Responding** to fire and other emergencies quickly and competently
5. **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 proportion of items are continued from the 2023/24 Plan, reflecting our commitment to a number of long-term projects. It is presented in a style to remain consistent with that of the CRMP 2022-27.

## **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.

## **Sustainability or Environmental Impact**

None

## **Equality and Diversity Implications**

The Annual Service Plan has been produced in accordance with accessibility guidelines. The overarching strategic documents have also had equality impact assessments carried out.

## **Data Protection (GDPR)**

Will the proposal(s) involve the processing of personal data? N

If the answer is yes, please contact a member of the Democratic Services Team to assist with the appropriate exemption clause for confidential consideration under part 2 of the agenda.

## **HR implications**

No implications, however, the ASP should form part of the district planning process and will link through to individual appraisals.

**Financial implications**

The updated ASP directs the Service's focus over the next 12 months. All items within the Annual Service Plan are either already within revenue and capital budgets or will be progressed accordingly through the Resources committee, as required.

**Legal implications**

None

**Local Government (Access to Information) Act 1985****List of background papers**

Paper:

Date:

Contact:

Reason for inclusion in Part 2 if appropriate: Insert Exemption Clause