



County Offices
Newland
Lincoln
LN1 1YL

15 July 2019

Public Protection and Communities Scrutiny Committee

A meeting of the Public Protection and Communities Scrutiny Committee will be held on **Tuesday, 23 July 2019 at 10.00 am in County Emergency Centre, South Park Avenue, Lincoln, LN5 8EL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in cursive script that reads 'DBarnes'.

Debbie Barnes OBE
Head of Paid Service

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,
K J Clarke, Mrs K Cook, Mrs P Cooper, Mrs C J Lawton, C R Oxby,
A H Turner MBE JP, L Wootten and R Wootten

Please note that this meeting will take place at the County Emergency Centre, South Park Avenue, Lincoln. Parking for this meeting is available in the Lincoln City F.C car park, which is located at the rear of the Stacey West Stand and can be found using the postcode LN5 8LD. A location map is attached at page 5 of the agenda pack.

**PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE AGENDA
TUESDAY, 23 JULY 2019**

Item	Title	Pages
	PARKING MAPS	5 - 6
1	Apologies for Absence/Replacement Members	
2	Declarations of Members' Interests	
3	Minutes of the previous meeting of the Public Protection and Communities Scrutiny Committee held on 11 June 2019	7 - 10
4	Announcements by the Chairman, Executive Councillors and Chief Officers	
5	Outcome of the Heritage Service Consultation <i>(To receive a report from Nicole Hilton, Assistant Director – Communities on the outcome of the Heritage Service Consultation)</i>	To Follow
6	Future of the Heritage Service <i>(To receive a report from Nicole Hilton, Assistant Director – Communities on the Future of the Heritage Service, which will be presented to the Executive on the 03 September 2019. The views of the Committee will be reported to the Executive as part of its consideration of this item)</i>	To Follow
7	Performance of the Library Services Contract - Year Three Review Report <i>(To receive a report from the Louise Egan, Library and Heritage Client Lead, which provides an update of the contract performance information to enable the Committee to fulfil its role in scrutinising performance of the third year of the out-sourced Library Contract to Greenwich Leisure Limited)</i>	11 - 20
8	Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services Report Action Plan Update <i>(To receive a report from Dan Quinn, Assistant Chief Fire Officer, which provided the committee with an update on the progress and actions completed following the inspection of Lincolnshire Fire and Rescue by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS))</i>	21 - 32

- 9 **Safer Together Project - Collaborative Working Arrangements between the Safer Communities Service and Lincolnshire Police** 33 - 34
(To receive a report from Sara Barry, Head of Safer Communities, which provides an overview of the Safer Together project which has developed a closer collaboration with Lincolnshire Police and the Safer Communities Service of Lincolnshire County Council)
- 10 **Public Protection and Communities Scrutiny Committee Work Programme** 35 - 40
(To receive a report by Daniel Steel, Scrutiny Officer, which provides the committee with the opportunity to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focussed where it can be of greatest benefit)

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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

Agenda Annex

Location Map for County Emergency Centre, South Park Avenue, Lincoln, LN5 8EL.



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**PUBLIC PROTECTION AND
COMMUNITIES SCRUTINY
COMMITTEE
11 JUNE 2019**

PRESENT: COUNCILLOR N H PEPPER (CHAIRMAN)

Councillors A N Stokes (Vice-Chairman), W J Aron, K J Clarke, Mrs K Cook, Mrs C J Lawton, C R Oxby, A H Turner MBE JP, L Wootten and R Wootten

Councillors: R D Butroid, L A Cawrey, Mrs S Woolley, C N Worth and B Young attended the meeting as observers.

Officers in attendance:-

Mark Baxter (Assistant Chief Fire Officer), (Bev Finnegan (Programme Manager), Nicole Hilton (Assistant Director - Communities), Andrew McLean (Transformation Director), Dan Quinn (Assistant Chief Fire Officer), Daniel Steel (Scrutiny Officer), Sean Taylor (Lincolnshire Fire and Rescue) and, Emily Wilcox (Democratic Services Officer).

1 APOLOGIES FOR ABSENCE/REPLACEMENT MEMBERS

There were no apologies for absence.

2 DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of interest.

3 MINUTES OF THE PREVIOUS MEETING HELD ON 23 APRIL 2019

RESOLVED:

That the minutes of the previous meeting held on 23 April 2019 be approved as a correct record and signed by the Chairman.

4 ANNOUNCEMENTS BY THE CHAIRMAN, EXECUTIVE COUNCILLORS AND CHIEF OFFICERS

There were no announcements by the Chairman, Executive Councillors or Chief Officers.

5 FIRE AND RESCUE - 18/19 PERFORMANCE SUMMARY

10:08 Councillor K Cook entered the meeting.

PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
11 JUNE 2019

Consideration was given to a report by the Area Manager – Planning, Prevention and Protection, which provided an overview of Lincolnshire Fire and Rescue's (LFR) performance for 2018/19.

It was noted that LFR had received an overall rating of good by the Her Majesties Inspectorate for Constabulary and Fire and Rescue Services (HMICFRS). Officers were pleased with the positive performance of the service for 2018/19.

The Area Manager – Planning Prevention and Protection, outlined LFR's key performance information for 2018/19, as well as providing an outline of the Training and Development exercises completed in 2018/19.

Members were referred to Annexe A of the report for a list of LFR's Outcomes and Targets for 2018/19.

Members were invited to ask questions, in which the following points were noted:

- It was clarified that in the case of false calls, a call challenge system had been implemented which would save valuable time and resource which was spent responding to false incidents. The call challenge system aimed to call the location to verify that the incident was genuine before sending out a respondent. It was possible to issue fines to those repeat offenders of false calling.
- There were certain high risk locations in which the call challenge system would not be implemented, such as hospitals. In those instances, response vehicles would be issued immediately.
- It was noted that there was a divisional plan in place which involved working with farmers, farming communities and other key partners to communicate the dangers of hot summers and educate on how to reduce the risk of grassland fires.
- It was explained that officers had a legal responsibility for any unregistered Houses in Multiple Occupation (HMO's) once they had been made aware of them. As part of prevention activities, officers exchanged information with key partners which helped to locate unregistered HMO's in order to implement measures to reduce incidents in those locations.
- Officers agreed to provide details of the number of HMO's that LFR were aware of and had been categorised.
- There had been positive feedback from the Elected Member visits to local fire stations for the annual inspections, which had been beneficial for both Members and officers.
- It was noted that the number of malicious calls had significantly reduced, however officers continued to work with schools and colleges to educate pupils on the consequences of false calls.
- Officers agreed to provide members with information on the number of female firefighters employed by Lincolnshire Fire and Rescue.
- Members were informed that the recruitment department were actively looking into ways in which they could diversify the recruitment of firefighters, which

PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
11 JUNE 2019

included investigating possible reasons why people were opposed to becoming a firefighter.

- It was clarified the Medical Response Programme had made a significant difference on the time it took a responder to reach those that needed urgent care.
- LFR were investigating the possibility of introducing 'what3words', which was a form of technology that could provide the location of a person using a mobile phone app. It was hoped that this could help locate individuals who did not know their location.
- It was explained that for incidents where a large number of fire engines were dispatched to a location, it would trigger a response to dispatch other emergency responders to the incident.
- It was highlighted that LFR staff were trained at the international training site in Waddington, which was used as a training location for Fire and Rescue Services nationally.

The committee congratulated Lincolnshire Fire and Rescue for their performance throughout 2018/19, and thanked officers for their hard work and dedication.

On behalf of LFR, Mark Baxter (Assistant Chief Fire Officer) thanked Lincolnshire County Council for their ongoing support to the service.

RESOLVED:

That the report be noted.

6 ENGAGEMENT AND CONSULTATION ACTIVITY ANNUAL REVIEW
2018/19

Consideration was given to a report by the Head of Community Engagement, which provided an overview of council-wide consultation and engagement activity where the Community Engagement Team had provided advice and support in 2018/19.

It was explained that the Community Engagement Team provided support and advice to officers across service areas, as well as to elected Members on the planning and delivery of effective and legally sound engagement or consultation activities.

The report set out a number of ways in which the Community Engagement Team provided support, as well as a summary of the key findings from engagement activities.

Members were referred to Appendix A, B and C of the report, which set out the differences between communication, engagement and consultation; a review of engagement and consultation activity in 2018/19; and the Quality Assurance Process followed by the team when an engagement activity is started.

Members were invited to ask questions, in which the following points were noted:

- It was explained that service areas were advised about the difference between consultation and engagement, and about being clear when something couldn't be influenced.
- The Community Engagement Team worked closely with service areas to ensure that the purpose of any engagement was made clear before the process was undertaken, as well as communicating the outcomes once the process had ended.
- It was clarified that there was no requirement for the service areas to record the percentage of the target audience who had responded to consultations. The Community Engagement Team received quality impact assessments from all consultations.
- Community Engagement Team Officers were continuously looking at ways to improve its service and responses to engagement activities, including how to engage with all age groups.
- The Assistant Director – Communities explained there was often a high response to engagement through social media platforms, but these were not currently included as part of formal consultation responses. Officers were investigating whether there were ways to include social media feedback as part of the consultation process.
- It was agreed that Step 6 of the Quality Assurance Process, attached at Appendix C of the report, be amended to replace the sentence, 'check if local councillor needs to be notified' with 'confirm that local councillor(s) have been informed'.

RESOLVED:

- 1) That the report be noted;
- 2) That Step 6 of the Quality Assurance Process, attached at Appendix C of the report, be amended to replace the sentence, 'check if local councillor needs to be notified' with 'confirm that local councillor(s) have been informed'.

**7 PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
WORK PROGRAMME**

The Scrutiny Officer presented the committee's prospective work programme.

Members were informed that the July meeting of the committee would be held at the Emergency Planning Centre on South Park. A tour of the new Fire and Rescue Station was planned for after the meeting.

RESOLVED:

That members were satisfied with the work programme.

The meeting closed at 12.15 pm

Open Report on behalf of Andy Gutherson, Executive Director – Place

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 July 2019
Subject:	Performance of the Library Services Contract – Year Three Review Report

Summary:

This report is to provide an update of the contract performance information to enable the Public Protection and Communities Scrutiny Committee to fulfil its role in scrutinising performance of the third year of the out-sourced Library Contract to Greenwich Leisure Limited.

Actions Required:

Members of the Community and Public Safety Scrutiny Committee are invited to consider and comment on the performance information included in the report and to:

1. Consider and support the ongoing development and proposed 'Year 4 Developments' highlighted in the report;
2. Highlight any additional priorities for consideration.

1. Background

The decision to outsource LCCs statutory library service was taken to enable the delivery of a cost effective, high quality, library service in an on-going environment of financial constraint.

Key aims of this outsourcing:

- Increase levels of service performance,
- Improved customer's experience
- Service transformation.

The Library Service contract with GLL commenced April 2016. GLL has now entered Year 4 of a 5 year contract with an option to extend the contract by a further 5 years taking us to 31 March 2021 or 31 March 2026 if extended.

GLL have been contracted to deliver the following elements:-

- **Universal Services:** including
 - (a) a website providing an online public access catalogue, e-books, e-audio, e-magazines
 - (b) telephone access to a range of library services via liaison and co-operation with the Council's Customer Service Centre

- **15 Core Libraries in the following locations:**

Boston, Bourne, Gainsborough, Grantham, Horncastle, Lincoln, Long Sutton, Louth, Mablethorpe, Market Rasen, Skegness, Sleaford, Spalding, Stamford and Woodhall Spa

Grantham has not yet transferred to GLL and is still operating as a LCC library, whilst solutions continue to be sought. Bourne Library is in shared accommodation and members of staff at the Bourne site remain employees of SKDC, as they were before the contract with GLL. GLL supplies books and other resources to both libraries, together with professional advice and guidance to support the provision and development of library services.

- **Targeted provision:**

- (a) the provision of Home Library Services to Eligible Users
- (b) services to people who are blind or partially sighted through Listening Lincs
- (c) reading development activities with the aim of promoting an increase in the love of books and reading (including the Bookstart Services)

- **Support for up to 40 Community Hubs:**

- (a) provide, maintain rotate and renew at least 4,000 books to each Community Library
- (b) undertake stock maintenance which requires checking of stock for items to be discarded
- (c) undertake stock cataloguing and processing
- (d) ensure that Community Library users will be able to access the services through the Library Management System (LMS)
- (e) ensure that Community Library users will be able to reserve, collect and return stock at other Community Libraries, the Core Libraries and Mobile Library Vehicles
- (f) deliver a range of free training, advice and support to community organisations. This will include day to day operations, including use of the computerised Library Management System (LMS)

- **A mobile library service**
 - (a) 3 x District Mobiles which take library resources to over 200 Lincolnshire communities which do not have easy access to a library or community hub
 - (b) 2 x Access Mobiles which take library material to housebound residents who cannot travel to a library, a community hub or a District Mobile stop
 - (c) 2 x Community Mobiles which deliver collections of books to care homes sheltered housing complexes, day centres and primary schools
- **The delivery of other paid for services:**
 - Such as reading, music and drama groups and services to schools

2. Review of Year 3

2.1 Review of Year 3:

In year three of the contract GLL has continued to make significant improvements to library services and are particularly proud to have exceeded the 2 million lending milestone.

The GLL Annual User Survey (AUS) was held in core libraries in summer and autumn 2018, with over 1,000 responses received. Overall satisfaction with services was maintained at 100%, continuing to be the highest ever rating by a GLL Partnership.

Library staff ran a total of 5,452 events in core libraries during 2018/9 (an increase on the previous year of 10%) which were attended by over 68,000 adults and children. Over 7,500 hours of community use of core libraries was recorded in 2018/9, with the number of community use events, such as exhibitions and meetings, meaning that the KPI target was exceeded by 310%.

Library staff members continue to build links within their local communities enabling them to participate in local promotions and link to the heart of their community. During the Woodhall Spa 1940s Weekend visitors to the library were treated to rationed loose leaf tea, carrot biscuits and Potato Peel Pie. The window display showed the various roles women took on during WW2 and also on offer were a display of books published in the 1940s, including Poldark, to many visitors' surprise. Stamford Library partnered with the Stamford Arts Centre for their 'Arts around the Town' day and hosted local cartoonist Matt Cutforth and Lincoln University's Steven Fisher who held drawing and Artificial Intelligence cartoon workshops throughout the day.

In collaboration with Bishop Grosseteste University, Lincoln Central Library co-created and hosted an exhibition linked to the national Vote100 campaign. Using resources from the library's local studies collection and the University archive, as well as other national organisations, the exhibition included Lincolnshire's role in the movement and the local suffragists and suffragettes who influenced the campaign for a woman's right to vote. The exhibition received good media coverage and attracted a wide variety of new customers into the Central Library as well as highlighting the value of the local studies collections.

The annual Summer Reading Challenge took place in all core libraries and mobiles with a 10% increase in starters and 11% increase in finishers compared to 2017. Alongside reading activity, such as visits by Jane Clarke, author of the Al's Awesome Science Series of children's books, mischievous craft events linked to the Beano/Mischief Makers theme were run by staff. These included whoopee cushion making, fake snot, bath bomb and joke dog poo making and workshops in cartoon drawing and making. Celebration events, where children were awarded their certificates and medals for completing the challenge were held across the county and some wonderful feedback was received from the children including (our favourite from Mablethorpe) '*my head exploded with joy!*'

In October 2018, alongside usual book lending and information services, nearly 200 events and activities were held in core and mobile libraries as part of National Libraries Week. Linked to the week's theme of Wellbeing, activities included Drop-in Surgeries from Wellbeing Lincs, talks on healthy eating (including a vegan cookery demonstration at Skegness), Mood Boosting colouring and games, a Tia Chi taster session, Poetry readings, a Human Library and choirs at Boston, Lincoln and Sleaford as well as a community wellbeing sing-a-long at Stamford. The mobile libraries also joined in and displayed and loaned out a range of books based around healthy eating, exercise ideas and mindfulness outside Better Gym Sleaford. Collaboration between the Lincoln based mobile library and Better Gym Lincoln also took place where mobile borrowers were offered blood pressure checks and advice on exercise for the older generation.

The Book Bingo family reading challenge in autumn 2018, which invited families to read a range of books from suggested categories to be in with a chance of winning a prize as well as sharing their love of reading, involved nearly 400 families and highlighted the benefits of intergenerational reading.

Working with East Lindsey District Council and Mablethorpe Town Council in January 2019 Mablethorpe Library hosted a Holocaust Memorial and Remembrance Service. The theme for this year's service was 'Torn from Home' focussing on the Rwandan Genocide that took place 25 years ago. The event was well attended with representatives from the British Legion, Police, local Councillors and members of the public.

The annual Harry Potter Book Night was celebrated at libraries across the County with a variety of creative literary themed activities. Lincoln Central Library held the largest event attracting over 1,000 customers. As part of the event the Dome was transformed into an Escape Room for the day and visiting witches and wizards were challenged to solve a number of fiendish puzzles and escape before the Ministry of Magic locked the door for good!

Over the course of the year local crime author Christina James led writers' workshops at Lincoln, Gainsborough, Spalding and Woodhall Spa Libraries. Covering characterisation, point of view and creating the ultimate villain, all sessions were well attended and a number of local writers groups, meeting in the library, have been formed as a result.

In support of Cancer Research UK, GLL's corporate charity partner, library staff organised and ran a variety of fundraising events, raising nearly £5,000 over the course of the year. Activities included literary themed quiz nights, concerts by local folk groups, raffles and community coffee mornings. In addition the Mobiles Team held a competition for customers to guess their total number of miles travelled per year and a number of managers also participated in the Race for Life event at the Lincolnshire Showground.

Working with the GLL North Kesteven Partnership, and their centres in North Hykeham and Sleaford, a range of health walks, healthy eating advice sessions, health checks and Stretch and Flex sessions have been held at Lincoln and Sleaford Libraries. By promoting relevant library stock through these sessions customers have benefited from a wider health offer through their local library.

2.2 Performance Review, KPI's:

In order to monitor the progression of the contract, 11 Key Performance Indicators (KPI's) were devised, alongside baselines for performance and monthly targets. This was completed in conjunction with GLL as per the contractual agreement.

Performance against the 2018/19 KPI targets is detailed in the table below.

KPI	Detail	2018/9 KPI Target	2018/9 Actual	KPI Actual compared to Target
1	Number of visits to Core Libraries and Mobile Library Services in a contract year	1,665,479	1,435,541	-13.8%
2	Percentage of scheduled events at Core Libraries in a Contract Year which are delivered	100%	100%	0%
3	Number of hours of use of access to the internet from public access computers in Core Libraries and Mobile Library vehicles in a Contract year	172,096	127,996	-25.6%
4	Number of hours of Wi-Fi Use in a Contract Year	Not available	Not available	Not available
5	Number of visits to the library website in a Contract Year	402,898	481,358	+19.5%
6	Total number of Stock Issues across Core Libraries, Mobile Libraries and E services	1,788,486	2,015,480	+12.7%
7	Percentage of books Requested delivered within 7 days	65%	70%	+5%
8	Percentage of books Requested delivered within 15 days	75%	82%	+7%
9	Percentage of books Requested delivered within 30 days	85%	88%	+3%
10	Percentage of mobile library stops scheduled in any Contract Year which are delivered	100%	100%	0%
11	Aggregate number of hours of Community Use at all Core Libraries	1,845	7,565	+310%

Managing library stock more effectively has had a positive impact on performance with issue figures for core, mobile and e-services exceeding the KPI target by 12.7%, while use of the library website exceeded target by 19.5%. Customers really enjoy the events which take place in libraries, and, year on year, GLL have increased the number of events and activities taking place in Lincolnshire Libraries by 10%, with over 68,000 adults and children attending library events and activities in 2018/9. The libraries themselves have been improved further: Louth Library was redecorated this year and received new furniture, as did Gainsborough Library.

Although the majority of KPIs present a positive picture of progress within the Library Service, there has again been a significant decrease in public access computer use, and a potentially related but smaller decrease in visits against the KPI target. The age and limitations of LCC's library IT provision has presented significant problems for customers and staff alike and continues to negatively impact GLL's ability to deliver high quality services in line with customer expectations. GLL is committed to working with LCC to ensure a resolution to this to ensure a modern, fit for purpose, IT offer is implemented in the near future ensuring that the IT needs of both customers and the Library Service are met.

The exceeding of KPI targets in website use, reservation fulfilment, community use, the 100% delivery of events and scheduled mobile stops, and in particular, exceeding the 2 million items issued milestone, demonstrates the success of GLL's ongoing programme of development and modernisation in Lincolnshire. It is anticipated that the KPIs relating to IT use and to visitor numbers can be addressed with the implementation of the new IT offer.

2.3 Service Transformation/Innovation

Following the implementation of UK Standard Stock Categories in 2017/8 for newly purchased adult fiction and non-fiction existing adult fiction stock county-wide was relabelled and shelf layouts adjusted to better enable customers to locate their genre of choice. Work also commenced on the relabelling of adult non-fiction stock and is expected to be completed by late summer 2019. The re-categorisation allowed further analysis to be carried out to ensure GLL continue to buy more of what customers want. These improvements to stock selection, allocation and promotion resulted in stock issues exceeding the KPI target by 12.7%.

A new online resource Freegal was introduced in 2018 giving customers' free access to online music and streaming services. This new service, together with further development and better promotion of the library catalogue, ebook, eaudio and emagazine collections as well as online information provision saw website usage increase and the KPI target exceeded by 19.5%.

Following extensive testing at Lincoln Central Library, new RFID self service kiosks, procured by LCC, were installed in all core libraries and a number of Community Hubs. Feedback from customers has been positive and staff have been proactive in supporting customers get used to the new machines which have a number of different and new functions.

In addition, an online reader development course provided for library staff across the country by the Society of Chief Librarians, now Libraries Connected, called Talking to Readers was completed by all managers and frontline staff. The learning from this course has proved valuable in up skilling staff to better support customers in expanding their reading horizons and getting the most from their library visit.

2.4 Community Hubs

2.4.1 Community Hub Background:

The development of community hubs was driven by the desire to give communities more control and a bigger role in delivering services, whilst ensuring services remained affordable within the Council's reduced budget.

GLL provide on-going professional support in the form of Library Development Officers [LDO's], including operational management of book stock, volunteer training and development, support of volunteers as well as supporting hubs to be professional and safe places for the members of the public to utilise; ensuring that the national picture in libraries performance and innovation is reflected locally.

LCC provide the provision of computers for public use, volunteer use and access to LCC IT helpdesk. For those hubs that have chosen to remain in Council-owned premises preferable rates of a peppercorn rent for the initial 4 years of their lease between the Community Hub and the Council were applied.

All Community Hubs have been supported financially with the allocation of £15K a one-off capital payment to assist with set-up/improvement works and an annual revenue payment of £5,167 whilst they remain operating as a Community Hub for a minimum of 6 hours per week for 50 weeks per year.

Overall there is a commitment to support up to 40 Community Hubs and during the period 1st April 2017 and 31st March 2018, GLL provided support to 36. Of these 36, 34 are community group run. A library provision is also provided at Belton Lane Children's Centre and all three Lincolnshire Hospitals; these are managed by the staff at each location but again supported by GLL. See Table 2 below:

Table 2: Community Hubs – for the period 01.04.17 – 31.03.18

Ref	Hub Name	Ref	Hub Name	Ref	Hub Name
1	Alford	13	Donington	25	Pinchbeck
2	Belton Lane (<i>Children's Centre</i>)*	14	Ermine	26	Ruskington
3	Birchwood	15	Heckington	27	Saxilby
4	Boultham	16	Holbeach (Co-op)	28	Scotter
5	Bracebridge (<i>Bridge Church</i>)	17	Hospital Hub* (<i>Lincoln, Boston and Grantham</i>)	29	Spilsby (Co-op)
6	Bracebridge Heath	18	Ingoldmells	30	Sutton Bridge
7	Branston	19	Keelby	31	Sutton on Sea
8	Burgh le Marsh	20	Kirton	32	Swineshead
9	Caistor	21	Metheringham	33	Waddington (Co-op)
10	Cherry Willingham	22	Navenby	34	Wainfleet
11	Crowland	23	Nettleham	35	Welton
12	Deepings	24	North Hykeham	36	Wragby

* These 'hubs' do not receive the £5,167 annual revenue grant nor £15,000 capital grant. They are classified as a hub for the purpose of the GLL support to community hubs contractual payment clause.

Community Hubs are independent and so have autonomy around opening hours, activities available and other potential utilisation of the site. All income received is retained by the hub, for reinvestment into the site.

In May 2018, following the closure of Learning Communities, and at LCC's request, GLL took on the running of Birchwood, Boultham and Ermine Community Hubs whilst a new provider was sought. Two of the Hubs, Birchwood and Boultham were handed over to a new provider, Ignite, in January 2019, with GLL's Library Development Officer providing detailed and extensive training and support. Discussions are on-going with a potential provider to take over management of the Ermine Community Hub.

2.4.2 Hub Performance:

Whilst Key Performance Indicators (KPI's) are not measured for Community Hubs an annual review is conducted to examine sustainability and the positive impact a Community Hub has on their respective communities. There is a standard agenda to aid discussion covering risk; concerns; service to customers and best possible use of resources/finance. This decision was made to intentionally minimise the emphasis on traditional performance management in order to best enable these hubs to achieve independence and reflect community need.

Community Hubs need to be sustainable to ensure they will be there in years to come. Hubs have achieved this through a range of income sources/funding which they require to cover the costs of running activities, e.g. grants, donations, hiring out space, etc.

2.2. Conclusion

Building on the successes and foundations of Year 3 a variety of focused activities are planned for Year 4 (April 2019 – March 2020) which includes:

- **Mobiles:**
A review of the service as a result of the current leases for the vehicles expiring.
- **GLL 'To Be' model:**
At the time the contract commenced in April 2016, it was acknowledged by all parties that Libraries ICT would benefit from investment to improve computer access and Wi-Fi availability to the public whilst also aiming to achieve better value for money. A business case has been prepared to enable further discussion and agreement of a sustainable way forward.
- **eBook Platform changes:**
The current platform for loaning ebooks is changing from Askews to Overdrive; this is a direct result of Askews withdrawing from the library eBook market. Existing customers will be made aware of the upcoming change on the Askews platform and directed to the Overdrive platform. This will enable a soft launch of the new platform, gently easing existing customers into Overdrive.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

No

b) Risks and Impact Analysis

N/a

This report was written by Louise Egan, who can be contacted on 01522 554503 or Louise.Egan@lincolnshire.gov.uk.

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Open Report on behalf of Les Britzman, Chief Fire Officer

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 July 2019
Subject:	Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services Report Action Plan Update

Summary:

Lincolnshire Fire and Rescue (LFR) were inspected during the summer by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) as part of a new independent inspection process.

During LFR's inspection, it was identified that LFR must assure itself that it had systems in place for the effective recording and monitoring of training. Therefore, by 31 July 2019, the service must be able to demonstrate that suitable operational training is provided, assessed and recorded accurately. LFR must also assure itself that operational staff are competent in risk-critical skills.

At the Public Protection and Communities Scrutiny Committee In January 2019, LFR advised the committee that it would present an update on action plan progress, with a focus on the Cause of Concern regarding effective recording and monitoring of training identified in the inspection.

This paper provides the Committee an update on progress and actions completed.

Actions Required:

The Public Protection and Communities Scrutiny Committee is invited to:

- 1) Consider and comment on the updated HMICFRS action plan, including progress against the cause of concern.
- 2) Review the summary of findings from Tranche 2 inspections.
- 3) Agree to review progress against the LFR action plan on a periodic basis.

1. Background

LFR was inspected during the summer 2018 by HMICFRS as part of a new independent inspection process. The reports for the first tranche of inspections (of 14 FRS) were published on 20 December 2018¹.

A copy of LFR's inspection report is available on the HMICFRS website².

2. Results for Lincolnshire Fire and Rescue

In tranche 1, LFR received a very positive report being graded 'Good' for how effective it is at keeping people safe from fire and other risks and 'Good' for how efficiently it delivers the Service. However, LFR was graded as 'requires improvement' in how well it looks after its people. This primarily related to concerns over the effective recording and monitoring of training (*getting the right people with the right skills*).

3. Action Plan Update

The LFR inspection report identified ten areas for improvement and one cause of concern. These areas were based on the evidence gathered by the inspection team during their visit to LFR. As a result of this feedback, the Service has produced an action plan to address these:

- The one cause of concern, which relates to the effective recording and monitoring of training, is the only recommendation that is time bound. By 31 July 2019 the service must ensure that suitable operational training is provided, assessed and recorded accurately and assure itself that all operational staff are competent in risk-critical skills.
- The ten areas for improvement identified within the report are not time bound and do not require LFR to submit a formal response to address each area. Nonetheless, LFR have reviewed these areas and have made a number of improvements over the last 6 months; for example LFR ensuring that it targets its prevention work at people most at risk, including those from hard-to-reach groups.

LFR advised the Committee it would update members on the progress made in implementing the effective recording and monitoring of training, in relation to the HMICFRS cause for concern, before the deadline (31 July 2019).

Previously, LFR were reliant upon a mixture of recording methods to identify training activity and this was acknowledged by the HMICFRS as requiring improvement. Lincolnshire County Council (LCC) made capital and revenue resources available for LFR to procure and implement a new system to enable the local recording of training with central co-ordination, to help manage and monitor

¹ The remaining 31 fire and rescue services will be inspected over the next 12 months.

² <https://www.justiceinspectrates.gov.uk/hmicfrs/frs-assessment/frs-2018/lincolnshire/>

the completion of training, the maintenance of competence and the assessment of individuals.

Following a procurement process, LFR purchased PDRPro, a training recording system. PDRPro also supports the LFR learning management system and is fully integrated with LFR's eLearning system, LearnPro.

Over the last 4 months, LFR has conducted an audit of all risk critical training competencies for operational staff. This review confirmed that all staff are competent in breathing apparatus, incident command, driving, water, and technical skills. No issues were identified.

This reassurance allowed LFR to focus on the implementation of PDRPro. A trial was conducted at 3 pilot stations over a 5 week period. No major issues were identified and the service received positive feedback regarding the new training system. Consequently, PDRPro has now been implemented across the service and training on how to use the system for all operational staff is now complete. As part of the rollout, LFR have updated PDRPro with the previous training history for operational staff (since July 2018), to support the integrity of the training data in the new system. The system will go 'live' on the 31 July 2019.

The work completed to date effectively completes phase 1 of the action plan and discharges the cause for concern raised by the HMICFRS. However, as part of LFR's continuous improvement, the service aspires to continue to develop PDRPro with the introduction of extra functionality and the development pathways module to support Firefighters who are new in role. This additional work should be completed by March 2020. Subsequently, LFR will look to engage with LCC Corporate Audit to conduct a review of the training records system to ensure compliance and provide quality assurance.

LFR will review ongoing progress against the remaining items on the action plan and update the Committee about progress on a periodic basis.

4. Conclusion

Notwithstanding the areas of the action plan already completed, work will now continue to implement the activities associated with LFR's continuous development with progress being reported through the Public Protection and Communities Scrutiny Committee. In addition, LFR will reflect on the learning identified within the HMICFRS tranche 2 summary report, and make any improvements as appropriate (Appendix C).

With phase 1 of the PDRPro implementation now complete and its introduction across the service, LFR can assure the Public Protection and Communities Scrutiny Committee that there is now a system in place for the effective recording and monitoring of training.

With the approval of the committee, LFR will update HMICFRS on progress against the cause of concern by 31 July and confirm that an effective recording and monitoring system is in place.

5. Consultation

a) Policy Proofing Actions Required

n/a

6. Appendices

These are listed below and attached at the back of the report	
Appendix A	HMICFRS Report Action Plan – An Action Plan to address the 'Areas of improvement' and 'Causes for Concern' as identified in the Inspection of Lincolnshire Fire and Rescue dated 20 th December 2018
Appendix B	HMICFRS Report Action Plan – Cause for Concern Highlight Report
Appendix C	Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services Summary of findings from Tranche 2 inspections

7. 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
Fire and rescue services inspection programme and framework 2018/19	https://www.justiceinspectrates.gov.uk/hmicfrs/publications/hmicfrs-fire-inspection-programme-2018-19/

This report was written by Dan Quinn, who can be contacted on 01522 555701 or dan.quinn@lincoln.fire-uk.org.



Fire and Rescue Service

Effectiveness and efficiency inspection 2018/19

An inspection of Lincolnshire Fire and Rescue



Action Plan 2018 / 2019 - Cause of Concern

HMICFRS report sub-section (& page)	Cause of concern	Activity	Output	R A G	Target date
Question 3 - How well does the Service look after its people					
3.2 - Getting the right people with the right skills (page 30) Page 25	3.2.1 - Lincolnshire Fire and Rescue Service needs to assure itself that it has systems in place for the effective recording and monitoring of training (By 31 July 2019 LFR must ensure suitable operational training is provided, assessed and recorded accurately and assure itself that all operational staff are competent in risk-critical skills)	3.2.1.1 - Undertake audit of risk critical training competence (breathing apparatus, incident command, driving, water, technical skills)	Audit completed		Nov 18
		3.2.1.2 - Introduce new training recording system (PDRPro)	System procured Train the trainer course Phase 1 implemented		Dec 18 Dec 18 Jul 19
		3.2.1.3 - Review quality assurance process for training content and delivery	Skills for Justice accreditation renewed		Jun 19
		3.2.1.4 - Review the quality assurance of training delivery/sector competence on a quarterly basis	Review completed Evidence of CM/WM competence		Jan 19 Apr 19
		3.2.1.5 - Identify method to record competence (as opposed to attendance) on PDRPro	Report completed		Mar 20
		3.2.1.6 - Undertake corporate audit of training records	Audit / validation to be completed once all records are in place.		Apr 20

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HMIFRS Action Plan 2019/20

Cause for Concern Highlight Report July 19

Project 3.2 Competence Recording and Assessment	Project Owner AM Debbie Yeates	Reporting date 3/7/19	Overall status Green
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Overall Summary:

3.2.1 - LFR needs to assure itself that it has systems in place for the effective recording and monitoring of training (refer to action plan activity 3.2.1.1 - 3.2.1.6). LFR were reliant upon a mixture of recording methods to identify training activity and this was acknowledged as inadequate. LCC made capital and revenue resources available to LFR to procure and implement a new system to enable the local recording but with central co-ordination to manage and monitor the completion of training, the maintenance of competence and the assessment of individuals.

31/7/19	As per HMIFRS Action Plan to be able to collate centrally all training records from July 2018
31/3/20	All divisional and central training records from 1/7/18 available on PDRPro
1/4/20	LCC Corporate Audit of training records

[HMIFRS Action Plan](#)

Completed Actions in last period:

- All risk critical training records checked and master file available to all managers to ensure personnel remain in competence and attend refreshers and assessments as required.
- PDRPro procured, training delivered, Service structure built; PDRPro Maintenance of Competence Training Programmes built (FF-WM Operator and Technician, Officer)
- Administrator System testing completed
- 1 month trial completed (Brant Broughton, Gainsborough WT and On Call, Lincoln South WT Blue Watch)
- User training commenced (June 19) concentrating on CM and above.
- Officer Training plan –WT staff and back date officer training records from July 18 to date as part of the training.
- WCS training On Call Supervisory Managers
- OD Business Support have backdated training records for on call stations from July 18 to March 19. April 19 to date will be inputted by on call staff as part of the PDRPro Initial training.
- Delivery of Train the trainer course to all CM/WM on-going
- Process for QA delivery and assessment of training reviewed
- Quality assurance process for training content and delivery re-accredited by Skills for Justice.

Future Focus for next period:

- Guidance documents for station training and e-learning being prepared. Planned Jul to Sep as part of key learning to enable all staff to view their own records.
- Next phase will be further training for OD team to commence build of Central course administration which will enable the recording of all centre-based training
- Build and Implement the level 3 station specific specialist training on to the PDRPro core system to ensure all training activities are recorded on PDRPro.
- Implement development pathways module to host the development FF programme.
- Programme of quarterly QA of divisional training delivery and assessment implemented

Top Risks/Issues:

Description	Mitigation	Status
Lack of administrators with knowledge of the PDRPro system and service structure.	Support from PDRPro. Identify relevant personnel and provide the time required to train additional staff	
Historical training records are only available from July 18	Request a data dump through Firewatch of all MOC training activities from April 17 to July 18	

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Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services Summary of findings from Tranche 2 inspections

Summary:

On the 20 June, Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) published the reports from their second tranche of inspections of 16 fire and rescue services (FRSs) in England. These second waves of reports build on the findings from the first tranche of 14 service inspections, reported on in December 2018. Lincolnshire Fire and Rescue (LFR) were inspected during summer 2018 as part of tranche 1.

This update provides an overview of Tranche 2 of the HMICFRS inspection programme, published in June 2019.

1. Background

LFR was inspected during summer 2018 by HMICFRS as part of a new independent inspection process. The reports for the first tranche of inspections (of 14 FRS) were published on 20 December 2018¹.

A copy of LFR's inspection report is available on the HMICFRS website².

Since the last committee update in March 2019, HMICFRS has completed a second tranche of inspections and published an overview of its findings.

2. HMICFRS Fire and Rescue Service inspections 2018/19 – Summary of findings from Tranche 2

The report from the second tranche of inspections (16 FRS) published on the 20 June 2019³ gave an overview of the findings. It builds on the outcomes of the previous tranche of inspections, which LFR were part of. In Tranche 2, the HMICFRS inspected very different FRSs, from large metropolitan to smaller services covering vast rural areas, similar to LFR. As with the tranche 1 inspections, the HMICFRS recognised the dedication and commitment of staff serving their communities in each and every service. It also highlighted the high regard that the public continue to hold the FRS in, supported during the latest public perception survey.

¹ The remaining 31 fire and rescue services will be inspected over the next 12 months.

² <https://www.justiceinspectors.gov.uk/hmicfrs/frs-assessment/frs-2018/lincolnshire/>

³ <https://www.justiceinspectors.gov.uk/hmicfrs/wp-content/uploads/fire-and-rescue-service-inspections-2018-19-tranche-2.pdf>

In this report, HMICFRS gave the 16 services the following overall grades:

	Outstanding	Good	Requires Improvement	Inadequate
Effectiveness		9	7	
Efficiency		9	7	
People		8	7	1

FRSs continue to respond effectively when the public need them, with staff who are highly skilled, well equipped and provide a number of services to their local communities.

However, the HMICFRS continues to be concerned with how services carry out their fire protection duties as teams are often under-resourced. This was identified as part of the LFR inspection and has been addressed with the appointment of two additional Fire Safety Inspectors, supported by Lincolnshire County Council (LCC) through enhanced funding.

Within this summary report, HMICFRS comment on how a decade of localism has led to marked differences between fire services; for example how they determine response standards, and how they identify and mitigate risk. A concern still remains about how some services look after their staff.

Most services are operating with reducing budgets and fewer staff. Fire funding is complex and funding arrangements differ across services. Two FRS were identified as operating in testing financial environments. This is making it harder for them to carry out their core functions of prevention, protection and response. It will be difficult for these services to absorb further budget reductions without adverse implications for public safety.

The headline findings can be summarised below⁴:

- Responding to emergencies continues to be a strength for the sector
- Protection remains a concern; its application is inconsistent, and teams are often under-resourced
- Some services are well resourced; others are struggling to carry out their core functions
- Services are increasingly prioritising health, wellbeing and mental health support
- Not enough progress is being made to improve workforce diversity
- Considerable variation in definitions and how things are done across the services
- This continues to be a time of change for the fire sector
- Prevention activities aren't always targeted at those at most risk of fire
- Most fire and rescue services are ready for large-scale incidents but national capability needs to be reviewed further

⁴ Further headline findings detail can be found in pages 5-8 of the tranche 2 report

- Services are not exploiting the benefits of technology
- Not all learning is gathered or used to improve services
- Services aren't effectively evaluating, reviewing and monitoring their collaboration activities

The HMICFRS have started tranche 3 of their inspection programme which should be completed by the end of 2019. This will then give the inspectorate a complete national picture of FRSs. At that point, HMICFRS will publish the first '*State of Fire and Rescue report*' which will include judgements and recommendations for the sector and the Home Office to consider.

However, in the meantime, the HMICFRS have made two recommendations following tranche 2 inspections which require immediate attention and action. The need for greater consistency in approach (in 4 priority areas), and the need for the sector to be supported to reform enhanced capacity and capability.

Recommendation 1 highlights areas of priority and the HMICFRS expect significant progress by December 2020 with a common set of definitions and standards for the following four areas:

1. identifying and determining risk as part of the IRMP process;
2. identifying and measuring emergency response standards and approaches;
3. defining what are high-risk premises for the purposes of fire protection; and
4. setting an expectation for how frequently high-risk premises, and parts of those premises, should be audited for compliance with fire safety legislation.

HMICFRS recognise the overlap between this and the work already underway, as part of the recommendations of Dame Judith Hackett's review of building regulations and fire safety. However, the Home Office, National Fire Chiefs Council (NFCC) and the Local Government Association (LGA), in consultation with the Fire Standards Board, should establish a programme of work that will result in consistency in the four priority areas above, as soon as possible.

Recommendation 2 reflects the significant reform and transformation across the fire and rescue sector in England seen in the past few years. There have been many factors behind this, such as the Government's fire reform programme, austerity, the new inspectorate and the consequences of and response to the tragic events at Grenfell Tower. Further sector-wide change is likely to be needed following the conclusion of the Grenfell Tower Inquiry (the first report is due this autumn).

The fire and rescue service nationally has very limited resources including access to the skills and expertise it needs to bring about change. Without access to this support, the Government's fire reform programme may well falter.

As part of the next spending review, the Home Office, in consultation with the Fire and Rescue Sector, should address the deficit in the fire sector's national capacity and capability to support change.

Following the publication of this report, LFR will continue to review progress against its own action plan, future HMICFRS recommendations and update the Committee about progress on a periodic basis.

Open Report on behalf of Les Britzman, Chief Fire Officer

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 July 2019
Subject:	Safer Together Project – Collaborative Working Arrangements between the Safer Communities Service and Lincolnshire Police

Summary:

This paper provides an overview of the Safer Together project which has developed a closer working collaboration with Lincolnshire Police and the Safer Communities Service of Lincolnshire County Council.

Actions Required:

Members of the Committee are invited to consider and comment on the contents of this report and presentation provided at the meeting regarding the new working arrangements between Lincolnshire County Council and Lincolnshire police.

1. Background

A review of partnership arrangements was instigated by the previous County Public Protection Officer in January 2018 to examine and explore the expansion and formalisation of collaborative working arrangements on areas where there is commonality in the functions and services that Lincolnshire County Council Safer Communities Service and Lincolnshire Police deliver. Following assignment of project management support in autumn 2018 a project plan has been developed with the aims of improving the effectiveness of crime prevention and responses in key priority areas through a strategic partnership and collaborative working practices between the two organisations.

The review concluded that there were benefits in establishing an integrated multi-disciplined team, structured around the shared work areas of Protection, Prevention and Partnerships, with the aim to improve the effectiveness of crime prevention and responses to victims and offenders in key priority areas. This would be achieved by:

- i. Better information and intelligence sharing;
- ii. Improved analysis of threat, risk and harm;
- iii. Co-ordinated approach to service delivery to include the use of resources with reduced duplication of effort;

- iv. Increased resilience through pooled resource, expertise and management;
- v. Better use of the combined powers and authority of each organisation.

There were many compelling reasons to support the collaborative approach including: existing work synergies, potential for significant benefits from collaborative working, proof of concept with option to expand and meets legal obligation to collaborate.

A presentation will be provided to the committee on the process that culminated in the signing of a Memorandum of Understanding on the 19th June 2019 and the revised working arrangements going live on the 1st July.

The presentation will explain the new working and governance arrangements

2. Consultation

As part of the above process a staff consultation process was held with LCC employees

a) Have Risks and Impact Analysis been carried out?
An equality impact analysis has been carried out

b) Risks and Impact Analysis
Not Applicable

3. 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 Sara Barry who can be contacted on 01522 552499 or sara.barry@lincolnshire.gov.uk

Open Report on behalf of Andrew Crookham, Executive Director - Resources

Report to:	Public Protection and Communities Scrutiny Committee
Date:	23 July 2019
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.

Actions Required:

Members of the Committee are invited to review and comment on the work programme and highlight 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.

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.

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

2. Work Programme

23 JULY 2019 – 10:00am Emergency Planning Centre, South Park Avenue, Lincoln, Lincolnshire, LN5 8EL		
Item	Contributor	Purpose
Outcome of the Heritage Service Consultation	Nicole Hilton, Assistant Director - Communities	Feedback from the Heritage Service Consultation
Future of the Heritage Service	Nicole Hilton, Assistant Director - Communities	PRE DECISION SCRUTINY Executive - 03 September 2019
Performance of the Library Services Contract – Year Three Review Report	Nicole Hilton, Assistant Director - Communities	Review of the third year performance and key performance indicators (KPI) for the Library Services Contract.
Fire and Rescue Services Inspection Action Plan	Dan Quinn, Assistant Chief Fire Officer	Final review of the progress made on the LFR Inspection Action Plan outcomes.
Safer Together - Collaborative Working Arrangements with Lincolnshire Police	Sara Barry, Head of Safer Communities	Briefing on the new working arrangements between the Safer Communities Service and Lincolnshire Police.

<p>Lincoln Blue Light Hub visit – South Park, Lincoln Tim Joyce, Blue Light Collaboration Programme Change Lead</p>
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17 SEPTEMBER 2019 – 10:00am		
Item	Contributor	Purpose
Lincolnshire Registration, Celebratory and Coroners Services Annual Report	Donna Sharp, County Services Manager (Registration & Celebratory Service and Coroners Service)	Annual Report
Sitting as the Crime and Disorder Scrutiny Committee		
Safer Lincolnshire Partnership Priorities – Anti-social Behaviour	Sara Barry, Head of Safer Communities	Review of work being undertaken as part of the Safer Lincolnshire Partnership to tackle Anti-social Behaviour.

29 OCTOBER 2019 – 10:00am		
Item	Contributor	Purpose
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.
Fire and Rescue Statement of Assurance 2018-19	Les Britzman, Chief Fire Officer	
Trading Standards Priorities	Sara Barry, Head of Safer Communities	

10 DECEMBER 2019 – 10:00am		
Item	Contributor	Purpose
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 and progress Action Plan.

28 JANUARY 2020 – 10:00am		
Item	Contributor	Purpose
Revenue and Capital Budget Proposals 2020/21	Les Britzman, Chief Fire Officer; Nicole Hilton, Assistant Director - Communities	PRE-DECISION SCRUTINY Budget proposals for 2020/21.

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

3. Conclusion

Members of the Committee are invited to review and comment on the work programme and highlight any additional scrutiny activity which could be included for consideration in the work programme.

4. Consultation

a) Have Risks and Impact Analysis been carried out?

Not Applicable

b) Risks and Impact Analysis

Not Applicable

5. Appendices

These are listed below and attached at the back of the report	
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Appendix A	Forward Plan of Decisions relating to the Public Protection and Communities Scrutiny Committee
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6. 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

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
I018064	Future of the Heritage Service	3 September 2019	Executive	Public Protection and Communities Scrutiny Committee	Report	Assistant Director - Communities Tel: 01522 553786 Email: nicole.hilton@lincolnshire.gov.uk	Executive Councillor: Culture and Emergency Services and Executive Director of Place	Yes	All Divisions
I013959	Future of the Heritage Service	1 October 2019	Executive	Public Protection and Communities Scrutiny Committee	Report	Assistant Director - Communities Tel: 01522 553786 Email: nicole.hilton@lincolnshire.gov.uk	Executive Councillor: Culture and Emergency Services and Executive Director of Place	Yes	All Divisions

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