



County Offices
Newland
Lincoln
LN1 1YL

15 October 2018

Public Protection and Communities Scrutiny Committee

A meeting of the Public Protection and Communities Scrutiny Committee will be held on **Tuesday, 23 October 2018 at 10.00 am in Committee Room One, County Offices, Newland, Lincoln LN1 1YL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in black ink that reads 'Keith Ireland'.

Keith Ireland
Chief Executive

**Membership of the Public Protection and Communities Scrutiny Committee
(11 Members of the Council)**

Councillors N H Pepper (Chairman), A N Stokes (Vice-Chairman), W J Aron,
C J T H Brewis, K J Clarke, Mrs P Cooper, Mrs C J Lawton, C R Oxby,
M A Whittington, L Wootten and R Wootten

**PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE AGENDA
TUESDAY, 23 OCTOBER 2018**

Item	Title	Pages
1	Apologies for Absence/Replacement Members	
2	Declaration of Members' Interests	
3	Minutes of the meeting held on 11th September 2018	5 - 12
4	Announcements by the Chairman, Executive Councillors and Lead Officers	
5	Public Protection Commissioning Strategy <i>(To receive a report from Chris Davison (County Officer – Public Protection), which details the progress of the new Commissioning Strategy for Public Protection)</i>	13 - 18
6	Fire and Rescue - Statement of Assurance <i>(To receive a report from Nick Borrill (Chief Fire Officer), which provides the committee with the annual Statement of Assurance for on Financial, Governance and Operational matters)</i>	19 - 30
7	Trading Standards Impacts and Outcomes Framework <i>(To receive a report from Mark Keal (Business and Public Protection Manager), which provides a review of the delivery of Trading Standards Services in Lincolnshire for the financial year 2017-18)</i>	31 - 38
8	Prevent Annual Review 2018 <i>(To receive a report from Nicole Hilton (Chief Community Engagement Officer) and Paul Drury (Programme Officer – Prevent), which provides an update on Prevent activity in Lincolnshire during 2017/18)</i>	39 - 46

NOTE: Discussion of this report may result in the requirement for the disclosure of confidential information ("Confidential" information refers to information provided to the Council by a government department on terms which forbid the disclosure of that information to the public or information the disclosure of which to the public is prohibited by or under any enactment or by the order of a court). Where the requirement for such disclosure is identified no further discussion will take place on the item. When discussion that does not require reference to confidential information is complete, the press and public will be excluded from the meeting before the remaining identified items are discussed)

**9 Public Protection and Communities Scrutiny Committee
Work Programme**

47 - 54

(To receive a report from Daniel Steel (Scrutiny Officer), which enables the Committee to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit)

Democratic Services Officer Contact Details

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Please note: for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

All papers for council meetings are available on:
www.lincolnshire.gov.uk/committeerecords



**PUBLIC PROTECTION AND
COMMUNITIES SCRUTINY
COMMITTEE
11 SEPTEMBER 2018**

PRESENT: COUNCILLOR N H PEPPER (CHAIRMAN)

Councillors A N Stokes (Vice-Chairman), W J Aron, C J T H Brewis, K J Clarke, Mrs C J Lawton, C R Oxby, M A Whittington, L Wootten and R Wootten

Councillors: R D Butroid, L A Cawrey and B Young attended the meeting as observers

Officers in attendance:-

Clare Newborn (Community Safety Manager), Debbie Yeates (Area Manager - Corporate Support (LFR)), Donna Sharp (County Service Manager (Registration, Celebratory & Coroners Services)), Daniel Steel (Scrutiny Officer), Emily Wilcox (Democratic Services Officer), Les Britzman (Deputy Chief Fire Officer), Sean King (Organisational Development Manager (LFR))

21 APOLOGIES FOR ABSENCE/REPLACEMENT COUNCILLORS

There were no apologies for absence.

22 DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of interest.

23 MINUTES OF THE MEETING HELD ON 24TH JULY 2018

Members reviewed the minutes and highlighted that some actions that were agreed at the previous meeting had not yet been completed. Officers agreed to circulate the following:

- A copy of the volunteers welcome pack
- Information relating to the cost of fire signals to the authority
- Further data on deliberate fires

RESOLVED:

1. That the minutes of the meeting held on 24th July 2018 be approved as a correct record and signed by the Chairman
2. That the agreed documents/information, as above, be circulated to the Committee following the meeting

**24 ANNOUNCEMENTS BY THE CHAIRMAN, EXECUTIVE COUNCILLORS
AND LEAD OFFICERS**

There were no announcements by the Chairman, Executive Councillors and Lead Officers.

25 QUARTER 1 PERFORMANCE REPORT

The Chairman drew the Committee's attention to the Quarter One Performance Report, which provided key performance information relevant to the work of the Community and Public Safety Scrutiny Committee.

Members were invited to consider and comment on the performance information contained in the report, and to highlight any recommendations or further actions for consideration.

Questions and comments from members and officers included the following:

- In response to a question, officers explained that the offenders were finding new places to hide the illegal and counterfeit goods so officers were having to look for new ways to catch them out.
- Members felt that it was important that the public were informed of the dangers posed by the illegal and counterfeit goods.
- Officers clarified that there were high efforts being made to ensure that people were reporting antisocial behaviour.
- One member questioned how there could be a reduction in alcohol related anti-social behaviour incidents but a rise in alcohol related crime incidents. It was explained that the data for 'reduction in alcohol related anti-social behaviour incidents' was recorded by the police, whereas the 'rise in alcohol related crime incidents' data was collected by the Home Office, and both used differing categories for classifying incidents as crimes, meaning that the results could appear to be conflicting.
- It was expected that there would be a high rise in the figures for crime across Lincolnshire due to the way that the Home Office categorised the data for crime related incidents.
- Officers were aware of the increase of demand for IT services and were looking at ways to incorporate IT services into libraries.
- In response to a question, the Executive Councillor for Community Safety and People Management explained that colleagues were carefully considering the appropriate alternative measure that was proposed to replace 'alcohol related violent crimes' and that he would report back on the progress at the next Overview and Scrutiny Management Board (OSMB) meeting.

The Chairman asked members whether they felt that the targets for the current measures were appropriately set, or needed some adjustment. Members felt targets should be reviewed on occasion, as it was inevitable that they would change over time.

RESOLVED:

That the report and comments made be noted.

26 REGISTRATION, CELEBRATORY AND CORONERS SERVICE UPDATE

The County Services Manager provided an update on the Registration, Celebratory and Coroners Service (RCCS), focusing on the following:

- Activity Levels and Budget
- Assurance
- Challenges
- Medical Examiners
- Stillbirths
- Promotion, Marketing and Signposting

The County Services Manager was pleased to confirm the appointment of a new Senior Coroner to replace Stuart Fisher, the current Senior Coroner, following his retirement in October 2018. The Committee gave thanks to Stuart Fisher for his long service to the people of Lincolnshire and welcomed the new coroner.

The Committee were also asked for their views on whether the £4 statutory fee for the copy certificate at the point of registering stillbirths should be waived. The Committee were informed that, based on the 31 stillbirths recorded in Lincolnshire in 2018/19, the cost impact would amount to less than £150 per year. They were also asked for their views on eliminating the certificate costs for registering the death of somebody under 18 years old, which based on an average of 8 deaths per year, would have a cost impact of approximately £100 per year.

It was highlighted that there had continued to be difficulty in registering deaths within the 5 day period, where there had been no referral to the coroner. It was noted that many Medical Certificates of Cause of Death were not completed until day 3 or 4, and once the family had collected the certificate and contacted the service, the five day target was unachievable, and that there had been difficulties nationally in meeting the target.

Questions and comments from councillors and officers included the following:

- It was questioned whether there needed to be a restriction on the number of copies of the stillbirth certificated, if the fee was to be waived. The County Services Manager felt that it was unlikely for people to want lots of copies of the certificated, but it could be monitored.
- The County Services Manager agreed to revisit the Coroners Service Budget to present it in a clearer form.
- It was noted that there was limited income generated from the Coroners Service.
- The County Services Manager understood members' frustration that the registration service still didn't have a card payment facility available to families

**PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
11 SEPTEMBER 2018**

and ensured the Committee that and there had been continued efforts to resolve this at a corporate level. It was hoped that there would be card payment facility available by April 2019.

- It was clarified that the fees for the registration of births and marriages were set nationally.
- It was agreed that a definition of lawful and unlawful killing be circulated to the Committee following the meeting.
- Members requested whether the County Services Manager could return on an annual basis to provide an update to the Committee.

The Committee unanimously supported that a request be made to the Executive / Executive Councillor for Culture and Emergency Services to review the waiver of fees for copy certificates in these circumstances.

The Committee felt strongly that the costs associated with the registration of stillbirths should be waived, and unanimously support a formal recommendation to the Executive to consider the waiver of the £4 statutory fee for copy certificates at the point of registration for stillbirths and for all deaths under the age of 18.

RESOLVED

1. That the report and comments made be noted
2. That the Committee thank Stuart Fisher, Senior Coroner, for his long service to the people of Lincolnshire
3. That a warm welcome be offered to the new Senior Coroner for Lincolnshire
4. That an annual update for the Registration, Celebratory and Coroners Service be scheduled
5. That the Committee support a formal recommendation to the Executive to consider the waiver of the £4 statutory fee for copy certificates at the point of registration for stillbirths and for all deaths under the age of 18

27 UPDATE ON RE-COMMISSIONING OF DOMESTIC ABUSE SUPPORT SERVICES

11:02am – Councillor C Brewis entered the meeting

The Community Safety Manager presented a report which provided an update on the recommissioning of Domestic Abuse Service, and advised on other developments that were likely to have positive implications for the county's response to domestic abuse victims in the future.

It was explained that the Council had initiated the tender for the County's Domestic Abuse Support Services in February 2018 and that the services were tendered in two distinct lots:

- Lot 1 – Outreach Domestic Abuse Support Services
- Lot 2 – Independent Domestic Violence Advisor (IDVA) Services

It was noted that the contract had been awarded to a single provider, West Lincolnshire Domestic Abuse Service (WLDAS), and that the contract had started positively.

The Community Safety Manager gave a summary of the following support services offered by WLDAS across the County:

- IDVA service
- Hospital IDVA
- Outreach Domestic Abuse Support Service – Support for Adults (Women and Men)
- Outreach Domestic Abuse Support Service – Support for Children/Families
- Targeted Children's Support Service

Questions and comments from members and officers included the following:

- In response to a question, it was clarified that the Hospital IDVA would initially only be based at Lincoln Hospital; however it was hoped that this could be expanded to other hospitals in the future.
- Resource had been put into training the IDVA's to be able to confidently assist people whom English was not their first language.
- It was clarified that the Outreach Support Service supported around 2000 victims, but the estimated usage for the intervention for young people and hospital provision within the service had been based on assumptions as these services had not been provided in the past. Officers ensure that these services would be monitored closely to ensure that demand could be supported.
- Officers were unable to give a definite answer as to how when they would remove somebody from the statistic of being a 'victim', as support was offered to individuals whenever they needed it.
- It was noted a new approach was being undertaken which would focus on prevention and early intervention, rather than a crisis management approach that had been taken previously.
- One member questioned how we protect the children or those individuals who disclose information about a victim or abuser to the domestic abuse service. In response, officers explained that individuals were offered support sessions as part of the intervention process and that conversations approached in a discreet, sensitive way.

RESOLVED:

That the report and comments made be noted.

28 FIRE AND RESCUE - UPDATE ON THE FIRE AND RESCUE RETAINED DUTY SYSTEM REVIEW

The Area Manager for Corporate Support gave an update on the Fire and Rescue Retained Duty System (RDS) Review, and the progress of the action plan and which would ensure future resilience of the on-call system.

The report highlighted the following 9 key areas of recommendation and their projected outcomes:

- Recruitment and Selection
- Structure of organisational development
- Strategy and policy
- Training phases 1-3/Learning management system
- Resilience reserve and crewing levels
- Availability agreement
- Annual leave arrangements
- Electronic availability
- Payment system

It was noted that recommendations had been assigned to each one of the key areas, with area having been given a priority rating, with the aim of completing the project by 30th April 2018.

The Deputy Chief Fire Officer explained that during the review they had recognised the need to maintain a focus on the on-call RDS system. Consequently, they had established an 'On-Call' Resilience Board to ensure that relevant personnel continued the good work started by the RDS review. The Deputy Chief Fire Officer offered to report to the Committee on a six monthly basis to update them on the progress of the On-Call Resilience Board.

Questions and comments from members and officers included the following:

- One member questioned how flexible the on-call firefighters were able to be in terms of availability, and what the minimum amount of availability that could be offered was. In response, officers explained that the preferred minimum number of hours was 90 a week, but in some circumstances it would be allowed to drop below that. Ultimately the divisional commanders had autonomy on this.
- Officers highlighted that on-call availability was a constant challenge and that the staff deserved recognition for the work they provided to the fire-service.
- One Member asked whether there was anything councillors could do to help advertise and recruit for the on-call roles. Officers were hopeful that improvements to the council's website would enable the fire service to have a better recruitment site online and assist in the process.
- Officers were looking to identify the divisional areas that were finding it difficult to recruit on-call firefighters, and contact the local councillors to see if they could work together to help with recruitment.
- It was noted that there was an employer information section on the fire service's website to give employers an insight of what the role of an on-call firefighter entails.
- In response to a question, officers confirmed that there was no compensation paid to the primary employers for the on-call firefighters, but fire services

PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
11 SEPTEMBER 2018

nationally were lobbying to allow a form of compensation to the primary employers.

- It was confirmed that some Lincolnshire County Council employees were also on-call firefighters.
- Officers explained that on-call firefighters received a maximum of 10% of a full-time firefighter's salary on an annual basis, and also received the same hourly rate as a full-time firefighter during a call-out.
- In response to a question, it was clarified that around 5% of the firefighters in Lincolnshire were women, which was one of the highest rates nationally.
- It was highlighted that there had been national campaigns to drive recruitment and to attempt to change people's perceptions of the typical firefighter and the role itself.
- It was clarified that there was no age limit to be a firefighter, but there were fitness requirements.
- Officers welcomed the attendance of councillors to the local inspections and agreed to send the dates of their inspections to councillors. It was noted that the course inspection dates would be put onto the website in due course.
- In response to question, officers explained that the main reasons for the resignation of on-call firefighters were: lack of activity; too much activity; significant family pressures/lack of leisure time; and a change in primary employer/moving house, meaning that they were too far from the station.

RESOLVED:

1. That the report and comments made be noted
2. That the Committee be updated the progress of the on-call resilience board on a six monthly basis

29 PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
WORK PROGRAMME

The Board was provided with an opportunity to review its own Work Programme.

One member questioned whether the update on the 'Future Model of the Heritage Service' scheduled for 23rd October 2018, included the archive service. In response, the Scrutiny Officer agreed to clarify this with the Chief Community Engagement Officer and notify the member.

RESOLVED:

That the Board was satisfied with the content of the Work Programme

The meeting closed at 12.45 pm

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**Open Report on behalf of Pete Moore,
Executive Director of Finance and Public Protection**

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 October 2018
Subject:	Public Protection Commissioning Strategy

Summary:

This report details the steps taken so far in creating the new Commissioning Strategy for Public Protection, detailing the process undertaken in order to understand the needs of the business area, the defined purpose of Public Protection, and objectives for each business area in order to meet the requirements of our public.

Actions Required:

Members of the Public Protection and Communities Scrutiny Committee are invited to:

1. Consider and comment on the work being undertaken to develop a new Commissioning Strategy for Public Protection; and
2. Give specific consideration to the general purpose underlined for Public Protection and the objectives outlined for each department.

1. Background

Lincolnshire County Council has moved to a "commissioning strategy" model across its business areas. The strategy for Protecting the Public sits under the portfolio of Executive Director Pete Moore, Director for Finance and Public Protection. A commissioning strategy is being prepared on his behalf by Detective Chief Superintendent Chris Davison, who is the seconded Lincolnshire Police Officer who is the County Officer for Public Protection.

The Commissioning Strategy for Protecting the Public has the following elements in scope:

- Community Safety including partnership work to resolve statutory obligations under Section 17 of the Crime and Disorder Act 1998 (the reduction of Crime and Disorder across an area)
- Trading Standards
- Celebratory and Registration Service and Coroner's Service

- Lincolnshire Road Safety Partnership¹
- Lincolnshire Fire and Rescue²

2. Process

In line with the agreed process of Commissioning Strategies, needs assessments have been made of each of these business areas, with the exception of the Lincolnshire Road Safety Partnership, (this is due to the Lincolnshire Road Safety Partnership having its own ten year strategy that has already been written). These needs assessments have been formed by a number of different means, but including:

- Checking against existing documents which lay out expectations – such as the Police and Crime Plan delivered by the Police and Crime Commissioner for Lincolnshire
- Checking across various stakeholder organisations via events or forums such as the district councils and their elected members
- Consultation with the executive and support councillors regarding their expectations
- Public consultation via events, forums, feedback mechanisms
- Checking against data sets and analysis of need based on both quantitative and qualitative data
- Horizon scanning against projected future trends and statutory requirements
- Full details of these consultation methods are produced as appendices to the main strategy.

Once the needs assessments were completed and collated, the process was made to understand what these needs were telling us in terms of how to understand our priorities as a Public Protection department, and to help form our overarching strategic objectives.

3. Proposed Departmental Purpose

The proposed purpose for Public Protection in the strategy is provided below:

- The purpose of the Public Protection directorate is to ensure that Lincolnshire is a safe place to live, work and visit, and that it feels like a safe place to live, work and visit.
- We will prioritise prevention of crime and disorder, and maximise the efficiency of our efforts to intervene to protect the most vulnerable.

¹ LRSP has its own ten year strategy, which covers the strategic intent of the partnership. Therefore, to read more about the strategy for LRSP, please refer to <https://www.lincolnshire.gov.uk//Download/87404>

² The LFR strategy is outlined in its integrated risk management planning (IRMP) baseline document. Therefore, for the strategic document relating to LFR, please refer to <https://www.lincolnshire.gov.uk/lincolnshire-fire-and-rescue/about-us/service-planning/irmp-baseline-document/130350.article>

- We will provide our services efficiently, effectively, and provide good quality service in doing so. We will meet with high customer satisfaction.
- Our services will be sustainable and viable. We will explore and deliver commercial opportunities where they fit with our core purpose.

This purpose underpins the other, more detailed needs which are provided below:

4. Our Strategic Objectives

The strategy goes on to detail which objectives set about meeting the needs identified during the needs assessment, and how and why we organise ourselves to meet these needs. Each department is described, and a structure chart provided in order to demonstrate how Public Protection is structured.

Community Safety

- Preventing and tackling Domestic Abuse
- Preventing and tackling Anti-Social Behaviour
- Preventing and tackling Serious and Organised Crime, concentrating on Modern Day Slavery and Fraud
- Reducing Offending in Lincolnshire
- Recognising and dealing with Mental Health and Substance Misuse where they relate to Crime and Disorder

The scale and complexity of these challenges are such that they suggest the need to deal with them in a different way. To that end, the strategy states that the need to deal with these issues can only be dealt with effectively by way of partnership, and underlies the need to ensure that the Safer Lincolnshire Partnership works alongside other partnerships such as the Lincolnshire Safeguarding Adults and Safeguarding Children's boards.

The strategy also recognises the importance of prevention and joint intervention, and discusses the project to join Police and Lincolnshire County Council teams in collaboration to tackle crime prevention, effective messaging and offender management. It details the work undertaken to commission the provision of a single provider for Domestic Abuse services (WLDAS), and the commissioning of E-Cins electronic anti-social behaviour system to better join services across the county.

The strategy gives detail on the formation and organisation of the Safer Lincolnshire Partnership, which is the county's revised Community Safety Partnership, and how this strives to meet the needs identified for Community Safety.

Trading Standards

- To develop the use of intelligence to scan and test the market place and tackle those organised criminal networks and unscrupulous businesses who

deliberately, repeatedly or recklessly engage in fraudulent trading practices that harm the interests of consumers and legitimate businesses

- To support economic growth by helping businesses to comply with their legal responsibilities and enhancing public protection through delivery of chargeable business advice services and through increasing the number of business partnerships.
- To engage with the public, communities and businesses to increase resilience and safeguard the vulnerable against scams, rogue trading and unfair business practices.
- To develop our Officers to maximise resilience and flexibility in delivering services.
- To effectively manage income and expenditure to achieve a balanced budget for the Trading Standards Service.

In order to do so, the strategy provides details of how Trading Standards may work differently in the future. Principally, one of the developments is around how Trading Standards can better collect and use intelligence it gathers, recognising the increasing complexity and sophistication of some of the criminal networks it now deals with; in order to meet these challenges, the strategy outlines how we will create a joint team with Lincolnshire Police in order to better analyse intelligence, task effectively across the partnership, and use the full range of powers which are available to both agencies.

The strategy also details some of the tactical priorities of Trading Standards during this period. While traditional concerns such as product safety, doorstep crime and scams are still important for Trading Standards, emerging concerns such as cybercrime and high-risk areas such as illicit tobacco and alcohol sales also feature.

Celebratory and Registration Services and Coroner's Services

- The need to continue to provide excellence in service
- Improving our digital offering for customers
- Managing our people and processes effectively
- Managing our finances and maximising appropriate income
- Maximising the value from our partners and suppliers

The strategy makes it plain that the services the county supplies are already very well received by our customers, and that we have very high approval rates. The strategy also details some of the future needs that will come the way of the service, and how the service will need to keep a track of technological and customer expectations. This includes how, for instance, we have already digitised many records to make it easier for family historians to access, but how we will need to add capacity for customers to be able to pay digitally for our services.

The strategy also deals with the appointment of a new Senior Coroner, and the work undergone to modernise the Coroner's service, including the provision of a new electronic case management system, which will further reduce the time taken for the Coroner to be able to undertake their duties, and allow for a more efficient service for our customers.

5. Performance Measurement

Each department of the strategy provides an assessment based on already provided performance statistics, reported to Public Protection Oversight and Scrutiny, about how each is performing. However, in a number of areas, most notably Community Safety, these may not now be relevant to the objectives, or not report on those areas which are directly in the control of the department.

Community Safety is currently in the process of developing new performance measures which will more accurately reflect the contribution of the department in reaching the objectives set. Once completed, these will then be brought to Oversight and Scrutiny for discussion and possible ratification, before being placed in the Strategy. There may be some variance in performance measures for Trading Standards in order to better align with national recording practices, to allow for benchmarking and data gathering which may be of benefit to members, while it is not proposed to significantly alter those used in Celebratory and Registration Services and Coroner's Service, as these were last amended in April 2018 and are thought to be still fit for purpose.

6. Conclusion

The draft commissioning strategy is on target for completion and presentation to the Commissioning and Commercial Board on 7 December 2018.

7. Consultation

a) Have Risks and Impact Analysis been carried out?

N/A

b) Risks and Impact Analysis

N/A

8. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Chris Davison, who can be contacted on 01522 554593 or chris.davison@lincolnshire.gov.uk.

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Open Report on behalf of Nick Borrill, Chief Fire Officer

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 October 2018
Subject:	Fire and Rescue – Statement of Assurance

Summary:

The Fire and Rescue National Framework for England sets out the requirement for fire and rescue authorities to provide an annual Statement of Assurance on financial, governance and operational matters. The Lincolnshire Fire and Rescue Statement of Assurance for 2017-18 is attached. The Statement will be used as a source of information on which to base the Secretary of State's biennial report under section 25 of the Fire and Rescue Service Act 2004.

Actions Required:

The Public Protection and Communities Scrutiny Committee are invited to consider and note the contents of Lincolnshire Fire and Rescue Authority's Statement of Assurance 2017 - 2018.

1. Background

The Fire and Rescue National Framework for England¹ sets out the requirement for fire and rescue authorities to provide an annual Statement of Assurance on financial, governance and operational matters and to show how they have had due regard to the expectations set out in their integrated risk management plan and the requirements included in the Framework. The attached report is intended to meet that obligation.

The Department for Communities and Local Government have provided 'light touch' guidance on the content of the Statement leaving it to individual fire and rescue authorities to decide how to best present the information. As Lincolnshire Fire and Rescue is part of the County Council, much of the financial and governance information has already been published in the Council's Statement of Accounts. Other information is readily available in existing published documents. To avoid duplication these have been referenced in the Statement of Assurance where appropriate.

¹ Fire and Rescue National Framework for England dated Jul 12.

2. Conclusion

Lincolnshire FRA is satisfied that the systems and measures it had in place with respect to financial, governance and operational matters for the period 1 April 2017 to 31 March 2018 were fit for purpose and effective. It is satisfied that its business was conducted in accordance with the law and proper standards and that public money was properly accounted for and used economically, efficiently and effectively. It is also satisfied that, where appropriate, the National Framework requirements have been met.

Following the scrutiny committee meeting the Statement of Assurance will be made available on Lincolnshire Fire and Rescue's website.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	LFR Statement of Assurance 2017 – 2018

5. Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
DCLG – Guidance on statements of assurance for fire and rescue authorities in England	https://www.gov.uk/government/publications/statements-of-assurance-for-fire-and-rescue-authorities-in-england
Fire and Rescue National Framework for England	https://www.gov.uk/government/publications/fire-and-rescue-national-framework-for-england

This report was written by Nick Borrill, who can be contacted on 01522 555706 or nick.borrill@lincoln.fire-uk.org.



STATEMENT OF ASSURANCE

2017 - 2018



INTRODUCTION

The Fire and Rescue National Framework for England¹ sets out the requirement for fire and rescue authorities to provide an annual Statement of Assurance on financial, governance and operational matters and to show how they have had due regard to the expectations set out in their integrated risk management plan and the requirements included in the Framework. This document is intended to meet that obligation through reference to existing plans, reports and public web pages.

BACKGROUND

General

Lincolnshire Fire and Rescue (LFR) is the statutory fire and rescue service for the county of Lincolnshire. It is part of Lincolnshire County Council (LCC) which is also the Fire and Rescue Authority (FRA). The Fire and Rescue Services Act 2004² is the core legislation for fire and rescue services in England and Wales. It details the statutory responsibilities for all FRAs which includes making provision for the purpose of extinguishing fires, protecting life and property from fires, rescuing people from road traffic collisions, promoting fire safety and responding to other emergencies.

The Fire and Rescue National Framework document outlines the Government's priorities and objectives for fire and rescue authorities in England. It describes the high level expectations but does not prescribe operational matters. The priorities in the Framework (covering the period 2017-18) are for fire and rescue authorities to:

- identify and assess the full range of foreseeable fire and rescue related risks their areas face, make provision for prevention and protection activities and respond to incidents appropriately
- work in partnership with their communities and a wide range of partners locally and nationally to deliver their service
- be accountable to communities for the service they provide

The County

Lincolnshire is the fourth largest county in England covering 5,921 square kilometres. The County is classified as one of the most rural in England by the Department for Environment, Food and Rural Affairs (DEFRA). Five of the 7 Local Authority Districts in Lincolnshire³ are classified as either 'mainly' or 'largely' rural, with Boston being classified as 'urban with significant rural' and Lincoln as 'urban with city and town'. Further information on rural-urban classifications can be found on the [DEFRA](#) website.

Estimates for 2017 place the County population at 751,200⁴, an increase of 8.3% since 2007. Current projections suggest the population will increase by 11% by 2041. Notwithstanding this, population density remains low with 127 people per square kilometre compared with an average for England of 427 people per square kilometre.

Not only is the population increasing but it is also ageing with the proportion of people age 65 and over projected to increase from 23% in 2016 to 30% in 2041. The proportion of people over 75 years of age is predicted to increase by 88% over the same period. Further information about the County can be found at www.research-lincs.org.uk.

¹ Fire and Rescue National Framework for England dated Jul 12. Revised document published May 18.

² <http://www.legislation.gov.uk/ukpga/2004/21/contents>

³ East Lindsey, North Kesteven, South Kesteven, South Holland and West Lindsey

⁴ Office for National Statistics 2017 mid-year population estimates/GP Registrations April 2016 (NHS-HSCIC).

Lincolnshire Fire and Rescue (LFR) - the 'Service'

LFR operates 38 fire stations. One of these is staffed by wholetime firefighters around the clock, 8 are staffed by wholetime firefighters during the day who provide on-call cover at night from these locations and the remainder are staffed by firefighters on the Retained Duty System. As at 31 March 2018, the Service establishment⁵ was 666 staff comprising 608 operational, 17 Control and 41 support staff⁶. Key operational equipment includes:

- 48 station-based fire engines
- 2 aerial appliances
- 5 special appliances⁷
- 10 swift water rescue boats
- National Resilience capability⁸

The Service received 24,417 calls during 2017/18 and attended 13,126 operational incidents.

FINANCIAL

General

LFR are included within all County Council financial procedures including budget setting, budget monitoring and the production of final accounts which ensures that public money is properly accounted for. LFR conducts its activities, as part of the County Council, in accordance with its duty under section 3 of the Local Government Act 1999 in respect of ensuring it performs its functions economically, efficiently and effectively.

The Executive Director of Finance and Public Protection is responsible for the preparation of the Authority's Statement of Accounts in accordance with proper practices⁹. The purpose of the accounts is to give electors, local tax payers and service users, elected members, employees and other interested parties clear information about the Council's finances. The published Statement of Accounts for 2017/18 can be found at [Statement of Accounts](#).

The Authority's financial statements and value for money conclusion are audited independently. The audit for 2017/18 concluded that the financial statements give a true and fair view of the financial position of the Authority and of the Authority's expenditure and income for the year. The auditors were also satisfied that the Authority had appropriate arrangements in place for securing economy, efficiency and effectiveness in the use of its resources. The audit opinion can be found within the [Annual Audit Letter 2017-18](#).

Value for Money

LFR overspent by 1.68% on its 2017/18 final revenue budget of £19.0m¹⁰. There was a re-alignment of £2.0m on the original capital budget of £3.0m. This resulted from a number of capital programmes, including fire fleet and the station improvement programme, being deferred to 2018/19. The Service was required to make revenue savings of £1.005m during 2017/18. These were delivered primarily through internal restructuring and changes to duty systems.

There are various ways of comparing total revenue spending of FRAs from expenditure per head of population to expenditure per hectare, fire engine or fire station. Used selectively, each of these measures can be misleading. However, used together they can help build a

⁵ Actual headcount may vary.

⁶ Not including Emergency Planning and Business Continuity.

⁷ 2 Rescue Support Units, Water Carrier, Command Support Vehicle and Welfare Unit.

⁸ Urban Search and Rescue (USAR) and High Volume Pumping capability.

⁹ As set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom.

¹⁰ Mainly due to increasing costs of employers pension contributions following changing pension legislation and auto enrolment of RDS Firefighters.

picture of how one FRA compares with another. A summary of how Lincolnshire FRA compared against a number of the cost measures is shown below¹¹. Viewed collectively the measures indicate that LFR performed well in comparison to other fire and rescue services in England.

Cost Measure	Average for all English FRAs	Lincolnshire FRA
£ per head of population	35.6	30.9
£ per hectare	150.8	38.7
£ per operational fire station	1,405,859	606,158

GOVERNANCE

LCC (as the fire and rescue authority) is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for and used economically, efficiently and effectively. One of the Executive Councillors (the portfolio holder) has specific responsibility for the exercise of executive functions in relation to the Council's role as Fire Authority.

LCC has adopted a governance and assurance structure which is consistent with the principles of the Chartered Institute of Public Finance and Accountancy/Society of Local Authority Chief Executives Framework '*Delivering Good Governance in Local Government*'. The Council's Annual Governance Statement sets out its commitment to good governance describing the governance framework and processes. It provides details as to the measures taken by LCC to ensure appropriate business practice, high standards of conduct and sound governance and sets out the actions LCC have undertaken to review the effectiveness of its governance framework, including the system of internal control. LCC's Annual Governance Statement is included in its [Statement of Accounts](#) publication.

LCC's internal audit department publishes an Annual Internal Audit Report¹². This provides an independent opinion on the overall adequacy and effectiveness of the Council's governance framework and internal control system. The opinion of the Head of Internal Audit in respect of 2017/18 was that arrangements for governance were performing well, and that arrangements for risk management, financial control and internal control were performing adequately.

The Portfolio Holder and Executive Director of Finance and Public Protection provide routine oversight of the fire and rescue service. Key decisions are processed through the County's Informal Executive and Executive as necessary. LFR reports to the Public Protection and Communities Scrutiny Committee on a regular basis in accordance with the scrutiny work programme. Copies of committee reports can be found on the [LCC website](#).

OPERATIONAL

Planning

Lincolnshire FRA has carried out its functions in accordance with the defined statutory and policy framework in which it is required to operate. The key documents setting this out are:

- The Fire and Rescue Services Act 2004
- The Civil Contingencies Act 2004
- The Regulatory Reform (Fire Safety) Order 2005
- The Fire and Rescue Services (Emergencies) (England) Order 2007

¹¹ Based on 2016/17 Chartered Institute for Public Finance and Accountancy (CIPFA) statistics (actuals).

¹² As per the Public Sector Internal Audit Standards (PSIAS) and the Accounts and Audit Regulations 2015.

- The Localism Act 2011
- The Fire and Rescue National Framework for England
- The Health and Safety at Work etc Act 1974

To ensure the Service is well positioned to meet the duties and responsibilities placed on it by the Government, LFR undertakes a process of Integrated Risk Management Planning (IRMP). This is a holistic and flexible process that enables fire and rescue services to identify, measure and mitigate the social and economic impact of fires and other emergencies. As part of the process LFR identifies those risks to the community that, as a fire and rescue service, it can help to mitigate. It develops the key strategies it will use to deal with those risks, the core strategies being Prevention, Protection and Response. Further detail on the planning process, key risks and core strategies can be found in the [IRMP Baseline Document 2016-2020](#).

LFR conducted an extensive consultation on its draft 4-year IRMP Baseline Document. This provided relevant stakeholders with the opportunity to comment on the risks identified and proposed strategies for dealing with them. The consultation document, along with the results of the consultation, can be found at [IRMP Consultation](#).

While the IRMP Baseline Document sets out the strategies for the Service, the detail on how these are delivered is included in the supporting annual Service Plans. These outline key Service objectives and outcomes and are the mechanism by which performance is managed. Key Service objectives for 2017/18 were:

- Reduce fires and their consequences
- Reduce road traffic collisions and their consequences
- Improve health and wellbeing
- Protect the community and environment from the impact of major emergencies
- Manage our people effectively
- Manage our resources effectively
- Govern the business effectively

Further detail can be found in the [Service Plan 2017-18](#).

Having robust Business Continuity Plans is essential if the Service is to minimise the impact of a disruption on its ability to deliver an effective service to the community. LFR continues to maintain, develop and test plans to deal with major disruptions of service resulting from staff shortage, loss of premises, technology failure, loss of information or loss of a key supplier or partner.

Collaborative Working and Interoperability

LFR works with a wide variety of local partners to deliver its key strategies. Its Prevention strategy is based around home safety, health and wellbeing, road safety, arson reduction and youth engagement. Programmes and activities within these themes are targeted at those most vulnerable and delivered in conjunction with key partners. Examples include Telecare, the [Lincolnshire Road Safety Partnership](#)¹³ and the Arson Task Force.

LFR's Protection strategy aims to educate and regulate the built environment to protect people, property and the environment from harm. To deliver this the Service has developed close working relationships with other public enforcement bodies. These include Local District Housing and Environmental Health, Trading Standards, Police, Licensing officers, Gang-masters Licensing Authority and the Health and Safety Executive. The Service has also continued to develop its work on a fire safety based Primary Authority Scheme with a

¹³ Partners include the County Council, Police, Fire and Rescue, Highways Agency, NHS Partnership, Probation Service, East Midlands Ambulance Service.

number of businesses aimed at securing greater co-ordination of regulatory and enforcement activities at their premises.

In terms of the Response strategy, LFR deliver a number of activities in partnership with other agencies. Key joint capabilities include:

- The Co-responder scheme. This is a collaboration with East Midlands Ambulance Service (EMAS) and Lincolnshire Integrated Voluntary Emergency Service (LIVES) to provide emergency response to cardiac and respiratory arrest and similar life threatening emergencies.
- Fire Emergency Support Service (FESS). Working with British Red Cross volunteers FESS provides post incident advice and support to members of the community.
- Bariatric Response. In partnership with Adult Social Care and EMAS, the Service provides specialist advice and response in support of bariatric patients.
- Joint Ambulance Conveyance. The Joint Ambulance Conveyance capability aims to improve the quality of service and outcomes for patients in Lincolnshire through a complementary approach to ambulance provision in the County. Building on the existing co-responder scheme, it runs in partnership with EMAS and LIVES from 3 retained fire stations.

LFR plays a lead role in the County's [Local Resilience Forum](#). This multi-agency partnership, established under the authority of the Civil Contingencies Act 2004, brings together the emergency services and other key organisations and agencies in order to plan for and respond to emergencies which may have a significant impact on the community. LFR provide the deputy chair, are represented on the Forum's Programme Management Board and chair the Community Risk Register Risk Assessment Working Group. LFR manage the emergency planning function on behalf of the Council.

Agreements are in place with fire and rescue services bordering Lincolnshire to augment the Service's operational resources where required¹⁴. LFR have also signed up to the National Mutual Aid Protocol¹⁵ which outlines the terms under which an authority may expect to request assistance from, or provide assistance to, another authority in the event of a major national emergency. Working with the Government and other partners, LFR maintain a national resilience capability through its Urban Search and Rescue and High Volume Pumping capabilities.

LFR continue to support the work being undertaken as part of the Joint Emergency Services Interoperability Programme. This is a nationally recognised tri-service programme designed to ensure the blue light services are trained and exercised to work together as effectively as possible. Further details are available at www.JESIP.org.uk.

LFR continue to work alongside other agencies as part of the [Safer Lincolnshire Partnership](#). Established under the Crime and Disorder Act 1998, the partnership has a duty to identify countywide community safety priorities and ways of coordinating activities in relation to those priorities. Priorities for 2018 to 2021 include; anti-social behaviour, domestic abuse, reducing offending and serious and organised crime.

LFR entered into a collaborative partnership with Norfolk, Humberside and Hertfordshire fire and rescue services as part of a project to develop an integrated and resilient joint mobilising system. Each Service will maintain their own Control Room but there will be one shared mobilising system capable of mobilising the resources of each of the other FRS therefore providing significant improvements in resilience. The full capability is expected to go live in

¹⁴ In accordance with section 13 and 16 of the Fire and Rescue Services Act.

¹⁵ Fire Service Circular 42/2006 - National Mutual Aid Protocol for Serious Incidents.

early 2019. By working collaboratively savings are anticipated through joint procurement and common operating procedures. There are also likely to be opportunities to extend this to other operational practices in the future.

LFR continue to provide support for the UK International Search and Rescue (ISAR) team. The mechanism for provision of this capability is outlined in a memorandum of understanding between the Department for International Development, the Home Office and CFOA National Resilience.

Performance

LFR use a number of key performance indicators to assess progress against its Service objectives. During 2017/18 the main differences, compared to the previous year, in its operational priority areas were:

- *Reducing fires and their consequences.* LFR saw a 5% increase in the overall number of primary fires and a 4% increase in accidental dwelling fires. However, there was a reduction in the total number of fire deaths and injuries recorded.
- *Reducing road traffic collisions and their consequences.* There were 545 people killed or seriously injured on Lincolnshire's roads during 2017/18. This represents a 17% increase on the previous year.
- *Improving health and wellbeing.* LFR attended 7,285 co-responder incidents which represents a marginal increase on the previous year. Of those incidents attended firefighters provided assistance on 91% of occasions.

Details of all the Service's performance indicators for 2017/18 can be found in the [Service Plan 2018-2019 Part 2](#).

Continuous Improvement

LFR identified 3 main improvement priorities for 2017/18. Progress against each is as follows:

- *Implement our Retained Duty System (RDS) action plan.* We have now implemented the majority of recommendations from our review into the RDS and are starting to see some of the benefits. This includes an increase in the number of new recruits undergoing training. We have also established an On-call Resilience Board to maintain the focus on RDS (on-call) issues.
- *Enhance the effectiveness of our collaborative working.* As part of the blue light collaboration programme, LFR moved into a shared Fire and Police headquarters in March 2017 and opened a new joint fire and ambulance station in Louth in November 2017. Other aspects of the programme include the establishment of a shared fire and police Control room, which is due to be operational in early 2019, and the construction of a joint fire, police and ambulance station on the South Park site which is scheduled to open in July 2019.
- *Develop our Information Communications Technology (ICT) capability.* We have seen continued development of our Learning Management System and introduced new software to support our risk and workload modelling. While there has been a delay in implementing the final stage of our Future Control project, the initial capability continues to work effectively. The full capability is now expected to be operational in early 2019.

As part of the commitment to continuous improvement the Service was reviewed under the Local Government Association Operational Assessment and Fire Peer Challenge in November 2017. The process is used to provide independent assurance to FRAs and local communities that operational service delivery is efficient, effective and provides value for money. Key findings from the Peer Challenge included that:

- there is pride and a positive culture across LFR
- IRMP changes have been well managed with good staff and partner engagement, ensuring that LFR remains fit for purpose
- there is a clear commitment to blue light collaboration which is well resourced and governed

A copy of the 2017 Peer Challenge report can be found at [Peer Challenge](#). The Service has also recently been inspected as part of the new Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services process. The results of this inspection are expected by the end of the year.

LFR's Urban Search and Rescue (USAR) team were assessed as part of the National Resilience USAR assurance process at the end of 2016. The final report, published in May 2017, concluded that, overall, the Lincolnshire USAR Team performed to a high standard providing a fit for purpose capability¹⁶.

LFR's process for quality assuring its development programmes was re-accredited in 2017/18 by Skills for Justice (SfJ). The Service's recruitment and incident command training courses were also re-awarded the SfJ Skills Mark accreditation.

Auditing of operational incidents is conducted in accordance with LFR's integrated Quality Assurance policy¹⁷. Findings from audits are discussed during 'hot debriefs' and recorded at stations as appropriate. Summary operational performance key findings reports are circulated quarterly highlighting key issues, good practice and learning points.

LFR conduct annual Organisational and Operational Preparedness inspections of all stations. Both inspections are scored. This enables the organisation to assess the operational readiness of its stations and identify any areas for development. During 2017/18 stations achieved between 88% and 99% on overall performance scores.

Future Plans

Future plans for LFR include:

- Improving the health and wellbeing of our workforce. This will be coordinated through the work of the wellbeing and inclusion Board.
- Continuing to enhance the effectiveness of our collaborative working both with other blue-light services and wider partners.
- Continuing to develop our Information Communications Technology capability. This will include the development of a revised Management Information System strategy and the joint future Control capability.

Further details on the Service's plans for 2018-19 can be found at [Service Plan 2018-19](#).

¹⁶ NFCC National Resilience letter dated May 17.

¹⁷ Service Order 13 and TPP 9.1.1.

Summary

Lincolnshire FRA is satisfied that the systems and measures it had in place with respect to financial, governance and operational matters for the period 1 April 2017 to 31 March 2018 were fit for purpose and effective. It is satisfied that its business was conducted in accordance with the law and proper standards and that public money was properly accounted for and used economically, efficiently and effectively. It is also satisfied that, where appropriate, the National Framework requirements have been met.

Signed:



Nick Worth
Executive Councillor for Fire and Rescue



Nick Borrill
Chief Fire Officer

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**Open Report on behalf of Pete Moore,
Executive Director of Finance and Public Protection**

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 October 2018
Subject:	Trading Standards Impacts and Outcomes Framework

Summary:

This report provides a review of the delivery of Trading Standards Services in Lincolnshire for the financial year 2017-18.

Actions Required:

Members of the Committee are invited to consider and comment on the contents of this report and the delivery of Trading Standards Services for the financial year 2017-2018.

1. Background

The Trading Standards Service has a key role to play in enhancing the economy for legitimate businesses and safeguarding the financial interests of the residents of Lincolnshire, particularly the vulnerable, at greatest risk from unfair trading methods employed by organised criminals and unscrupulous businesses. Through effective use of resources to meet statutory obligations the service endeavours to ensure that businesses based and operating in the County are legally compliant and deliver quality goods and services. In doing so Trading Standards seek to achieve a level playing field for businesses based on fair competition and customer confidence both of which are crucial to promoting economic growth in our local economy.

The Trading Standards Service exists to fulfil the Authority's statutory responsibilities to deliver consumer protection for the residents of Lincolnshire. It has duties and powers in over 124 Acts of parliament and over a 1000 regulations.

In delivering the service the aim is to be responsive to the needs of those consumers, communities and businesses. The service continues to work closely with partner agencies and stakeholders to add value to services provided and support corporate aims and values where there is benefit for local communities.
Strategic Priorities 2016-2019

Through a process of strategic assessment the Trading Standards Service identified the following strategic priorities areas to be addressed:

Objective 1: To develop the use of intelligence to scan and test the market place and tackle those organised criminal networks and unscrupulous businesses who deliberately, repeatedly or recklessly engage in fraudulent trading practices that harm the interests of consumers and legitimate businesses. Whilst rogue trading can occur in any trade sector it has been identified the following that specifically impact local communities in Lincolnshire:

- Doorstep Crime and Scams;
- Cybercrime;
- Illicit Tobacco;
- Product Safety ;
- Second-hand Car Sales;
- Intellectual Property, and
- Food Fraud.

Objective 2: To support economic growth by helping businesses to comply with their legal responsibilities and enhancing public protection through delivery of chargeable business advice services and through increasing the number of business partnerships.

Objective 3: To engage with the public, communities and businesses to increase resilience and safeguard the vulnerable against scams, rogue trading and unfair business practices.

Objective 4: To develop our Officers to maximise resilience and flexibility in delivering services.

Objective 5: To effectively manage income and expenditure to achieve a balanced budget for the Trading Standards Service.

To meet these objectives the Service has needed to prioritise work in these areas. Other trading standards functions are considered low priority and will be resourced only in exceptional circumstances. These include:

- The provision of civil law advice to resolve a breach of contract unless the customer is considered vulnerable when our response will be limited to assistance writing a letter before action. All Lincolnshire consumers can access free and impartial advice from the national Consumer Helpline operated by Citizens advice by professionally staffed call centres.
- Responding to individual complaints alleging a breach of criminal law unless there is evidence of serious safety or animal welfare concerns, high value fraud or there is an immediate need to secure evidence.
- Programmed inspection medium and low risk at premises unless in response to a serious complaint, they are identified through analysis of intelligence as presenting an immediate risk or they are included in a market surveillance project.

- Programmed inspection at high risk premises only if identified through intelligence and included in the annual inspection plan, in response to a serious complaint, they are identified through intelligence as presenting an immediate risk or they are included in a market surveillance project.
- Minimal food, feed or product sampling to confirm compliance with legislation or standards.
- Inspection of weighing and measuring equipment in use for trade unless a risk is identified through intelligence.
- Business advice beyond that which can be provided in one hour unless under the chargeable services pay as you go or primary authority.
- Requests to give presentations to local groups and meetings unless they are considered to be vulnerable and the presentation provided addresses their vulnerability.
- Routine inspection of livestock markets and fairs other than monthly attendance at Louth livestock market

Outcomes and activity against the objectives in 2017/18

Objective 1: Tackling Detriment and Preventing Harm

In 2017/18 Trading Standards prosecuted 31 Defendants for a range of offences in respect of food safety, animal welfare, illicit tobacco, toy safety, cosmetic product safety and counterfeiting. In total defendants were sentenced to 46 months imprisonment, fined £9886 and ordered to complete 1520 hours of unpaid work. The courts also required them to make a contribution towards prosecution costs of £54,465.

A further 10 investigations resulted in Offenders accepting simple cautions. These are only issued where there is an admission of guilt and steps have been taken to reduce the risk of further offending. These cautions can be used to evidence previous offending if convicted in the future.

Trading Standards worked with the Economic Crime Unit within Lincolnshire Police to recover the proceeds of crime wherever possible. An application was made to recover the £10,160 benefit arising from the sale of illicit tobacco; however the Defendant was able to convince the court that he had no realisable assets and an order for £1 was made. Whilst this is disappointing it does leave the door open for the Economic Crime Unit to reopen this case in the future to recover the full amount should assets be identified in the future.

The Trading Standards Service received £6921 arising from payments made to settle historic orders to recover the proceeds of crime.

Trading Standards was successful in obtaining an undertaking from a business failing to supply memorial headstones to consumers having applied to the County Court for an injunction to stop their unfair practices. This process was adopted initially to ensure that further offending was curtailed. One Defendant is currently awaiting trial for fraud offences for offences occurring prior to the injunction.

Whilst no illicit alcohol was found in 2017/18, 5531 packets of illicit cigarettes and 1745 packets of hand rolling tobacco were seized from 10 premises. The value to the retailer is estimated as £19,358.50 and £7852, considerably less than the value in excise duty payable to the Treasury for the legitimate tobacco products.

In 2017/18 the Service removed 11,809 unsafe products from the market place, including toys, chainsaws, cosmetics and perfumes.

The Trading Standards Service supports local businesses by removing counterfeit goods from the market. Counterfeit goods harm the interests of those legitimate traders selling genuine products, deny the Treasury revenue in taxation and damage investment by companies whose brands are counterfeited. The Trading Standards Service removed 28,811 counterfeit items from the market place in 2017/18.

The Service took 39 food samples of which 11 were found to be unsatisfactory. 7 food businesses were found to be operating in breach of food standards legislation.

Objective 2: Supporting the Local Economy

In 2017/18 Trading Standards responded to 252 requests for advice directly from local businesses. Basic advice is provided free of charge, usually through signposting or the provision of guidance. In-depth advice is provided on a pay as you go basis and is bespoke to the business.

Those businesses wanting regular assured advice are offered the option of entering into a Primary Authority partnership agreement. Trading Standards has currently entered into 14 such agreements and provided 141 hours of advice in 2017-18. Again the Service charges for advice on a cost recovery basis and ensures that a named contact officer is assigned to the business.

Trading Standards also completed a program of inspections. In total 524 premises were inspected and found to be compliant. A further 84 inspection were found to be noncompliant and requiring some remedial action. Only 3 of those businesses visited were considered serious enough to warrant a revisit. In total 84% of businesses visited were found to be compliant or were brought into compliance during the 2017/18 financial year.

The Trading Standards Service undertakes a monthly tasking process that includes a review of those businesses generating the most complaints from local residents. Through this process the Service has reviewed the trading practices of 149 businesses and tasked 46 of those for further action. 15 were brought into compliance through the provision of business advice and 31 were considered serious enough to investigate formally. 21 resulted in a successful outcome, 7 are

still under investigation. A small number of investigations could not proceed, usually where the seller was trading online and was not active at the time.

Objective 3: Safeguarding Vulnerable Consumers

The service identified a further 96 victims in 2017/18 bringing the total number since the project commenced in 2015 to 2392. Working with the Neighborhood Policing Teams 437 visits were made to victims bringing the total number of interventions to 820. We estimate that these 437 interventions resulted in victims saving £115,605 that would have potentially been sent to those promoting the scam. Since Trading Standards began working with victims we estimate that £728,233 has been saved.

The Trading Standards Service produces an annual inspection plan to undertake test purchases of age restricted products. The plan is based upon intelligence as far as possible and includes revisits where appropriate.

In total 35 premises were tested for sales of alcohol with a failure rate of 25.7%, 61 were tested for tobacco with a failure rate of 14.8% and a further 5 were tested for fireworks with a failure rate of 20%.

Objective 4: Staff Development

The Trading Standards Service was delivered by 28.1FTE, 24.6 FTE resourced from the revenue budget and the remainder from income generated by the service. This equates to approximately 3.7 FTE per 100,000 head of population or 1 FTE per 1000 PAYE businesses in Lincolnshire. They were supported by 4 members of Business Support attached to Safer Communities. In order to ensure officers were competent they completed a minimum of 20 hours CPPD training and development.

Objective 5: Balancing the Budget

The Trading Standards Service revenue budget for 2017/2018 was £1,289,710. The Service generated an additional £189,545 income equating to 14.7% of revenue budget. This income was derived from the following:

- | | |
|-------------------------------------|-------------|
| • Metrology Services | £4,337.50 |
| • Licensing activities | £8,794.00 |
| • Primary Authority | £8,450 |
| • Business Advice | £7,254 |
| • National Trading Standards Grants | £105,614.75 |
| • Public Health | £45,000 |
| • Department of Health | £9,995.75 |

National Trading Standards grants were provided in respect of feed hygiene inspections commissioned by the Food Standards Agency and to support the service in undertaking a serious fraud investigation involving several defendants with offences committed across the south east of England.

Public Health commissioned Trading Standards to undertake enforcement activities to reduce the availability of illicit tobacco to adults and young children. The Department of Health funding was provided to undertake work to check compliance with new regulations in respect of nicotine inhaling products.

Service Demand

The Trading Standards Service received 4219 notification and 1975 referrals from the Citizens Advice Consumer Helpline in this period. The total detriment identified in those records was £110,658. The notifications contain details of all contacts where contractual advice was given to a consumer or business in Lincolnshire. Referrals contain details of all contacts where there is an alleged criminal offence involving a consumer or business in Lincolnshire. In addition a further 150 referrals were received from other local authority services, 300 from the Police or other regulatory service, 80 from intelligence reports, 75 from the National Scams Team and 269 from other sources including local businesses.

All of these contacts were reviewed by the Service on receipt and assessed in line with Service objectives and the National Trading Standards Intelligence Operating Model, a national intelligence framework developed by the National Trading Standards Board to support them in their response to national and regional enforcement needs and local Trading Standards Services in their day to day work by:

- Identifying and understanding threats or problems;
- Increasing expertise in dealing with problems effectively;
- Providing clear and consistent tasking;
- Taking evidence based decisions, and
- Adopting a problem solving approach.

In adopting this model the Trading Standards Service produced an annual service plan linked to corporate objectives and driven by intelligence, problem profiles and priorities.

The Service carried out regular, scheduled monthly tasking meetings and created a monthly tactical assessment that was used to drive operational activity.

The Trading Standards Service had a dedicated intelligence team that produce a range of intelligence products. All staff are trained to use and had access to an intelligence recording system.

The Trading Standards Service holds information sharing agreements with all partners with whom intelligence was being shared.

2. Conclusion

The Trading Standards Service has implemented measures to ensure that resources are deployed effectively to meet the demands of Lincolnshire residents and businesses and our partners. By taking the decision to cease or reduce activities in areas presenting a low risk, and the adoption of intelligence led working

practices the Service has delivered effective enforcement to address serious noncompliance and support vulnerable consumers and legitimate businesses.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

Not Applicable

b) Risks and Impact Analysis

Not Applicable

4. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Mark Keal, who can be contacted on 01522 550820 or mark.keal@lincolnshire.gov.uk

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Open Report on behalf of Keith Ireland, Chief Executive

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 October 2018
Subject:	Annual Prevent Review

Summary:

To present to Scrutiny Committee an update on Prevent activity in Lincolnshire during 2017/18, as a result of changes to the Counter-Terrorism Bill 2014 and the introduction of the Government Counter-Extremism Strategy 2015 and the updated CONTEST Strategy 2018, including the new responsibilities placed upon Local Authorities.

Actions Required:

Members of the Committee are invited to consider and comment on the report and highlight any recommendations or further actions for consideration.

1. Background

The Government response to counter-terrorism is built on an approach that unites the public and private sectors, communities, citizens and overseas partners around the single purpose to leave no safe space for terrorists to recruit or act. The strategy, CONTEST, is the framework that enables Government to organise this work to counter all forms of terrorism. CONTEST's overarching aim remains to reduce the risk to the UK and its citizens and interests overseas.

2. Strategic Context

The threat from terrorism, globally and in the UK, is higher than when the Government last published CONTEST in 2011. The UK is facing a number of different and enduring terrorist threats. The increased threat has mainly been caused by the rise of Daesh and the creation of its cult-like "Caliphate", combined with the persistent threat from Al Qa'ida.

Daesh has been constrained militarily by the actions of a global coalition in which the UK is playing a leading role, which has eroded most of its territory and severely degraded its central propaganda apparatus. But Daesh's ability to direct, enable and inspire attacks still represents the most significant global terrorist threat, including to the UK and its people and interests overseas. Daesh's methods are already being copied by new and established terror groups.

Using pernicious, divisive messaging and amplifying perceived grievances, Daesh and Al Qa'ida exploit the internet to promote warped alternative narratives, urging extremists within communities to subvert our way of life through simple, brutal violence. They deem anyone who does not share their rejectionist views as a legitimate target and any method of murder acceptable. They cynically groom the vulnerable and the young to join their movement, inspiring people within our own communities to commit senseless acts of violence. The recent attacks across Europe and the UK have also served to highlight the diversity and accessibility of methods by which individuals who are vulnerable to these radicalising messages can commit attacks.

This has had a profound effect on the threat to the UK, seen so starkly through the attacks in 2017. The current UK National Threat Level is SEVERE, meaning an attack is highly likely. Islamist terrorism is the foremost terrorist threat to the UK. Extreme right-wing terrorism is a growing threat. In December 2016, the then Home Secretary proscribed the first extreme right-wing group, National Action, under the Terrorism Act 2000. The Government took further action in September 2017, proscribing Scottish Dawn and National Socialist Anti-Capitalist Action as aliases of National Action. Northern Ireland related terrorism remains a serious threat, particularly in Northern Ireland itself.

In 2017, we saw a significant shift in the terrorist threat to the UK, with five attacks in London and Manchester that led to the deaths of 36 innocent people and injured many more. The Government responded decisively, rapidly adapting their priorities and capabilities, to break the momentum of these attacks. Since last year's Westminster attack, the police and the security and intelligence agencies have successfully foiled a further 12 Islamist plots, and since 2017, have disrupted four extreme right-wing plots.

However, government will not always be successful in stopping attacks. Most future terrorist plots in the UK will employ simple methods that can be developed with ease and at speed. Terrorists still have the intent to also mount complex, potentially more destructive attacks, probably targeting crowded places or the global aviation system. The general availability and use of encrypted communications allows terrorists to disguise their plans better.

3. Government response

The updated and strengthened CONTEST 2018 strategy reflects the findings of a fundamental review of all aspects of counter-terrorism, to ensure we have the best response to the heightened threat in coming years. The review found CONTEST to be well-organised and comprehensive and that the Government should update their approach within the tried and tested strategic framework of four 'P' work strands:

- Prevent: to stop people becoming terrorists or supporting terrorism.
- Pursue: to stop terrorist attacks.
- Protect: to strengthen our protection against a terrorist attack.
- Prepare: to mitigate the impact of a terrorist attack.

However, the review concluded that a change in the approach within this framework would increase the ability to counter the shift in threat. This will include a step-change in domestic investigative capabilities through implementing the recommendations of MI5 and CT Policing's Operational Improvement Review.

New counter-terrorism legislation will underpin the Government's approach, ensuring the Police and Crown Prosecution Service have the powers they need to enable intervention at an earlier stage in investigations, leading to prosecutions for terrorism offences, backed up by longer prison sentences and stronger management of terrorist offenders after their release.

Last year's attacks in London and Manchester highlighted both the challenge of detecting individuals who may be inspired to commit terrorist acts in the UK, and the pace at which plots can move to acts of violence. This places a renewed importance on our understanding of those individuals who are vulnerable to radicalisation or who are (or have been) of interest to the police and the security and intelligence agencies due to their possible links to terrorist-related activities, but who are not currently the subject of any active investigations. The Government will share information more widely and support more local interventions with individuals in our own communities who are being groomed or incited to commit or support acts of terrorism.

New multi-agency approaches at the local level – initially in London, the West Midlands and Greater Manchester – will enable MI5 and Counter-Terrorism Policing to share more information with a broader range of partners, including government departments, Devolved Administrations, and local authorities. By alerting a greater number of agencies to individuals of potential concern, this will improve our ability to assess the risk they pose whilst also being able to bring to bear a broader, larger set of local interventions, including to safeguard those at risk of radicalisation or to ensure those who have supported or been involved in terrorist-related activities disengage.

The Government will seek a more integrated relationship with the private sector both to better protect our economic infrastructure and to scale our ability to tackle terrorism. They will jointly with industry improve security at venues in the UK, gain faster alerts to suspicious purchases and design out vulnerabilities in our infrastructure or in products that terrorists exploit. They will take robust action to ensure there are no safe places for terrorists online, and ensure we have the critical access we need to information on their communications.

The Government will prioritise strengthening the resilience of local communities to terrorism as they are at the forefront of our response, in particular those where the threat from terrorism and radicalisation is highest. The support to British citizens affected by terrorism at home and overseas remains a top priority.

The four 'P' national work strands will coalesce into a single local or overseas response as the government focus on improving frontline integration of our capabilities and people. Over the next three years the Government will take forward the following priorities under the Prevent work strand:

Prevent

- To safeguard and support those vulnerable to radicalisation, to stop them from becoming terrorists or supporting terrorism.
- Focus activity and resources in those locations where the threat from terrorism and radicalisation is highest.
- Expand our Desistance and Disengagement Programme with an immediate aim over the next 12 months to more than double the number of individuals receiving rehabilitative interventions.
- Develop a series of multi-agency pilots to trial methods to improve our understanding of those at risk of involvement in terrorism and enable earlier intervention.
- Focus our online activity on preventing the dissemination of terrorist material and building strong counter-terrorist narratives in order to ensure there are no safe places for terrorists online.
- Build stronger partnerships with communities, civil society groups, public sector institutions and industry to improve Prevent delivery.
- Re-enforce safeguarding at the heart of Prevent to ensure our communities and families are not exploited or groomed into following a path of violent extremism.

4. Project Dovetail

Project Dovetail is continuing to rollout in 2018/19. In addition to the nine initial Dovetail pilot sites (Blackburn with Darwen, Brighton & Hove, Croydon, Haringey, Kent, Kirklees, Luton, Oldham and Swansea), the second phase of the Dovetail pilot will roll out in the North West region in autumn 2018. Rollout to the South West and Wales will follow in 2019/20, with remaining regions following from 2020/21 onwards. This revised approach to Dovetail will allow greater transparency and oversight of the process via a Dovetail Governance Board, ultimately ensuring the proposed model is resilient as it rolls-out to the rest of England and Wales.

5. Channel

The Channel programme, part of the Prevent strategy, is a multi-agency programme co-ordinated by the Police to identify individuals vulnerable to radicalisation and direct them towards appropriate support. It was first piloted in 2007, and was rolled out across England and Wales in 2012. It focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. The latest Channel guidance states that the programme consists of three elements:

1. Identifying individuals at risk;
2. Assessing the nature and extent of that risk; and
3. Developing the most appropriate support plan for the individuals involved.

In delivering the programme, the Local Authority and Police work with agencies including the NHS; Social Workers; Educational Institutions; Youth Offending Services; Immigration & Boarder Agency; Housing Services; Prisons; and Probation Services.

Following an initial referral, an assessment of vulnerability is made using a framework built around three criteria:

- Engagement with a group, cause or ideology;
- Intent to cause harm; and
- Capability to cause harm.

This assessment informs decisions on whether an individual needs support and what kind of support package might be appropriate. Channel aims to stop people moving from extremist groups, or from extremism, into terrorism. Association with organisations that are not proscribed and that espouse extremist ideology is not, on its own, reason enough to justify a referral to the Channel process. If professionals determine that someone attracted to the ideology of such groups also exhibits additional behavioural indicators that suggest they are moving towards terrorism then it would be appropriate to make a referral to Channel.

6. Lincolnshire Prevent

It is important to note that whilst the Prevent Duty outlines the requirements placed upon Local Authorities and its partners, it has allowed for the freedom to further develop individual processes appropriate to each geographical area, reflecting both risk and demographics. Local Authorities with their wide-ranging responsibilities and democratic accountability to their electorate, local authorities are vital to Prevent work. Effective local authorities will be working with their local partners to protect the public, prevent crime and to promote strong, integrated communities.

To ensure that Lincolnshire County Council (LCC) continues to deliver the Prevent Duty, it has put in place a robust framework for governance and leadership. LCC has responsibility to both Chair and provide the secretariat of the Prevent Steering Group.

- Partnership – To demonstrate effective compliance with the duty, specified authorities must be part of a coordinated approach to multi agency working. Lincolnshire therefore has an established and meaningful Prevent Steering Group which meets on a quarterly basis and directs Prevent activities through the established delivery plan.
- Delivery plan - With the support of co-ordinators and others as necessary, the delivery plan has been developed against an assessment of local risk and will drive activity where it is most needed and shape the work of the Prevent Steering Group.

Prevent Training & Development:

Training and briefings to frontline staff and the voluntary sector continues to be delivered in a rolling programme accessible (and free) to all agencies. The demands from schools for staff briefings has increased dramatically since the PREVENT Duty was introduced, and more latterly since recent attacks. The take up of Prevent awareness training since the introduction of new duty placed responsibility upon Local Authorities has increased enormously, with requests for

bookings from both statutory organisations, community groups and those groups not covered by the Duty, such as Town and Parish Councils, is now core business.

During the last twelve months, partners have worked collectively to create a suite of training and awareness courses, from brief online awareness to a more personalised approach, dependent upon the role and need of the organisation or individual.

Since January 2017, over 161 front facing Prevent Awareness briefing sessions have been delivered by the Local Authority Prevent Officer, which have included staff at schools and academies, local authorities and community groups.

There has been 1176 LCC staff who have received face to face training since January 2017. An on-line training session has also been developed for non-public facing Lincolnshire County Council staff and delivered via Lincs 2 Learn.

Prevent Conference

Lincolnshire hosted the East Midlands area Prevent Conference in November 2017, this event was entitled – The Importance of Community Engagement within Prevent.

We were fortunate to have two Key Note speakers on the day, Suleman Nagdi MBE DL who is from Leicester, a committed volunteer and an advocate in the Muslim community for over 25 years. He spoke about the importance of community engagement within Prevent. There was also a presentation from the Small Steps organisation, who are former members of far-right organisations who have rejected violence and far-right narratives and are now committed to exposing and eradicating far-right extremism in the UK.

There was a range of other community based speakers, such as Dr. Dominic Symonds, Reader & Director of Research, University of Lincoln speaking about 'Welcoming Voices' a project building social cohesion through the arts, which made the event very powerful, informative and interactive.

7. Lincolnshire, key projects

- Engagement & Diversity Awareness

The LCC Prevent Officer has developed and is delivering Prevent training which is linked to community cohesion and integration to town and parish councils, community groups and organisations, such as the Volunteer Centre Services workshops.

- Community Integration Practitioner Group

The group is made up of practitioners from the Office of the Police and Crime Commissioner, NHS, Local Authority and 3rd sector organisations. It has been developed to enable these organisations to come together to share information and best working practices across Lincolnshire. It also aims to bring organisations together and seek joint working opportunities when working with communities.

- **Community Collaboration Project**

The Community Engagement Team is supporting the delivery of a three year, county wide, Community Collaboration Project (ending 31st March, 2020). Two team members (one covering the North of the county and one the South), will be working with partners and communities to develop and deliver collaborative activities; these may include supporting communities with emergency planning, facilitating the delivery of local community training or activity that will enable communities to develop inclusive projects. Building and maintaining strong relationships with and between organisations across the county (such as public sector bodies, Town & Parish Councils, charities and voluntary & community groups) will be critical to the success of the project.

8. Conclusion

The challenge the new legislation presents to Lincolnshire County Council still remain those of performance, training and awareness, and associated resources. Resources are being committed through existing staffing structures with demand absorbed by the Community Engagement Team who are developing a community integration approach. This team is currently exploring what Town and Parish Councils can offer in relation to delivering training and awareness alongside existing training delivery. Additionally, the team is working closely with the City of Lincoln Community Cohesion Steering Board and a number of third sector organisations, including Just Lincolnshire who is ideally placed to support this area of work. Work with District Councils to identify local forums with a similar remit and focus is also ongoing.

9. Consultation

a) Have Risks and Impact Analysis been carried out?

Yes

b) Risks and Impact Analysis

N/A

10. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Nicole Hilton, who can be contacted on 01522 553786 or nicole.hilton@lincolnshire.gov.uk.

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Open Report on behalf of Keith Ireland, Chief Executive

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 October 2018
Subject:	Public Protection and Communities Scrutiny Committee Work Programme

Summary:

This item enables the Committee to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit. The work programme will be reviewed at each meeting of the Committee to ensure that its contents are still relevant and will add value to the work of the Council and partners.

Members are encouraged to highlight items that could be included for consideration in the work programme.

Actions Required:

Members of the Committee are invited to:

- 1) Review, consider and comment on the work programme as set out in Appendix A to this report.
- 2) Highlight for discussion any additional scrutiny activity which could be included for consideration in the work programme.

1. Background

Overview and Scrutiny should be positive, constructive, independent, fair and open. The scrutiny process should be challenging, as its aim is to identify areas for improvement. Scrutiny activity should be targeted, focused and timely and include issues of corporate and local importance, where scrutiny activity can influence and add value.

Overview and scrutiny committees should not, as a general rule, involve themselves in relatively minor matters or individual cases, particularly where there are other processes, which can handle these issues more effectively.

All members of overview and scrutiny committees are encouraged to bring forward important items of community interest to the committee whilst recognising that not all items will be taken up depending on available resource.

Committee Scope

As part of its terms of reference, the Public Protection and Communities Scrutiny Committee will work to review and scrutinise the following services and their outcomes:

- Volunteering support
- Adult education
- Financial inclusion
- Community engagement and development
- Community hubs
- Library services and archives
- Heritage services
- Preventing and reducing crime
- Tackling domestic abuse
- Fire and rescue and emergency response
- Trading standards
- Emergency planning
- Road safety
- Reducing anti-social behaviour
- Registration, celebratory and coroner's services

There will inevitably be service specific subjects that the scrutiny committee will want to consider, either through policy development, project updates, or through pre-decision scrutiny.

Purpose of Scrutiny Activity

Set out below are the definitions used to describe the types of scrutiny, relating to the items on the Committee Work Programme:

Policy Development - The Committee is involved in the development of policy, usually at an early stage, where a range of options are being considered.

Pre-Decision Scrutiny - The Committee is scrutinising a proposal, prior to a decision on the proposal by the Executive, the Executive Councillor or a senior officer.

Policy Review - The Committee is reviewing the implementation of policy, to consider the success, impact, outcomes and performance.

Performance Scrutiny - The Committee is scrutinising periodic performance, issue specific performance or external inspection reports.

Consultation - The Committee is responding to (or making arrangements to) respond to a consultation, either formally or informally. This includes pre-consultation engagement.

Budget Scrutiny - The Committee is scrutinising the previous year's budget, or the current year's budget or proposals for the future year's budget.

Requests for specific items for information should be dealt with by other means, for instance briefing papers to members.

Identifying Topics

Selecting the right topics where scrutiny can add value is essential in order for scrutiny to be a positive influence on the work of the Council. Members may wish to consider the following questions when highlighting potential topics for discussion to the committee:-

- Will Scrutiny input add value?
Is there a clear objective for scrutinising the topic, what are the identifiable benefits and what is the likelihood of achieving a desired outcome?
- Is the topic a concern to local residents?
Does the topic have a potential impact for one or more section(s) of the local population?
- Is the topic a Council or partner priority area?
Does the topic relate to council corporate priority areas and is there a high level of budgetary commitment to the service/policy area?
- Are there relevant external factors relating to the issue?
Is the topic a central government priority area or is it a result of new government guidance or legislation?

Scrutiny Review Activity

Where a topic requires more in-depth consideration, the Committee may commission a Scrutiny Panel to undertake a Scrutiny Review, subject to the availability of resources and approval of the Overview and Scrutiny Management Board. The Committee may also establish a maximum of two working groups at any one time, comprising a group of members from the committee.

2. Conclusion

The Committee's work programme for the coming year is attached at Appendix A to this report. A list of all upcoming Forward Plan decisions relating to the Committee is also attached at Appendix B.

Members of the Committee are invited to review, consider and comment on the work programme as set out in Appendix A and highlight for discussion any additional scrutiny activity which could be included for consideration in the work

programme. Consideration should be given to the items included in the work programme as well as any 'items to be programmed' listed.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

Not Applicable

b) Risks and Impact Analysis

Not Applicable

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Public Protection and Communities Scrutiny Committee – Work Programme
Appendix B	Forward Plan of Decisions relating to the Public Protection and Communities Scrutiny Committee

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Daniel Steel, Scrutiny Officer, who can be contacted on 01522 552102 or by e-mail at daniel.steel@lincolnshire.gov.uk

Public Protection and Communities Scrutiny Committee

23 OCTOBER 2018 – 10:00am		
Item	Contributor	Purpose
Commissioning Strategies - Public Protection	Chris Davison, County Officer - Public Protection	Consideration on the work to review the Public Protection Commissioning Strategy
Fire and Rescue Statement of Assurance 2017-18	Nick Borrill, Chief Fire Officer	
Trading Standards Priorities	Sara Barry, Safer Communities Manager	Review of the identified service priorities for the Trading Standards service in Lincolnshire.
Annual Prevent Review Report	Nicole Hilton, Chief Community Engagement Officer, Paul Drury, Programme Officer - Prevent	The Lincolnshire Annual report on Prevent related activities in relation to local authority responsibilities.

11 DECEMBER 2018 – 10:00am		
Item	Contributor	Purpose
Future Model of the Heritage and Archive Service	Nicole Hilton, Chief Community Engagement Officer	PRE-DECISION SCRUTINY
Road Safety Partnership Annual Report	Steven Batchelor, Lincolnshire Road Safety Partnership	Annual update on the Road Safety Partnership including information on fatal, killed and serious injury figures for Lincolnshire.
Emergency Medical Response co-responding	TBC, Brigade Manager Response and Corporate Support	To provide an update on the medical response activities delivered by Lincolnshire Fire and Rescue.
Quarter 2 Performance Report (1 July to 30 September 2018)	Nick Borrill, Chief Fire Officer, Chris Davison, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.

Sitting as the Crime and Disorder Scrutiny Committee

Serious and Organised Crime	Sara Barry, Safer Communities Manager	Review of work being undertaken as part of the Safer Lincolnshire Partnership to tackle Serious and Organised Crime.
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22 JANUARY 2019 – 10:00am		
Item	Contributor	Purpose
Revenue and Capital Budget Proposals 2019/20	Nick Borrill, Chief Fire Officer, Chris Davison, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	PRE-DECISION SCRUTINY Budget proposals for 2018/19.
Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services Report	Nick Borrill, Chief Fire Officer	
Future Model of the Heritage and Archive Service	Nicole Hilton, Chief Community Engagement Officer	Review of Progress on the
Sitting as the Crime and Disorder Scrutiny Committee		
Safer Lincolnshire Partnership Priorities – Anti-social Behaviour	Sara Barry, Safer Communities Manager	Review of work being undertaken as part of the Safer Lincolnshire Partnership to tackle Anti-social Behaviour.

12 MARCH 2019 – 10:00am		
Item	Contributor	Purpose
Quarter 3 Performance Report (1 October to 31 December 2018)	Nick Borrill, Chief Fire Officer, Chris Davison, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.
Future Model of the Heritage and Archive Service	Nicole Hilton, Chief Community Engagement Officer Sara Jackson	PRE-DECISION SCRUTINY
Sitting as the Crime and Disorder Scrutiny Committee		
Safer Lincolnshire Partnership Priorities – Domestic Abuse	Sara Barry, Safer Communities Manager	Review of work being undertaken as part of the Safer Lincolnshire Partnership to tackle Domestic Abuse

23 APRIL 2019 – 10:00am		
Item	Contributor	Purpose

11 JUNE 2019 – 10:00am		
Item	Contributor	Purpose
Lincolnshire Fire and Rescue Performance Annual Report	Nick Borrill, Chief Fire Officer	Performance Scrutiny

11 JUNE 2019 – 10:00am		
Item	Contributor	Purpose
Consultation & Engagement Activity Annual Review	Nicole Hilton, Chief Community Engagement Officer; Bev Finnegan, Programme Manager, Community Engagement	A review of council wide consultation & engagement activity and how it helps the Council to effectively engage people and be better informed to improve service provision.
Sitting as the Crime and Disorder Scrutiny Committee		
Safer Lincolnshire Partnership Priorities – Reducing Offending	Sara Barry, Safer Communities Manager	Review of work being undertaken as part of the Safer Lincolnshire Partnership to tackle Reducing Offending

23 JULY 2019 – 10:00am		
Item	Contributor	Purpose
Quarter 4 Performance Report (1 January to 31 March 2019)	Nick Borrill, Chief Fire Officer, Chris Davison, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.
Performance of the Library Services Contract – Year Three Review Report	Nicole Hilton, Chief Community Engagement Officer	Review of the third year performance and key performance indicators (KPI) for the Library Services Contract.

For more information about the work of the Public Protection and Communities Scrutiny Committee please contact Daniel Steel, Scrutiny Officer on 01522 552102 or by e-mail at daniel.steel@lincolnshire.gov.uk

Forward Plan of Decisions relating to the Public Protection and Communities Scrutiny Committee

DEC REF	MATTERS FOR DECISION	DATE OF DECISION	DECISION MAKER	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	DOCUMENTS TO BE SUBMITTED FOR DECISION	HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN	RESPONSIBLE PORTFOLIO HOLDER AND CHIEF OFFICER	KEY DECISION YES/NO	DIVISIONS AFFECTED
I016025	To seek approval to go out to Consultation on the approved options for the Future Model for the Heritage Service	Open	Executive 18 Dec 2018	Public Protection and Communities Scrutiny Committee	Report	Chief Community Engagement Officer Tel: 01522 553786 Email: nicole.hilton@lincolnshire.gov.uk	All Divisions	I016025	To seek approval to go out to Consultation on the approved options for the Future Model for the Heritage Service
I013959	Future Model of the Heritage Service	Open	Executive 8 May 2019	Public Protection and Communities Scrutiny Committee	Report	Chief Community Engagement Officer Tel: 01522 553831 Email: nicole.hilton@lincolnshire.gov.uk	All Divisions	I013959	Future Model of the Heritage Service