



County Offices
Newland
Lincoln
LN1 1YL

23 January 2023

Public Protection and Communities Scrutiny Committee

A meeting of the Public Protection and Communities Scrutiny Committee will be held on **Tuesday, 31 January 2023 at 10.00 am in the Council Chamber, County Offices, Newland, Lincoln LN1 1YL** 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
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), Mrs J Brockway, M R Clarke, Mrs N F Clarke, A Dani, W H Gray, A M Key, J L King, K E Lee and E J Sneath

**PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE AGENDA
TUESDAY, 31 JANUARY 2023**

Item	Title	Pages
1	Apologies for Absence/Replacement Members	
2	Declarations of Members' Interests	
3	Minutes of the Public Protection and Communities Scrutiny Committee meeting held on 13 December 2022	5 - 18
4	Announcements by the Chairman, Executive Councillors and Chief Officers	
5	Revenue and Capital Budget Proposals 2023/24 <i>(To receive a report from Keith Noyland, Strategic Finance Lead – Place, Fire & Rescue, which invites the Committee to consider and comment on the budget proposals for the Public Protection and Communities Services, prior to the Executive meeting on 7 February 2023 when it will make its final budget proposals for 2023/24)</i>	19 - 26
6	HMICFRS update for Lincolnshire Fire and Rescue <i>(To receive a report from Mark Baxter, Chief Fire Officer, which provides the Committee with an update on the response to the Inspection Outcomes from Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services)</i>	27 - 38
7	Trading Standards Food Standards Enforcement 2021- 2022 <i>(To receive a report from Mark Keal, Trading Standards Manager, which provides the Committee with a review of the delivery of food standards enforcement undertaken by Lincolnshire County Council Trading Standards in 2021-2022)</i>	39 - 64
8	Resettlement Schemes and Asylum Dispersal in Lincolnshire <i>(To receive a report from Samantha Neal, Assistant Director Prevention and Early Intervention, which provides the Committee with an overview of refugee schemes and asylum dispersal, the national position and the response by Lincolnshire organisations to national policy decisions)</i>	65 - 74

9 Public Protection and Communities Scrutiny Committee Work Programme

75 - 78

(To receive a report from Kiara Chatziioannou, 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)

SITTING AS THE CRIME AND DISORDER SCRUTINY COMMITTEE

(The Crime and Disorder Scrutiny Committee is established under Section 19 of the Crime and Justice Act 2006 to review or scrutinise decisions made, or other action taken, in connection with the discharge by the County Council of its crime and disorder functions)

10 Safer Lincolnshire Partnership Update

79 - 84

(To receive a report from Claire Seabourn, Safer Lincolnshire Partnership Business Manager, which provides the Committee with an update on the strategic activity of the Safer Lincolnshire Partnership over the last year)

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<p>Please note: for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting</p> <ul style="list-style-type: none">• Business of the meeting• Any special arrangements <p>Contact details set out above.</p> <p>Please note: This meeting will be broadcast live on the internet and access can be sought by accessing Agenda for Public Protection and Communities Scrutiny Committee on Tuesday, 31st January, 2023, 10.00 am (moderngov.co.uk)</p> <p>All papers for council meetings are available on: https://www.lincolnshire.gov.uk/council-business/search-committee-records</p>	



**PUBLIC PROTECTION AND COMMUNITIES
SCRUTINY COMMITTEE
13 DECEMBER 2022**

RESENT: COUNCILLOR N H PEPPER (CHAIRMAN)

Councillors Mrs J Brockway, M R Clarke, Mrs N F Clarke, A Dani and A M Key.

Councillors: L A Cawrey (Executive Councillor Fire & Rescue and Cultural Services), C Matthews (Executive Support Councillor NHS Liaison, Community Engagement, registration and Coroners) and S P Roe (Executive Support Councillor Children's Services, Community Safety and Procurement) attended the meeting as observers.

Officers in attendance:-

Steven Batchelor (Lincolnshire Road Safety Partnership Senior Manager), Mark Baxter (Chief Fire Officer), James Chapple (Head of Registration, Celebratory and Coroners Services), Kiara Chatziioannou (Scrutiny Officer), Katrina Cope (Senior Democratic Services Officer), Leanne Fotherby (Commercial & Procurement Manager), Will Mason (Head of Culture), Martyn Parker (Assistant Director Public Protection), Lee Sirdifield (Assistant Director – Corporate), Ryan Stacey (Assistant Chief Fire Officer), Steve Topham (Assistant Chief Fire Officer) and Zoe Walters (Community Strategy Co-Ordinator).

Thea Croxall (Principal Commissioning Officer (Learning)) attended the meeting remotely, via Teams.

41 APOLOGIES FOR ABSENCE/REPLACEMENT MEMBERS

Apoloies for absence were received from Councillors W H Gray, K E Lee, J L King, E J Sneath and A N Stokes.

An apology for absence was also received from Councillor Mrs S Woolley (Executive Councillor NHS Liaison, Community Engagement, Registration and Coroners).

It was noted that Councillors J L King and E J Sneath would be observing the meeting remotely, via Teams.

42 DECLARATIONS OF MEMBERS' INTERESTS

No declarations of Members' interest were received at this point in the proceedings.

**43 MINUTES OF THE PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE
S MEETING HELD ON 8 NOVEMBER 2022**

RESOLVED

That the minutes of the Public Protection and Communities Scrutiny Committee meeting held on 8 November 2022 be approved and signed by the Chairman as a correct record, subject to the word '*negligent*' at bullet point one on page 3 on the minutes being amended to read '*negligeable*'.

44 ANNOUNCEMENTS BY THE CHAIRMAN, EXECUTIVE COUNCILLORS AND CHIEF OFFICERS

The Chief Fire Officer extended his welcome to Steve Topham, the newly appointed Assistant Chief Fire Officer. The welcome was then echoed from members of the Committee.

45 CORONER'S BODY REMOVAL & TRANSPORTATION RE-PROCUREMENT

The Chairman invited James Chapple, Head of Registration, Celebratory and Coroners, and Leanne Fotherby, Commercial & Procurement Manager, to present the item, which invited the Committee to consider and comment on the Coroner's Body Removal and Transport Re-Procurement, which was due to be considered by the Executive Councillor for NHS Liaison, Community Engagement, Registration and Coroners between 16 and 23 December 2022.

The Committee was advised that under the Coroners Justice Act 2009, the Council had a statutory duty to provide appropriate and robust arrangements for the collection and return of bodies whose deaths were referred by the coroner for investigation. It was highlighted that the current agreement was due to end on the 31 May 2023, with no further option to extend. The Committee was advised further that the coroner was happy with the current contracts in place, and it was anticipated that due to the nature of the contract, it was expected that most bids would come from current suppliers, due to the infrastructure currently in place.

It was reported that the Council was intending to publish the 'Coroners Body Removal and Transport' re-procurement in February 2023, as an open tender to ensure maximum engagement with the market and to provide fixed term contracts with sufficient reassurance to both the suppliers and the service of rotas. The Committee was advised that the contracts would be awarded to the supplier(s) whose tender scored the highest per lot, and which provided the Most Economically Advantageous Tender (MEAT) against the Council's chosen award criteria for each lot. Details of the geographical locations, lots, and contracted hours were shown on page 17 of the report presented.

The Committee noted that the contracts would be expected to run for three years commencing on 1 June 2023, and that there would be an option for the Council to extend by one additional period of two years.

It was reported that the contract value was £436,000 annually, and that the total value of the five-year contract was £2,180,000.

During consideration of this item, the Committee raised the following comments:

- Members raised a point in relation to post-mortem service provision which was currently being delivered at Leicester Royal Infirmary and Hull Royal Infirmary and inquired whether there were still plans for the service to return within the county. Officers confirmed that at the time United Lincolnshire Hospitals NHS Trust (ULHT) had no capacity to host the service back within the county, however, assurances were given that the Registrations and Coroners' Service was in active discussions with ULHT on future post-mortem provisions. Members requested that the comments captured reflected the need for resolution as this matter impacted residents who's deceased relatives were transported out of county, which ultimately caused delays on funerals and caused issues with the requirement of deaths to be declared within a five-day window. Members also emphasised on the costs associated with out of county return transportation and storage outside the county;
- Members sought clarity and assurances around the streamlining of the service, following contractual agreements being in place, and on the safety of providers accessing and uploading documents onto the Coroners Service portal. Officers clarified that the system in place (WWP) was used by a number of coronial services across England and Wales. In Lincolnshire the system (WWP) had been procured through the official Council Procurement method, and offered a safe and secure system that removed administrative burdens for providers and allowed them to feed directly into the service without any data protection concerns;
- Members inquired about the level of communication between the Service/Officers and the providers to capture the latter's views as to how the possible improvements could be made before moving ahead with the contracts. Assurance was offered that an active dialogue was maintained with providers; that feedback was obtained throughout the contract; and that engagement that had taken place with the providers' involved which had led to the proposed changes;
- Further information was sought in relation to existing backlogs and the measures used to address these. Members were pleased to hear that the overall referral rate had reached a plateau and had returned to pre-pandemic levels. It was noted that recently, the service had undertaken recruitment of coroners' officers which was anticipated to be a drastic mitigation against backlogs. In addition, approval has been obtained from the Chief Coroners' Office to recruit to the position of the Acting Senior Coroner for Lincolnshire post. Officers noted that a historic record number of inquests heard had been reached during the year with over 500 cases being undertaken;
- Members suggested that a breakdown of the costs incurred by an exemplar single case would have been helpful to understand better the make-up of the total contract cost and how that was estimated. Members also asked what the price per collection was, and what costs, per bands of miles to be covered by providers, were accounted for and whether costs were expected to change in line with the inflation. Officers explained that the contract was based on a fixed price for the number of removals and transportations anticipated (approx. £214/collection). Further information concerning current prices by Lot per journey was offered as a follow up action.

Assurances were given that inflationary costs were accounted for and were reflected in the contracts;

- Members inquired what the award criteria was for the providers. Officers explained that award criteria were based around the specifications, how the provider intended to deliver aspects of the specification and was also focused around areas of quality. Officers agreed to provide members of the Committee with the full list of the award criteria;
- Members expressed concerns on the lack of information provided regarding the capacity of providers to perform their contractual obligations and requested specifications on the type and condition of vehicles used for conveying the deceased and requested assurance that the vehicles were fit for purpose. Officers explained that vehicles were fit for purpose as these were designed to store bodies at the required temperature and each vehicle could hold up to a maximum of 4 deceased persons; it was also acknowledged that providers were expected to use that max transportation capacity regularly to maximise profits. Officers added that the providers were individually assessed as they entered the bidding process and emphasised that the coroner was aware and satisfied that these conditions were met;
- Members queried what happened when one of the providers carried out work within the other provider's area and how they were being reimbursed, to which Officers responded that the rota in place was robust. Cases as such were going to be reviewed on a case-by-case basis and appropriate actions would be taken accordingly. Officers also agreed to investigate whether on a contractual level, providers were allowed to be subsidised when they were out of capacity; and
- Finally, assurance was given that the adoption of proposed recommendations provided continuity to the coronial service function and that the new arrangements mirrored existing ones in terms of case specification and outputs.

RESOLVED

1. That the report presented be endorsed and that the recommendations to the Executive Councillor for NHS Liaison, Community Engagement, Registration and Coroners as detailed on page 15 of the Executive Councillor report be unanimously supported.
2. That the comments and suggestions from the Committee be passed on to the Executive Councillor for NHS Liaison, Community Engagement, Registration and Coroners for their consideration.

46 SERVICE LEVEL PERFORMANCE REPORTING AGAINST THE SUCCESS FRAMEWORK 2022-2023 - QUARTER 2

The Committee considered a report from Martyn Parker, Assistant Director - Public Protection, Nicole Hilton, Assistant Director – Communities, Lee Sirdifield, Assistant Director Corporate, Mark Baxter, Chief Fire Officer and Steven Batchelor, Senior Manager,

Lincolnshire Road Safety Partnership, which summarised the Service Level Performance against the Success Framework 2022/23 for Quarter 2 that were within the remit of the Public Protection and Communities Scrutiny Committee.

Ryan Stacey, Assistant Chief Fire Officer and Will Mason, Head of Culture were also in attendance for this item.

During consideration of the new Power BI dashboard, some of the following comments were raised:

- Further information was sought regarding the Friendship and Emotions workshop. Officers agreed to forward on details of the workshop content, and when and where they were being held on to members of the Committee. The Committee noted that all schools booked in through the co-ordinators and that workshops were offered to all schools across the county. It was noted that at the end of the previous year the workshops were online, but now there was a hybrid model as well as face to face sessions. It was highlighted that the Stay Safe Partnership was looking into how the impact of the workshops could be recorded and that this was still work in progress. The Committee also noted that the team had contact with safeguarding officers within schools and that more work being done around emotions and healthy relationships as this had seen a rise in the number of disclosures received;
- Whether any work was being carried out to improve Teacher/pupil relationships. Officers advised that they were not aware of any issues, but would look into the matter raised;
- Some concern was raised regarding safeguarding and service provision for children in travelling communities. It was agreed that this was a matter for the Children and Young People Scrutiny Committee and that information would be circulated to members of the Committee after the meeting;
- Reassurance was sought that with the Multi-Agency Risk Assessment Conference (MARAC) meetings operating virtually, that no one was being missed. The Committee was advised that meetings were being held virtually as it had enabled more services to be engaged in the meeting as they found it easier. It was highlighted that a formal review of MARAC was taking place to ensure that partners abilities were being maximised. The Committee was advised that the review was due to be completed in April 2023;
- What had been the impact of the shortage of veterinary surgeons on inspections; and whether the in-house training had been implemented and whether any adverts had been placed in veterinary publications. It was agreed that a response would be sought from members of staff within the trading standards team;
- Whether any complaints had been received regarding the pricing in shops or the quality of the service. It was agreed that a response would be made available to members of the Committee;
- Thanks were extended to the trading standards team for all the work carried out removing dangerous goods and counterfeit goods from market venues;

- One member enquired whether libraries were still issuing CD's and DVD's and whether libraries were able to accept CD and DVD donations . The Committee was advised that libraries did still issue CD's and DVD's and that officers would look into the donation suggestion;
- Whether libraries were promoted to school children. The Committee noted that libraries were promoted, and that libraries provided various events to encourage young people to use libraries. The Committee noted that story time was well attended by young children and that promotional work was incredibly essential for the service to maintain usage;
- Reference was made to the recent Lincoln Christmas Market and some concerns were raised regarding overcrowding, and to the general feeling that some people felt unsafe. The Committee was advised that the points highlighted would be relayed back into the feedback session;
- Thanks were extended to the Heritage and Libraries teams for all their hard work;
- One member advised that Donnington library was going from strength to strength with several groups wanting to use the library outside of normal opening hours;
- Assurance was given that there was not one library underperforming compared to another, and that the library service was being enhanced as a result of community use;
- One member enquired whether there was still the opportunity for villages without a library to apply to have one. Confirmation was given that was the case and that there was still some budget provision available;
- Some concern was expressed regarding access to some libraries for children was limited due to their opening hours. The Committee noted that as part of reviewing the successes of libraries from 2016; opening hours would be one area that would be looked at;
- Whether training was available in Lincolnshire to help adults get jobs. The Committee was advised that training was offered through the voluntary portal which had a range of topics such as diversity, health and safety, disability awareness etc. It was not known however how many of the courses were qualification courses. It was agreed that further information would be circulated to members of the Committee in this regard;
- One member highlighted a new charity that had been set up within their area for mothers with disabled children to be able to leave them to be cared for whilst they were shopping or having a coffee. Officers agreed to look into this after the meeting;
- Thanks, were also extended to the Donnington fire station for supporting various events in the village;
- An enquiry was made as to whether Lincolnshire Fire and Rescue attended Parish/Town Council meeting to promote fire safety. It was reported that local fire crews were encouraged to engage with the local community;
- Whether the fire service had support in place to help its staff when required. Assurance was given that LFR staff had access to help and that there were processes in place following a critical incident, and that staff also had access to council

counselling services. It was also noted that staff were also trained to be mental health first aiders and that there was also access to a peer support team within LFR;

- Some concern was expressed regarding LFR access into Boston when train barriers were down. The Committee noted that this was not just an issue in Boston it was an issue across the county, as there were several level crossings. It was reported that crews were in constant communication with the fire control room; with each vehicle having automatic location systems (GPS) fitted. If the control room was aware that a fire appliance was delayed at a crossing, the control room was able to mobilise the next nearest asset. It was also noted that in some circumstances, the barrier was able to be lifted to allow access;
- Some concerns were expressed relating for the need for some road signs to advise motorists to be careful in adverse weather conditions. The Lincolnshire Road Safety (LRSP) representative agreed to speak to Highways colleagues regarding this matter;
- One member enquired whether there was a media campaign, which advised motorists not to double park due to the access required by emergency vehicles. Assurance was given that work was undertaken with partners in this regard;
- The target of 10,000 home visits as referred to on page 29 of the report pack. The Committee noted that the stretch target of 10,000 was agreed as a result of the service wanting to drive a behavioural change, by encouraging staff to apply a different approach to solving a problem, to that done previously;
- Whether the fire service used volunteers to help with their community work. It was noted that the service had to be careful around safeguarding issues, as they operated in a position of trust, having access to some of the most vulnerable people's homes. As a result, any move to using volunteers would need to be looked at with a degree of caution and suitable vetting, but it was an area that would be looked into;
- The risk implications of missing deadlines for building regulation applications. The Committee noted that LFR always worked with building control to advise when a deadline was going to be missed. It was reported that 95% of applications were dealt with within the 15 working days. Those that took a little bit longer were the applications that were more complex;
- Total fires - Whether providing training to watch managers and crew managers would help with reduce the number of incidents. The Committee noted that training was provided to supervisory managers on the ground who were in charge of the fire engines. It was also noted that there had been a change to the regulations around fire investigation standards which would be coming into force, particularly around the collection of forensic data;
- Congratulations were extended to LFR for all their hard work in dealing with wildfires throughout the very hot summer and whether any public information was going to be scheduled for the coming year. It was reported that the service would be promoting the dangers of wildfires, by working with bodies and partners;
- Whether the 2020 casualty targets had been met. It was noted that this had been a question raised at the previous meeting. The Committee was advised that there had been a 40% reduction in the number of people killed or seriously injured from 2000 to 2010. It was highlighted that LRSP were looking to achieve another 20% reduction

on top of that. It was highlighted that this had been achieved in 2015, but the reduction had not been subsequently maintained;

- Whether there was any anecdotal evidence of a higher percentage of traffic offences having involved foreign nationals in Lincolnshire. It was reported that a request had been made to Lincolnshire Police, but unfortunately the 2021 census data had been delayed until January 2023. It was expected that it would be reported back to the Committee for its March 2023 meeting;
- Thanks were extended to the Donnington Fire station for all their support with local events;
- Whether the service provided any guidance regarding open fires now that colder weather was had arrived. It was noted that the service was working with the National Fire Chief's Council to ensure that a consistent message was delivered across the country. Work was also ongoing with partners regarding the most vulnerable, to make sure they were able to heat their homes safely;
- Some concern was raised regarding speeding vehicles through rural villages and to the fact that that when speeding surveys were received, they just indicated the mean speed of vehicles and did not focus on the number of vehicles that were speeding. There was recognition to the frustrations raised, and it was emphasised that enforcement was not solely based on average speed, the average speed demonstrated the speed most vehicles were travelling. Reassurance was given that when surveys were reviewed, consideration was given to a combination of factors for example the number of slight/serious injuries, number, and the causes; the average speed of vehicles; the number of vehicles exceeding the speed limit by a level that enforcement would commence; those exceeding the speed limit by 10 miles an hour or more. It was highlighted that all this information provided data as to what was going on the roads in Lincolnshire. One member advised that several villages within his electoral division were buying the flashing light speed indicators, and that these were having a huge impact;
- Increase awareness for drivers of winter driving. The Committee was advised that the LRSPs Communication Officer had retired, and as a result, the LRSP were not leading on the winter drink and drug driving campaign this year it was being led by Lincolnshire Police's communication team, supported with funding from the LRSP. It was noted that throughout the months of December and January a winter driving campaign was being undertaken;
- The use of car horns in the vicinity of Derby Street in Boston because of the low bridge. The local member advised that there needed to be a message to advise drivers that the use of the car horn was not necessary, as there was enough room for two cars to pass. The LRSP agreed to take the matter up with Highways colleagues;
- The high number of killed or seriously injured casualties (445) in Lincolnshire in comparison to statistical neighbours. The Committee was advised that excessive or inappropriate speed were contributory factors. It was highlighted that more than 90% of collisions throughout the UK involved some form of driver error. Most being unintentional. It was highlighted that for fatalities from last year, careless and reckless and, in a hurry had been the highest contributory factor; and failing to judge another person's powerful speed and to look properly was second with failing to

look properly coming in third. The Committee noted that the LRSP worked with statistical neighbours to share lessons learnt; and

- Children killed or seriously injured in road traffic collisions. Reassurance was given that the LRSP was doing all it could to reduce the number (24).

The Chairman on behalf of the Committee extended his thanks to the presenters.

RESOLVED

That the report presented be received and that the comments raised be taken into consideration by relevant lead officers and Executive Portfolio Holders.

47 FIRE AND RESCUE STATEMENT OF ASSURANCE

Consideration was given to a report from Mark Baxter, Chief Fire Officer, which invited the Committee to consider and comment on the content of the Lincolnshire Fire and Rescue Authority's Statement of Assurance for 2021/22.

Attached at Appendix A to the report was a copy of the of the Statement of Assurance document for 2021/22 for the Committee to consider.

The Committee was advised that Lincolnshire Fire and Rescue Authority was satisfied that the systems and measures it had in place with respect to financial governance and operational matters for the period 1 April 2021 to 31 March 2022 were fit for purpose and effective.

During consideration of this item, the Committee raised some of the following comments:-

- Media coverage regarding diversity and bullying issues some fire and rescue services were encountering and how the service was ensuring it was not happening in Lincolnshire. The Chief Fire Officer advised that he found reports of what was happening within his sector to be very troubling. The Committee was assured that LFR had strong cultures and behaviours throughout the organisation, and that it was the LFR commitment that whenever there had been any evidence of poor behaviour, these were addressed immediately. The Committee noted that there were systems in place to allow staff to report any issues or concerns confidentially, through independent reporting lines;
- Engagement with foreign nationals – The Committee was advised that local crews and community safety teams actively engaged with their local communities. It was noted that messages were delivered to communities in as many languages as possible; and that the LFR also had a proactive recruitment campaign with all communities within Lincolnshire as the service was keen that the diversity of its crews mirrored the same diversities within communities;
- Recruitment Campaign – It was reported that during the last 12 months there had been a healthy number of applicants for whole time fire fighters. With regard to on-call personnel, again there had been a significant number, but more had to be done

to ensure that these staff were retained. It was highlighted that the service lost approximately the same number of staff it recruited each year. It was highlighted that Lincolnshire was competing with other services across the country, so there had been a focus of training existing staff within the organisation, as well as external recruitment;

- Whether there were any issues or projects the service would like to carry out to improve the service. Issues highlighted included IMT services how these could be streamlined to make the service more efficient;
- Whether IMT packages were being updated. It was noted that due to pressures of IMT across the whole council, some updates had not been received as timely as they might have been. It was highlighted that updates would be received before the end of the year. It was highlighted further that there was a programme looking at how the service could system optimise all its IMT packages; to try and to reduce reporting streams, which would then increase capacity within existing teams;
- Collaborative working arrangements with Norfolk, Humberside and Hertfordshire fire and rescue services. The Committee was advised following a recent procurement exercise to evaluate what options were going to be for future control systems, after 2024/25, Lincolnshire would no longer be part of the East Coast Consortium, and that this had been a joint decision made by all the collaboratives. The Committee was advised further that fire services would be looking at future provisions either independently or through alternative partnership arrangements. It was highlighted that LFR were looking into options for the most efficient and effective way of continuing the vital critical function. Reassurance was given there would not be any reduction in service; and
- Page 51 advised that the service received 19,167 calls during 2021/22 and had attended 8,004 operational incidents including 2,253 medical response calls. This highlighted that there was still a difference between the number of calls received and calls attended. A request was made as to why this was so, and whether a breakdown of calls could be provided to members of the Committee. The Committee noted that the joint ambulance conveyance project was now at two stations, so there had been a bit of a reduction in service in this area. It was highlighted that the ambulance from the Stamford area was not required anymore and that following discussions, it had been agreed that the ambulance would be taken back to East Midlands Ambulance Service (EMAS). The Committee was advised that a breakdown of the information requested would be made available to the Committee.

The Chairman extended his thanks to the Chief Fire Officer for his presentation.

RESOLVED

That the report presented be endorsed and that the comments raised from the debate be taken into consideration.

The Committee considered a report from Thea Croxall, Adult Learning & Skills Manager – Economic Development, which provided an update on the progress made to deliver the Multiply Programme in 2022/23.

Appendix A to the report provided details of the 2022/23 Multiply Programme - Location of Provision by Delivery Organisation for the Committee to consider and highlight any additional areas for consideration to meet the needs of businesses and constituents to inform future planning.

During consideration of this item, the Committee raised some of the following comments:

- Assurance was sought as to whether funds allocated to the programme had been utilised up to 31 March 2023. The Committee was advised that all the money allocated would be spent in year one;
- The teaching of entrepreneurial skills through crafting in Lincolnshire, one member enquired as crafting was expensive to get started in, whether any money was available to help individuals to get set up; The Committee was advised that there was not any further funding through the programme, however, through the wider adult learning programme, courses were available such as setting up your own business, which would make the learner aware of grants that might be able available to apply for;
- The uptake of for numeracy courses undertaken by prisoners, or those recently released from prison. The Committee was advised that to date, there had been very little interest. It was however noted that a lot of partnership working was being done with organisations such as Lincolnshire Action Trust to raise awareness and increase interest to ensure that this vulnerable group was included;
- Of the nineteen projects received, seventeen were shown on pages 63 and 64. For the two not included, what criteria had not been met. It was reported that one provider who had been offered a project unfortunately did not have the capacity to deliver that and another project. The Committee noted that one of the biggest challenges was ensuring there was provision across Lincolnshire for the ten interventions being delivered;
- What could be done better going forward to attract more participants. The Committee noted that some really creative programmes were coming forward to help bring maths to life, such as money management and feeding your family, which would be delivered in a more practical way, making it more relevant for the people of Lincolnshire;
- Whether there was an expectation for the projects to carry on in the coming years or whether providers would have to re-apply. It was reported that projects were monitored monthly, to ensure that providers had met the target they signed up for at the beginning of the programme. Later in the programme, officers would then be looking at the impact of the programme on individual learners; and
- What support was offered to providers delivering the programme. The Committee was advised that there was experienced staff already in place who supported adult learning providers, and they were using those skills to support organisations

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PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE

13 DECEMBER 2022

delivering the Multiply programme, in terms of empathy, promoting courses, engaging with learners etc.

The Chairman on behalf of the Committee extended his thanks to the presenter.

RESOLVED

That the progress made to deliver the Multiply Programme for 2022/23 be received and that the comments raised by the Committee during debate be taken into consideration.

49 PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE WORK PROGRAMME

The Chairman invited Kiara Chatziioannou, Scrutiny Officer, to present the report which invited the Committee to review the work programme as detailed on pages 66 to 68 of the report pack and to highlight any additional scrutiny activity to be included for consideration in the work programme.

RESOLVED

That the work programme as detailed on pages 66 to 68 of the report pack presented be agreed.

The meeting of the Public Protection and Communities Scrutiny Committee ended at 12:44pm.

50 THE WORK OF THE SAFER LINCOLNSHIRE PARTNERSHIP: REDUCING REOFFENDING

SITING AS THE CRIME AND DISORDER SCRUTINY COMMITTEE

Consideration was given to a report from Zoe Walters, Community Safety Strategy Co-Ordinator, which provided an overview of the actions being undertaken by the Reducing Reoffending Core Priority Group (RRO CPG), including key areas of activity to be completed under the new delivery plan.

It was reported that the current Delivery Plan (April 2022 – March 2025) focused on female offenders; and those aged 18-24; and aimed to provide alternatives to the Criminal Justice System, that would lead to a reduction in repeat offending. The Committee noted that work was in the very early stages of planning and delivery, and that more in-depth information on specific areas could be made available for the Committee to consider at a future meeting.

The Committee was advised of the Integrated Offender Management (IOM) and the IOM Cohort details; the Lincolnshire Women's Strategy: Supporting Women and Girls at Risk of entering the Criminal Justice System (further details were provided on page 72 of the report); the Lincolnshire Prisoner Release Housing Protocol (further details were provided on

page 73 of the report); and the Lincolnshire Mental Health Treatment Requirement Programme Site (details of which were provided on pages 73 and 74 of the report).

In conclusion, the Committee noted that the remit of the Reducing Re-offending Core Priority Group was numerous and varied due to the complexity of the priority areas on which it was focused. It was noted that the work streams being focused on were evidence based and included a focus on diversion and early intervention. It was noted further that the work streams evidenced strong partnership working with external partners and across Directorates within the council.

During consideration of this item, the Committee raised some of the following comments were raised:

- The measures that were in place to reduce reoffending. It was reported that the various work streams mentioned in the report were targeted at a particular area to address the factors. It was highlighted that a performance framework was being developed around some of the elements mentioned in the report; and that further information in this regard could be made available to the Committee at a future meeting;
- Whether prisoners when discharged were provided with a help pack. It was reported that there were numerous support mechanisms in place to help prisoners. Reference was made to the departure lounge that was being led by the Lincolnshire Action Trust; and the partnership approach in terms of how to get their initial supervision appointment; links to the Department for Works and Pensions for their benefits; maintaining abstinence from substances; and the role of the Community Offender Manager within Probation etc;
- The success of the Manchester approach regarding mental health problems;
- Some members felt that they were not able to scrutinise, as more information was necessary, as to what was being done regarding each area of work. A request was made for a further report with reference to one or more of the workstreams being highlighted, which would help the Committee understand the subject better and improve their knowledge in what was a very complex area of understanding. It was felt that the inclusion of links to other documents would assist members in their quest for further information;
- Further clarification was sought regarding the Lincolnshire adopted cohorts (shown on page 71 of the report pack); and
- Some concern was expressed that the Lincolnshire Women's Strategy advised that Lincolnshire was behind other areas in providing women's services and an explanation was sought as to why this was the case.

The Chairman on behalf of the Committee extended his thanks to the presenter.

RESOLVED

14

PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE

13 DECEMBER 2022

That the report presented be received, and that further in-depth reports be received in relation to the various work streams be presented to future meetings of the Committee.

The meeting closed at 1.01 pm



**Open Report on behalf of Mark Baxter, Chief Fire Officer,
Andy Gutherson, Executive Director of Place and
Glen Garrod, Executive Director of Adult Care and Community Wellbeing**

Report to:	Public Protection and Communities Scrutiny Committee
Date:	31 January 2023
Subject:	Revenue and Capital Budget Proposals 2023/24

Summary:

The report outlines the budget proposals for the next financial year 2023/24.

The economic context in which the Council operates continues to be highly challenging, with continuing impacts from high levels of inflation. The Provisional Local Government Finance Settlement for 2023/24 was published for consultation on 19 December 2022, the Final Settlement is due to be published in February 2023. Further budgetary information is also awaited from the Lincolnshire District Councils, therefore the budget proposals for 2023/24 are currently based on best estimates and announcements to date and remain subject to change.

This report specifically looks at the budget implications for the Council's Public Protection and Communities services.

The Executive approved budget proposals, including those set out in this report, as its preferred option for the purposes of further consultation at its meeting on 4 January 2023.

Members of this committee have opportunity to scrutinise them and make comment, prior to the Executive meeting on 7 February 2023 when it will make its final budget proposals for 2023/24.

Actions Required:

The Public Protection and Communities Scrutiny Committee is asked to consider this report and Members of the Committee are invited to make comments on the budget proposals. These will be considered by the Executive at its meeting on 7 February 2023.

1. Background

- 1.1. Since early 2020, the Council's economic environment has been volatile. The Covid-19 pandemic was followed by a global economic crisis with the Ukraine war a key contributing factor. Inflation has risen to unprecedented levels and is forecast to remain at high levels for a prolonged period. This has implications for our residents, businesses and the Council itself due to the effect inflation has in diminishing spending power.
- 1.2. Inflation has been high throughout the last financial year. The rate of inflation, as measured by the Consumer Prices Index (CPI) was 9% in April 2022, and continued to increase, peaking at 11.1% in October 2022. The 2022/23 budget proposal included some specific risk mitigation measures, such as increasing the size of the contingency and ensuring adequate level of reserves, which have provided capacity to respond to risks that have emerged during the year. The process for arriving at the 2023/24 budget proposal has also specifically considered how the Council's spending power and cost base might continue to be impacted and makes some adjustments in respect of this.
- 1.3. On 17 November 2022, the Chancellor of the Exchequer presented the Autumn Statement which was the first major fiscal statement since the mini budget in September 2022.
- 1.4. The Autumn Statement included notification of additional funding for 2023/24 to help Council's deal with some of the pressures currently being experienced, including inflationary pressures. Key announcements included:
 - A decision to delay the national rollout of social care charging reforms from October 2023 to October 2025. Funding for implementation will be maintained within local government to enable local authorities to address current adult social care pressures.
 - Additional investment worth £1bn in 2023/24 and £1.7bn in 2024/25 to get people out of hospital on time and into social care. This funding will be split between the Better Care Fund and a ringfenced adult social care grant.
 - Additional flexibility in respect of council tax setting, with the referendum limit for general increases set at 3% and authorities with social care responsibilities also able to set an adult social care precept of up to 2% per year.
 - Confirmation that the 2023 business rate revaluation will be implemented from April 2023, and the multiplier frozen at 2022/23 levels with the Council compensated through additional grant funding.
 - Confirmation that the Government is seeking recommendations from Pay Review Bodies where applicable for pay awards for 2023/24.
 - The National Living Wage (NLW) will increase by 9.7% to £10.42 an hour from April 2023. In addition, the ambition for the NLW to reach two-thirds of

median earnings by 2024, and for the age threshold to be lowered to those aged 21 and over, is retained.

1.5. The Provisional Local Government Finance Settlement for 2023/24 was issued on 19 December 2022 and again confirmed funding for just one year. The Government have however outlined their intentions and proposals for the 2024/25 settlement but at the time of writing, and due to the late issue of the settlement, the impact assessment beyond 2023/24 is ongoing. Any changes will be incorporated into the Executive budget report in February 2023.

1.6. The various announcements translate into the following key changes from 2022/23 funding levels for Lincolnshire:

- An increase in the social care grant of £21.2m.
- A £6.3m increase in settlement funding assessment; comprising a £2.2m increase in revenue support grant and a £4.1m increase in National Non-Domestic Rates, NNDR (business rates) baseline funding.
- A £5.6m increase in the Adult Social Care (ASC) Market Sustainability and Improvement Fund. The total funding for 2023/24 will be £7.9m, which contains the original 2022/23 £2.3m Market Sustainability and Fair Cost of Care Fund.
- A new ASC Discharge Fund of £4.8m, which is expected to be allocated through the better care fund. There will be new grant conditions placed on both the ringfenced adult social care grant and the discharge funding and therefore the budget assumes new costs. The grant conditions are expected to be published in early 2023.
- A £3.4m reduction to the Services Grant, to reflect the reversal of the Health and Social Care NI Levy costs (cost reduction also assumed in the budget proposal).
- A £0.8m reduction in New Homes Bonus, which primarily reflects the expiration of legacy payments from prior year housing growth.
- Rural service delivery grant (RSDG) funding is maintained at 2022/23 levels.
- The improved better care fund (iBCF) is maintained at 2022/23 levels.
- The business rates top-up grant has increased by £3.7m to £95.1m. This reflects the impact of the business rates revaluation on the Council's estimated net NNDR yield and its NNDR baseline funding.

- 1.7. Members will be aware that in previous years, the Government had committed to two major financial reforms. The first was the move to 75% business rate retention. The second was the Review of Relative Needs and Resources (formerly known as the Fair Funding Review). The move to 75% business rate retention had already been scrapped twelve months previously. The Review of Relative Needs and Resources has since been delayed again, and at this point no definite implementation date has been announced.
- 1.8. There are several considerations in respect of business rates:
- The 2023 business rates revaluation will be implemented from April 2023, which will see every non-domestic property receive a new valuation. This impacts upon the Council's estimated net NNDR yield and its NNDR baseline funding, giving rise to a £3.7m increase in the top-up grant.
 - The business rates multiplier has been frozen for the third year in succession. The Council will be compensated for its share of income foregone through additional section 31 grant.
 - The complete taxbase position for business rates will not be known until the end of January when budgetary information is received from the District Councils.
- 1.9. The Council's financial planning framework seeks to forecast the cost base and funding base over a medium-term period, normally three or four years. At present, the Medium-Term Financial Plan indicates that a balanced budget cannot be achieved in any of the three years from 2023/24 through to 2025/26 without support from reserves. However, this is prior to receiving the Lincolnshire District Councils confirmation of Council Taxbases and Collection Fund positions affecting 2023/24, and without any allowance for the above-mentioned reforms to local government funding which could potentially affect 2025/26 onwards.
- 1.10. In view of the continuing uncertainties about future levels of funding and the overall economic context, a one-year budget is proposed for 2023/24.
- 1.11. At its meeting on 4 January 2023 the Executive approved proposals for the Council's revenue and capital budgets to be put forward as a basis for consultation. The Executive noted the options for a proposed Council Tax increase of between 2.99% and 4.99% and reserved its position for the setting of a precept and use of reserves for the 2023/24 budget pending further consultation, scrutiny and final funding announcements.

Revenue Budget

1.12. Budgets have been reviewed in detail based on the latest available information to arrive at the proposals set out in this report. A number of new cost pressures have emerged in addition to the pressures identified for 2023/24 in the previous year's budget process. In some areas, savings which can be made through efficiencies with no or minimal impact on the level of service delivery have also been identified. In developing the proposed financial plan, budget holders have considered all areas of current spending, levels of income and council tax plus use of one-off funding (including use of reserves and capital receipts) to set a balanced budget.

1.13. Table A shows the total proposed revenue budget for the Council's Public Protection and Communities services.

TABLE A

2023/24 Revenue Budget	2022/23 Budget	Cost Pressures	Savings	Proposed Budget 2023/24
	£000	£000	£000	£000
Registration, Celebratory and Coroners	1,980	91	0	2,071
Trading Standards & Community Safety	2,993	0	-12	2,981
Fire and Rescue	21,885	396	-70	22,210
Emergency Planning	355	0	0	355
Road Safety	378	0	0	378
Cultural Services	5,931	0	0	5,931
Community Engagement	878	0	0	878
Total	34,400	487	-82	34,805

1.14. The overall budget proposals have allowed for pay inflation of 4% in 2023/24 including the effect of the change in the national living wage from April 2023. This is however, currently being held centrally pending agreement of any pay settlement, following which service budgets will be updated and it is therefore not currently reflected in the table above.

1.15. There are unavoidable service specific cost pressures for 2023/24 totalling £0.487m which will support the delivery of Council services, these are offset by savings and efficiencies of £0.082m which do not negatively impact the level of service delivery.

1.16. Since April 2022, Public Protection including community safety, coroner and registration services, trading standards and emergency planning has been the responsibility of the Adult Care and Community Wellbeing directorate.

1.17. The changes to the Public Protection budget result from:

- The recurrent impact of previous pay awards.

- Inflationary increases impacting the conveyancing and mortuary fee costs within the Coroners Service.
- Continuation of the Domestic Abuse grant resulting from the Domestic Abuse Act 2021. £1,487,327 has been confirmed for 2023/24 and £1,515,389 for 2024/25. This is being managed through the Domestic Abuse Strategic Partnership Board and the internal Domestic Abuse Programme Board.
- The commencement of the new Domestic Abuse contract from April 2023. The financial structure of this contract was considered by the Public Protection Scrutiny Committee in July 2022.
- Delivering a full cost recovery model; Registration services budget includes a 3% fee increase agreed in the proposal put forward during 2022/23.
- In addition, it was agreed during 2022/23 to invest in additional coroner officers to meet the increase in demand seen. These posts have now been recruited and are due to commence in early 2023.

1.18. For Fire and Rescue, a net increase in budget of £0.326m arises from:

- Increased vehicle costs, primarily due to fuel cost inflation, resulting in a cost pressure of £0.175m.
- The progressive withdrawal of the Home Office FireLink grant and increasing FireLink costs causing a £0.161m cost pressure for 2023/24.
- Inflationary increases for the headquarters facilities at Nettleham of £0.060m.
- These pressures are forecast to be partially offset by rent savings of £0.070m following the purchase of the Waddington Training Centre site.

1.19. There is a risk that demand for services exceeds the assumptions built into the Medium-Term Financial Plan. Monthly monitoring is in place across the more volatile volume-based services such as coroners and registrations services and the new Domestic Abuse Service which comes into effect 1 April 2023 will see the same level of monitoring across all partners.

1.20. The current high levels of inflation also increase the risk that cost increases in contracted supplies will outstrip the budgetary provision. This is particularly acute in the Library Service where the out-sourced service contract contains an indexation provision and although it is expected that this will be affordable within the current, overall Communities budget, it will continue to be monitored.

Capital Programme

- 1.21. The ten-year Capital Programme previously approved has been reviewed in line with the principles set out in the Council's Capital Strategy, including the principle of affordability. The full Gross Programme totals £131.290m for 2023/24 plus a further £427.561m in future years. After grants and other funding contributions are taken into account, the Net Programme is £82.657m in 2023/24 and a further £275.087m in future years.
- 1.22. Due to the economic context and uncertainty in future funding set out earlier in this report, no new projects have been added to the Capital Programme in this budget process. However, the block budgets for rolling maintenance programmes have been continued forward and the budgets for some existing schemes have been increased due to inflationary impacts.
- 1.23. Table B shows the proposed gross capital programme for the Council's Public Protection and Communities services.

TABLE B

Capital Programme (2022/23, 2023/24 and Future Years)		Revised Gross Programme 2022/23 £m	Revised Gross Programme 2023/24 £m	Gross Programme Future Years £m
<u>PUBLIC PROTECTION</u>				
Registration Celebratory & Coroners Service	Coroners IT system for case management, and improvement to Gainsborough celebratory premises.	0.020	0.000	0.000
Safer Communities	Vehicle for Trading Standards	0.025	0.000	0.000
Total - Public Protection		0.045	0.000	0.000
<u>FIRE AND RESCUE</u>				
Fire and Rescue	Refurbishment of fire and rescue properties.	0.359	0.000	0.000
Fire Fleet Vehicles and Associated Equipment	Rolling programme for the replacement of fire and rescue fleet vehicles and associated equipment.	1.913	2.691	6.478
Total - Fire and Rescue		2.272	2.691	6.478
<u>CULTURE</u>				
Libraries	RFID replacement kiosks and library hub capital works.	0.399	0.000	0.000
Heritage / Archives	Future development of the Heritage service.	0.995	0.500	3.500
Total - Culture		1.394	0.500	3.500

- 1.18. Other than some re-phasing of existing project expenditure there have been no changes to the previously approved capital programme relating to Public Protection and Communities services.

Further consultation

- 1.24. A consultation meeting with local business representatives, trade unions and other partners is scheduled to take place on 27 January 2023.
- 1.25. The proposals are publicised on the Council website together with the opportunity for public comment via www.letstalk.lincolnshire.gov.uk up until 26 January 2023.
- 1.26. All consultation comments and responses will be available to be considered when the Executive makes its final budget proposals on 7 February 2023.

2. Conclusion

- 2.1. These budget proposals reflect the level of government funding expected to be available to the Council and an assumed increase in Council Tax in 2023/24 of between 2.99% and 4.99% (inclusive of a 2% adult social care precept).
- 2.2. A thorough review of the Council's services was carried out during the budget process which has identified unavoidable cost pressures, some savings with minimal or no impact on the level of service provided and the capital programme has been reviewed. The budget proposals therefore aim to reflect the Council's priorities whilst operating within the resources available to it.

3. Consultation

a) Risks and Impact Analysis

An Equality Impact Assessment will be completed for the proposed increase in Council Tax. This will be reported to the Executive at its meeting on 7 February 2023.

Further risk and impact assessments will need to be undertaken on a service-by-service basis.

4. 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
Council Budget 2022/23 Executive Report 4 January 2023	Democratic Services

This report was written by Keith Noyland, Strategic Finance Lead - Place, Fire & Rescue, who can be contacted at keith.noyland@lincolnshire.gov.uk.



Open Report on behalf of Mark Baxter, Chief Fire Officer

Report to:	Public Protection and Communities Scrutiny Committee
Date:	31 January 2023
Subject:	HMICFRS update for Lincolnshire Fire and Rescue

Summary:

This report provides an update since the His Majesty's Inspectorate for Constabularies and Fire Services (HMICFRS) inspection in 2021. Following receipt of the report in December 2021 an action plan was developed to address the seventeen areas for improvement that were identified and two dedicated action plans to respond to the cause of concerns. The report highlights progress of the action plans.

Actions Required:

Members of the Public Protection and Communities Scrutiny Committee are invited to consider the contents of this report.

1. Background

His Majesty's Inspectorate for Constabularies and Fire Services (HMICFRS) continue in their inspection regime of Fire and Rescue Services in England. We have been inspected in 2018 and our most recent inspection in 2021. The Inspection has previously reported their findings under three main pillars which are outlined as:

Effectiveness - How effective is the fire and rescue service at keeping people safe and secure from fire and other risks?

Efficiency - How efficient is the fire and rescue service at keeping people safe and secure from fire and other risks?

People - How well does the fire and rescue service look after its people?

Within each pillar there are several criteria that makes up the pillar and each criteria have a judgment of either:

- Inadequate
- Requires Improvement
- Good
- Outstanding

The following judgements were concluded from the 2021 inspection for Lincolnshire Fire and Rescue (LFR):

Question	This Inspection
Effectiveness	Requires improvement
Understanding fires and other risks	Requires improvement
Preventing fires and other risks	Requires improvement
Protecting the public through fire regulation	Requires improvement – Cause of Concern
Responding to fires and other emergencies	Good
Responding to major and multi-agency incidents	Good
Efficiency	Requires improvement
Making best use resources	Requires improvement
Future affordability	Good
People	Requires improvement
Promoting the right values and culture	Good
Getting the right people with the right skills	Requires improvement
Ensuring fairness and promoting diversity	Requires improvement – Cause of Concern
Managing performance and developing leaders	Requires improvement

Where His Majesty’s Inspectorate (HMI) finds an area that requires more immediate action that they would like to revisit the Service to see progress, then a cause of concern’ status was given with a bespoke letter that confirms the recommendations that need to be addressed.

As Public Protection and Communities Scrutiny Committee, Members are aware Lincolnshire Fire and Rescue (LFR) received two areas that were deemed cause of concern. These were in relation to:

- The service has not taken sufficient action since the last inspection to appropriately resource its protection function.
- The service has not done enough since the last inspection to improve Equality, Diversity, and Inclusion (EDI) in the service.

Action to address recommendations from HMI report:

Following receipt of the report in December 2021 an action plan was developed to address the seventeen areas for improvement that were identified and two dedicated action plans to respond to the cause of concerns.

To address the areas relating to EDI focused on the specific areas as follows:

Recommendation	Completed workstream
Give greater priority to how it increases awareness of EDI across the organisation.	<ul style="list-style-type: none"> • Created an EDI Steering Group that is Chaired by Chief Fire Officer (CFO) and has representation from all areas of the Service.

Recommendation	Completed workstream
	<ul style="list-style-type: none"> • Created a 3-year action plan with year 1 focused on outcomes of HMI report. • Enabled staff networks to be created and evolve that includes, LGBTQ+, careers, women in fire service. • Lincolnshire County Council (LCC) strategic lead supports LFR EDI Steering Group and LFR are represented on LCC Steering Group. • Report into culture and understanding of EDI commissioned through external EDI specialist to develop a training needs analysis to develop future training. • Peer support from representative of Derbyshire Fire and Rescue to provide advice and diverse representation into the group. • Calendar of events for the year developed and circulated service wide.
<p>Make sure that all staff receive appropriate EDI training.</p>	<ul style="list-style-type: none"> • Mandatory online training for managers on unconscious bias delivered. • Face to face delivery of EDI foundation training delivered to all staff via an external EDI training specialist. • EDI training provided to all new recruits and new starters into LFR. • Maintenance training programme developed for all staff.
<p>Improve how it works with its staff and provides feedback in relation to EDI issues.</p>	<ul style="list-style-type: none"> • Developed employee networks as previously identified. • Develop EDI section on LFR intranet page and enable access to intranet to all staff. • Create dedicated email address and contact points to allow staff to feedback confidentially EDI issues and concerns. • Launch staff survey for staff to feedback on EDI related issues. • Create 'you said, we did' feedback report so staff can see outcome of their views and comments. • EDI discussions as part of SLT engagement sessions and station visits.
<p>Improve the understanding and use of equality impact assessments in all aspects of its work and consider if its policies and procedures are inclusive and support those</p>	<ul style="list-style-type: none"> • Adopt the National Fire Chief Council (NFCC) Equality, Diversity & Inclusion Impact Assessment (EqIA) template as this is the sector standard. • Trained twenty-nine personnel in how to complete EqIA's effectively.

Recommendation	Completed workstream
with protected characteristics.	<ul style="list-style-type: none"> • Publish register of all existing EqIA's on internal intranet. • As any policies is to be renewed it has an EqIA completed. • All existing and new projects have an EqIA. • All premises where LFR personnel work have an EqIA.
Make sure that there is a programme of positive action initiatives to support its recruitment.	<ul style="list-style-type: none"> • Positive Action Plan Statement created and placed on intranet. • Positive action days delivered for On-Call and Wholetime recruitment. • Analysis of recruitment process to evaluate impact of positive action. • Recruitment team receive positive action training.

To address the areas relating to protection focused on the specific areas as follows:

Recommendation	Completed workstream
Produce a clear plan for how it will ensure all premises it has identified as high-risk are audited in accordance with the timeframe set out in its risk-based inspection policy	<ul style="list-style-type: none"> • Reviewed previous Risk Based Inspection Programme (RBIP) and adopt the NFCC methodology to identify levels of high, medium, and low risk. • Increase establishment within protection to increase capacity to deliver against the RBIP and all statutory duties aligned to protection • Provide training qualifications to all staff at the appropriate level with the required Continuous Development Plan (CPD) and mentoring for quality assurance.
Review its administration of the protection function to make sure it can record and review all activity in a clear and consistent manner.	<ul style="list-style-type: none"> • Review the recording systems for audit to ensure quality assurance of the data is accurate and consistent. • Review workstreams alongside business support colleagues to support clearer ways of working • Explore improvements in the existing Flosuite system to ensure its functionality is fit for purpose. Upgrades to the system have been implemented.
Make sure it has an effective quality assurance process in place so the service can assure itself that staff carry out audits to an appropriate standard.	<ul style="list-style-type: none"> • Audits carried out on the quality of the inspections to be completed. • Standing item on the monthly protection meeting to review quality assurance of staff and audits. • Implement a 'tagging' system on Flosuite to identify when an audit has been quality assured. • Review and monitor CPD training for all staff to ensure compliance.

The impact of these workstreams was evaluated during a re-visit by HMI in September 2021, with the outcomes being published in a public letter just after. The summary of the progress in these areas were:

Governance

The service has shown a strong commitment to carry out the action plan. You have put in place appropriate governance arrangements to monitor progress against the plan. You have provided evidence that you have reviewed and improved your EDI steering group, which is chaired by the chief fire officer who gives strategic oversight. The group meets quarterly to monitor and review progress against the action plan and to provide direction to the task and finish group. You have also created a protection delivery and action plan which is overseen by both the protection and prevention managers who meet monthly to monitor progress.

Action plan

The service has detailed action plans covering our causes of concern. The action plans have senior responsible owners, deadlines, and specific action owners. The service records completed actions and updates on those that are still to be addressed. You have also identified areas for improvement in recording information and have issued an information note to staff providing guidance for recording protection work.

Outcomes to date

We are pleased to see that the service has in place some resources and appropriate governance structures for the commitments in the action plan. Some of the actions had been completed. We note the service's commitment to analysing and monitoring its recruitment process to better understand how to target applicants from under-represented sections of the community to develop a more diverse workforce.

HMI concluded from the progress at this point that they no longer needed to have updates on the ongoing progress of EDI as they recognise this is a longer-term process to get embedded and that they would utilise the next round of full inspection, in 2023 to fully evaluate how EDI is delivered and recognised across the Service.

In terms of protection, the HMI team wished to complete a re-visit in March 2022 to monitor the progress of the protection action plan. The outcome of the re-visit, which has been previously shared confirmed that the new RBIP had been delivered 410 audits during the last financial year, with only 17 outstanding that had been booked in and completed within 2 weeks.

HMI were again positive around the improvements and progress within protection but recognised that the development of the team was still ongoing, and they wanted further assurance that the overall protection plan was sustainable and that there was capacity and capabilities to deliver all other areas of protection. HMI confirmed they would re-visit later in the year.

In December 2022 HMI completed the re-visit for protection. This re-visit was solely focused on the delivery of the protection function and was over 3 days within the Service with the protection team.

The HMI inspection team have concluded that from the evidence they have gathered and the feedback from the protection team that they are sufficiently confident in our protection delivery that they no longer deem the protection function of LFR to be a cause of concern.

This is confirmed in the public letter that was released on 20th January 2023 and is in Appendix A.

This is good recognition of the hard work and dedication that the protection team have displayed since the 2021 HMI inspection to take on the recommendations and implement significant improvements in all areas of protection.

To ensure that all areas of the HMI inspection report are being addressed a multi-tiered assurance structure has been put in place to monitor, challenge and assurance progress is being made against all recommendations. These include:

- Dedicated action plans for protection and EDI that is hosted on LFR performance management platform, InPhase.
- LFR performance management board monitors and challenges progress on all areas of improvement from HMI on a quarterly basis at strategic level.
- Service Delivery Board meet on a monthly basis and report on progress against tasks to address recommendations.
- Monthly assurance reports are presented to Cllr Cawrey to enable Cllr scrutiny and assurance of progress and to hold CFO to account against HMI recommendations.

Other external learning has been embedded into progress around continuous learning such as the recommendations from Grenfell Tower Inquiry and Manchester Arena Inquiry to ensure that LFR are best placed to be able to respond to the best of our abilities to multi agency incidents. LFR manages the learning from these inquiries through our dedicated Operational Learning Board that captures all learning from internal and external operational events.

Next round of inspection:

As mentioned, the HMI Inspection is a continuous inspection programme that is delivered approximately every 2 years. We have confirmation that we will be fully inspected in May 2023 as part of a 6-week inspection programme that will cover all areas of the Service. There are some changes that HMI have confirmed such as:

- There will no longer be just three judgements just on the main pillar that were Effectiveness, Efficiency and People, but will move to have all eleven judgements in all criteria. The criteria will broadly remain the same.

- There will be an additional judgement level of Adequate. Therefore, each criterion can attract a judgement of Inadequate, Requires Improvement, Adequate, Good, Outstanding.

LFR have been preparing for this round of inspection as part of business as usual in regard to continuous improvement and have a regular review of progress against all criteria of the HMI Inspection.

Scrutiny and assurance against our continuous improvement is embedded within LFR performance management board, along with fortnightly review by LFR Senior Leadership Team and fortnightly meetings with Cllrs Cawrey and Cllr Maughan.

2. Conclusion

Since the 2021 full inspection, LFR have developed and embedded strong plan of action to address the recommendations within the report. LFR acknowledged the findings within the report and took this as an opportunity to improve in many areas across the Service.

HMI have been consistently positive about how LFR respond to operational incidents and therefore giving confidence to the communities of Lincolnshire that when our fire appliances are needed for emergency response, then they receive well trained, competent, and confident fire fighters and officers with access to good equipment and information to do the best job they can.

The position that LFR in relation to the HMI inspection in 2021 has been evidenced that there is significant progress and improvements in all areas. The public recognition that HMI has stated that they no longer see protection as a cause of concern and that EDI is progressing well throughout the Service has been welcomed within LFR.

A recent assurance check against the existing criteria for the upcoming inspection indicates that there is a positive direction of travel in all areas. It is of course difficult to predict the findings that HMI will produce, but LFR is confident that improvements will be identified.

3. Consultation

a) Risks and Impact Analysis

N/A

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Public letter relating to protection re-visit for cause of concern

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 Mark Baxter, Chief Fire Officer, who can be contacted on 01522 555012 or by e-mail at Mark.Baxter@lincolnshire.gov.uk.



Promoting improvements
in policing and fire & rescue
services to make everyone safer

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HMI Roy Wilsher OBE QFSM
His Majesty's Inspector of Constabulary
His Majesty's Inspector of Fire & Rescue Services

Mark Baxter
Chief Fire Officer
Lincolnshire Fire and Rescue Service

Councillor Nigel Pepper
Chair of Fire Authority

20 January 2023

Dear Mark,

Lincolnshire Fire and Rescue Service revisit

In March and April 2021, we inspected Lincolnshire Fire and Rescue Service. During that inspection, we identified two causes of concern that we shared with you and made the following recommendations:

The service hasn't taken enough action since the last inspection to appropriately resource its protection function.

By 30 September 2021, the service should:

- produce a clear plan for how it will make sure all premises it has identified as high risk are audited in line with the timeframe set out in its risk-based inspection policy;
- review its administration of the protection function to make sure it can record and review all work clearly and consistently; and
- make sure it has an effective quality assurance process in place so the service can assure itself that staff carry out audits to an appropriate standard.

The service hasn't done enough since the last inspection to improve equality, diversity and inclusion (EDI) in the service.

By 30 September 2021, the service should:

- give greater priority to how it increases awareness of EDI throughout the organisation;
- make sure that all staff get appropriate EDI training;
- improve how it works with its staff and give feedback about EDI issues;
- improve the understanding and use of equality impact assessments in all aspects of its work and consider if its policies and procedures are inclusive and support people with protected characteristics; and
- put in place a clear plan with timescales for improving its management of risk information.

You submitted an action plan setting out how you would address the areas of concern and the recommendations.

In February and March 2022, we revisited Lincolnshire Fire and Rescue Service to review progress against the action plan in relation to the cause of concern on resourcing its protection function.

On 22 April 2022, we wrote to you with our findings and informed you we were satisfied the service had done enough to address the recommendation relating to the administration of its protection function. We said we would revisit to further review your progress on the other recommendations in autumn 2022.

On 29 and 30 November 2022, we revisited and interviewed managers and staff with responsibility for protection. We concluded by interviewing you as chief fire officer and shared our initial findings on 16 December 2022. This letter provides an update on our findings.

Governance

We found that the service had continued to maintain the governance arrangements put in place to monitor progress on the action plan, particularly in relation to the causes of concern. We considered that these arrangements, described in our letter of 22 April 2022, were sufficient in our first revisit.

Action plan

The service has an action plan covering the causes of concern, described in our letter of 22 April 2022.

Progress against the cause of concern

On our first revisit, we found that the service had made good progress with reducing the backlog of its audits, but 40 audits of premises identified as high risk were still outstanding. The service assured us that these would be completed by the end of March 2022. During this revisit, we found that the service had completed all outstanding audits, although some after the March deadline.

Since then the service has reviewed the way that it scores the risk of premises in line with National Fire Chiefs Council methodology. The service has four categories:

- high risk with sleeping accommodation;
- high risk;
- medium risk with sleeping accommodation; and
- medium risk.

All four categories will be audited over a four-year period, with the highest-risk premises receiving an audit every 12 months.

Through this review, the service identified premises that hadn't been audited for many years, and we found that it was prioritising them. The service is making good progress and after six months of the new programme, it has completed 515 of 679 planned audits for the year. It has also audited half of its highest-risk premises.

Although the service still only has 12 fully qualified members of protection staff, which it had at our last revisit, we noted that 3 staff members were progressing well to becoming competent. With the current resources, the service is making good progress with its risk-based inspection plan.

We were pleased to see that the service reviewed its risk-based inspection plan every quarter to make sure it had correctly categorised premises. This helps to make sure the service is auditing the right premises in the right timescales.

We are satisfied that the service has now made sufficient progress to address the first recommendation on protection. It has a plan in place for how it will audit premises identified as high and medium risk, and is making good progress with auditing these within the timescales it has set out.

We are satisfied that the service has now made sufficient progress to address the third recommendation. In September, the service introduced a quality assurance process, which means that every inspector is assessed every six months. The service needs to ensure that this becomes fully accepted and understood by everyone, and should consider other ways to make sure that inspectors carry out audits in a consistent way and to an appropriate standard.

Conclusion

The inspection team was pleased to see that the service had continued to make progress to address the cause of concern in protection. The service has taken steps to identify its highest-risk premises and develop a risk-based inspection programme. And it has made good progress with auditing premises in line with this programme.

We are pleased that progress has been made in relation to the quality assurance process. We look forward to seeing further improvements in this area during our next inspection.

The cause of concern for protection is discharged.

As outlined in the April letter, we didn't review the cause for concern regarding EDI during this inspection. It will be reviewed during our scheduled inspection of the service in early 2023.

This letter will be published on our website.

Yours sincerely,



HMI Roy Wilsher

His Majesty's Inspector of Constabulary

His Majesty's Inspector of Fire & Rescue Services



**Open Report on behalf of Glen Garrod,
Executive Director – Adult Care & Community Wellbeing**

Report to:	Public Protection and Communities Scrutiny Committee
Date:	31 January 2023
Subject:	Trading Standards Food Standards Enforcement 2021-2022

Summary:

This report provides a review of the delivery of food standards enforcement undertaken by Lincolnshire County Council Trading Standards in 2021-2022.

Actions Required:

Members of the Committee are invited to consider and comment on the contents of this report and the delivery of food safety and standards work within the Trading Standards Service.

1. Background

- 1.1** The Food Law Code of Practice (the Code) is issued under Section 40(1) of the Food Safety Act 1990, Regulation 6(1) of the Official Feed and Food Control (England) Regulations 2009 and Regulation 26(1) of the Food Safety and Hygiene (England) Regulations 2013.
- 1.2** Competent Authorities have a statutory duty to enforce the requirements of food law having due regard to relevant provisions of the Code and to discharge their statutory duties as effectively as possible, using means that are most appropriate to the circumstances.
- 1.3** Legislation has designated Local Authorities and Port Health Authorities (PHAs) as Competent Authorities to deliver official food controls, and other official activities for food. In a two-tier authority there is a division of responsibilities between the County and District Councils.
- 1.4** It is expected that County Councils will investigate and take enforcement action in cases relating to:

- chemical contamination, except where such contamination is found in establishments at the level of primary production when responsibility is shared with the District Councils;
- the adulteration, composition, advertisement, presentation, and the provision of food information, apart from the identification marking requirements regarding the hygiene of food of animal origin when responsibility sits with the District Council; and,
- an identified risk to health, notified by a Public Analyst, as a result of sampling.

1.5 It is expected that the District Council will investigate and take enforcement action in cases relating to the:

- microbiological quality of food, contamination by micro-organisms and their toxins and contamination by foreign matter, except where such contamination is found in establishments at the level of primary production when responsibility is shared the County Council; and
- presence of chemical contaminants that might pose an imminent risk to public health but liaise closely with the County Council. Medical and other expert advice, including advice from the Public Analyst or Competent Examiner, must be sought to establish whether contamination by chemicals is likely to pose an imminent risk to health.

1.6 In certain circumstances either the County or the District or both may investigate and take enforcement action. Responsibility is shared in respect of:

- **Food Alerts:** Where a clearly identified risk to health has been notified by means of a Food Alert issued by the FSA, either the District Council, the County Council or both might be required to investigate and take enforcement action, such responsibility will be defined in the Food Alert.
- **Use By Dates:** Where food is found to be on the market after its use-by date, it is automatically deemed to be unsafe. Enforcement is under The Food Safety and Hygiene (England) Regulations 2013 and is the responsibility of both the County and District Competent Authorities.
- **Primary Production:** The FSA has not specified whether investigations and enforcement action in relation to primary production are undertaken at District or County level, but it is anticipated that most of this work will be undertaken by authorised officers at County level, and it must be agreed at a local level as to which Competent Authority takes responsibility, having regard to the principles of the Farm Regulators' Charter.
- **Allergens:** District Council Competent Authorities in an area for which there is a County Council Competent Authority, have the power to enforce the provisions of

Regulation 9(2) of The Food Information Regulations 2014 in relation to allergen requirements for non-prepacked and prepacked for direct sale foods (PPDS). It must be agreed at a local level how enforcement of these provisions will be shared.

1.7 Trading Standards Officers can undertake food enforcement work at any point in the manufacturing, supply or retail chain including:

- Primary production at farms
- Manufacturers, importers, and wholesalers of ingredients or finished foods
- Food retailers
- Kitchens, restaurants, and takeaways

2. General Requirements of the Code.

2.1 As a Competent Authority Lincolnshire County Council must:

- have regard to:
 - the Code and the Food Law Practice Guidance (the Practice Guidance);
 - the Framework Agreement on Official Feed and Food Controls by Local Authorities (the Framework Agreement), that reflects the requirements of the Code and is consistent with the principles of the Regulators' Code; and
 - any appropriate guidance.
- apply equally the requirements of the Code to temporary employees, contract staff engaged in official food controls and other official activities and those employed by a Competent Authority;
- if they consider public health or food safety is likely to be compromised by complying with the Code, discuss the matter with the FSA at the earliest opportunity and before any decision is taken; and
- provide the FSA with relevant datasets, as detailed in the Practice Guidance.

2.2 In Lincolnshire responsibility for delivering official food controls on behalf of the County Council is delegated Trading Standards Service.

2.3 The code requires documented procedures, policies, plans and programmes be set-up, and maintained. Trading Standards level of compliance with these requirements has been reviewed by the Service and the current position can be seen in appendix 1.

2.4 The Trading Standards Service undertakes annual service planning based on the principles set out in the Framework Agreement. In April of each year, a plan of Food Standards enforcement activity is drawn up having regard to the requirements set

out in the Framework agreement and Food Law Code of Practice. Consideration is given to the following:

Local, regional, and national liaison

2.5 As the Competent Authority Trading Standards must put in place effective liaison arrangements, with:

- neighbouring Competent Authorities, delegated bodies, government agencies and any other appropriate body; and
- other delegated bodies or government organisations aimed at rationalising enforcement and reducing burdens on business.

2.6 In two tier Competent Authority areas, the District and County Council, must ensure that:

- effective day-to-day liaison arrangements between their respective Competent Authorities are in place, documented and operating satisfactorily;
- initial registration information is supplied by the District Council to the County Council within 28 days of receipt; and,
- information they receive that indicates a change in the operations within a food business establishment, and information on any withdrawal, suspension, or reinstatement of an establishment's approval, is passed to the other relevant Competent Authorities within 28 days.

2.7 Competent Authorities must be represented at relevant liaison groups by an officer(s) with an appropriate level of experience, normally the relevant lead food officer(s). Competent Authority liaison groups help to maintain effective and efficient delivery of official food controls and other official activities, co-operation, and consistency of enforcement.

Primary Authority

2.8 Primary Authority is a statutory scheme administered by the Office for Product Safety and Standards (OPSS) on behalf of the Secretary of State for the Department for Business, Energy and Industrial Strategy (BEIS). In England, and Wales the scope of Primary Authority includes matters relating to food and feed. Food businesses that wish to benefit from Primary Authority will need to partner with a local authority.

2.9 Primary authorities provide advice to businesses that other local regulators must respect on compliance with the regulations. They can also produce an inspection plan for a business or the members of a trade association (or other type of group), to improve the effectiveness of visits by local regulators and underpin better sharing of information.

2.10 The benefits of Primary Authority include:

Businesses:

- have access to relevant, authoritative tailored advice
- gain recognition of robust compliance arrangements
- can draw on an established and effective means of meeting business regulations
- can be more confident they are protecting themselves and their customers

Regulators:

- have greater clarity over where responsibility lies
- can support local economic growth through stronger business relationships
- can improve the consistency of local regulation and target resources on high-risk areas
- can develop their staff expertise via partnerships
- can protect front line services through cost recovery

Citizens:

- are better protected as businesses find it easier to comply with legislation
- are at reduced risk as local authorities better understand the businesses they regulate and can target resources on high-risk areas

2.11 The FSA endorses Primary Authority and works as a National Regulator with OPSS to support the delivery of Primary Authority for food regulators to deliver consistency between Competent Authorities and avoid unnecessary duplication of regulatory effort. National regulators are a source of expertise for primary authorities, while primary authorities can help national regulators better understand and engage with businesses.

2.12 The FSA expects Competent Authorities to fulfil their statutory obligations under Primary Authority. Competent Authorities must have regard to the BEIS Primary Authority Statutory Guidance, specifically to Part E which provides guidance on their responsibilities as 'enforcing authorities' within Primary Authority.

Authorisation, qualifications, and competency

2.13 Competent Authorities must appoint a sufficient number of suitably qualified and competent officers so that official food controls and other official activities can be performed efficiently and effectively.

2.14 Before Competent Authorities authorise or extend an officer's duties their lead food officer(s) must ensure officers carrying out official food controls or other official activities hold a suitable qualification, listed in sections, relevant to their role, and the activities they will be authorised to undertake.

2.15 Authorised Officers are officers, other than regulatory support officers, who undertake assessments of compliance with food law and take enforcement action, as appropriate.

2.16 Competent Authorities must appoint one or more, suitably qualified and competent lead food officer(s), who are responsible for the operational management of food law matters.

2.17 In addition, for food business establishments where quality assurance systems are to be assessed, officers should possess a Quality Assurance qualification, or equivalent professional experience and competency to enable them to assess quality assurance systems.

2.18 Competent Authorities must ensure that authorised officers:

- (a) receive appropriate training based on the principles of continuing professional development, and
- (b) receive regular additional training, as necessary.

2.19 Competent Authorities must ensure authorised officers remain competent by receiving a minimum of 20 CPD hours per year, relevant to the activities they are authorised to undertake. Competent Authorities must ensure the 20 hours CPD are split as follows:

- a minimum of 10 hours on subject matters relevant to the activities they are authorised to undertake;
- 10 hours on other professional matters.

3. Delivery of Interventions

Frequency of Interventions

3.1 The FSA has produced a Food Standards Scoring System that is incorporated into the Food Law Code of Practice. The scoring system is several variables. Including the complexity of legislation, a business must comply with, the potential adverse effects on consumers and other businesses if problems arise, and a Competent Authority's confidence in that business based on their interactions with them.

3.2 Trading Standards maintains a database of food businesses that is regularly updated with details new food businesses registered with the District Council Environmental Health teams. Each premise is risk assessed based on activity and compliance levels. A risk rating that is calculated by combining the scores from the scoring system. This identifies the level of risk associated with a premise and determines the intervention frequency.

3.3 The table below shows the score banding and how it correlates to the intervention frequency:

Category	Score	Minimum Intervention Frequency
A	101 - 180	At least every 12 months
B	46 - 100	At least every 24 months
C	0 - 45	Alternative enforcement strategy or intervention every five years

3.4 Based on these FSA recommendations Lincolnshire has 8 businesses requiring an annual intervention, 618 requiring a biennial intervention and 4920 that should be subject to intervention every 5 years or via an alternative enforcement strategy.

3.5 Interventions that are within the definition of Official Controls include: inspections; monitoring; surveillance; verification; audit; and sampling.

3.6 To be fully compliant with the requirements of the code of practice and framework agreement Trading Standards would need to complete a minimum of 317 interventions for businesses in categories A & B with an additional 984 businesses in category C being subject to either an intervention or alternative enforcement strategy. This number is based on the minimum intervention frequency above.

4. Food Complaints

4.1 All complaints received by the Trading Standards Service are reviewed on receipt by the service's intelligence team and assessed in line with service objectives and the National Trading Standards Intelligence Operating Model.

4.2 Following documented duty officer guidance, complaints are noted for intelligence only, passed to partner agencies or allocated for further investigation. Only complaints which are assessed as being 'serious' in terms of Food Safety are allocated for further investigation. This would include complaints relating to allergens, food on sale past its use by date or on sale with amended durability markings, substitution of ingredients or chemical contamination.

4.3 Complaints which are recorded for intelligence purposes only are reviewed regularly and used to identify any emerging issues or potential threats. They are all used to identify premises to be included in sampling and inspection programmes where appropriate.

5. Advice to Business

5.1 Trading Standards endeavours to support economic growth by helping businesses comply with their legal responsibilities. Basic advice and guidance are available to all food business operators free of charge time limited to one hour.

5.2 The Service offers more detailed pay as you go advice to businesses seeking guidance for technical or complex enquiries, training, or auditing. This work is charged for on a cost recovery basis and offered to businesses that want advice but do not want to enter a formal Primary Authority partnership.

5.3 In addition as part of our partnership work with Business Lincolnshire we produced and delivered Food Labelling Refresher Workshops for Lincolnshire Food Manufacturers and prepared and delivered Masterclasses to Visitor Economy Businesses on Food Legislation for The Tourism Business Toolkit, Hospitable You [Lincolnshire Tourism Industry Business Support & Resources \(visitlincolnshire.com\)](https://www.visitlincolnshire.com)

6. Food Sampling

6.1 Food sampling and subsequent analysis and examination performs an essential function, providing intelligence and evidence on the safety and authenticity of food on the UK market, supporting enforcement action to protect consumers, and enabling the FSA to meet its statutory obligations as a Central Competent Authority.

6.2 Competent Authorities must ensure that:

- food sampling is undertaken effectively and consistently;
- non-compliance is dealt with in accordance with the requirements of the Code.

6.3 The Trading Standards Service produces an annual food sampling plan. The budget for sampling in 2021-22 was £25,000 includes samples arising from complaints. This allows the service to submit around 140 samples per year.

7. Food Safety Incidents

7.1 A “food incident” is defined as any event where, based on the information available, there are concerns about actual or suspected threats to the safety, quality or integrity of food that could require intervention to protect consumers' interests. Quality should be considered to include food standards, authenticity and composition.

7.2 Food Incidents are split in to 3 separate categories, which may overlap:

- **Food Hazards** - a food-related incident involving (or suspected to involve) a biological, chemical and/or physical agent in food, or the condition of any food with the potential to cause an adverse effect on the health or safety of consumers.
- **Food fraud and food crime** – Food crime is an umbrella term used to define the remit of the FSA’s National Food Crime Unit (NFCU). It is not a legal term. In this context food crime means **serious dishonesty which has a detrimental impact on the safety or the authenticity of food, drink or animal feed. Food crime can be thought of as serious food fraud.**

- **Non-Hazardous Incidents** which may impact on the food supply chain. These may include issues of quality, provenance, authenticity, composition, and labelling.

7.3 Food hazards are categorised according to the following criteria:

- **Localised food hazard** – one in which food is not distributed beyond the boundaries of the competent authority and is not deemed to be a serious localised food hazard; should be dealt with locally by the competent authority, in conjunction with other relevant agencies.
- **Serious localised food hazard** – one in which food is not distributed beyond the boundaries of the competent authority but which involves or may involve: Allergens, E. coli O157, other Verocytotoxin-producing Escherichia coli (VTEC), Clostridium botulinum, Salmonella typhii or Salmonella paratyphi, or which the competent authority considers significant because of, for example, the vulnerability of the population likely to be affected, the numbers involved or any deaths associated with the incident; should be notified by the Competent Authority to FSA and other relevant agencies at the earliest opportunity and by the quickest available means and confirmed in writing on the incident report form.
- **Non-localised food hazard** – one in which food is distributed beyond the boundaries of the Competent Authority; should be notified by the Competent Authority to FSA and other relevant agencies at the earliest opportunity and by the quickest available means and confirmed in writing on the incident report form.

7.4 Once a food hazard has been identified the Trading Standards Service must immediately carry out an assessment to determine the likely scale, extent and severity of the risk to public health or safety. Responsibility for action at local level remains with Trading Standards unless and until written notification is received from the FSA.

7.5 Food incidents that are contraventions in law but not food hazards are normally resolved by Trading Standards and the food business operator. Significant incidents are reported to the FSA immediately.

7.6 The Service regularly publishes Food Safety Alerts issued by the FSA through our Social Media accounts.

8. Activity and outcomes on Food Safety and Standards in 2021-2022

8.1 COVID 19 restrictions continued to affect delivery of Food Standards work in the first quarter of 2021-22 with the Food Standards Agency still asking Trading Standards to only attend in person if the matter was urgent.

8.2 The Trading Standards Service endeavours to ensure that inspection and sampling plans are based on intelligence. Sources of intelligence available to the service are attached as appendix 2.

Interventions at Food Establishments

8.3 The Trading Standards Service carried out 106 inspections at food premises in 2021-22. The inspections were carried out remotely (25) and on site. The type of business premise inspected with the number that were found to be compliant and non-compliant are in the table below.

Business Type	No Compliant	No Non-Compliant
Supermarket	11	2
Butchers	18	3
Brewery	1	1
Chemist	1	0
Grocers/Deli	2	5
Other	5	8
Contact Material	1	0
Bakery	1	1
Takeaway	21	2
Café/Restaurant	9	6
Confectioner	0	2
Caterer	2	1
Farm Shop	1	0
Hotel	1	0
Foodbank	0	1

8.4 The high number of compliant takeaways is due in part to the businesses declining to provide allergen free meals when requested by officers undertaking routine sampling. This is best practice if the business cannot guarantee any cross contamination.

8.5 Allergen labelling remains an area of concern with noncompliance noted across several business types. All businesses have been advised and where appropriate follow up inspections have been included in the 2022-23 inspection plan.

8.6 A significant level of noncompliance was identified in online sales by butchers in a survey conducted in 2020-21. Samples of meat pies were included in the sampling programme and obtained during inspections following up on the work from the previous year.

8.7 In addition, an alternative enforcement strategy was carried out with 30 businesses contacted regarding the introduction of allergen labelling for food that is prepacked for direct sale. The contact was designed to determine the level of understanding in businesses likely to be affected and to provide them with appropriate guidance. Several of the businesses approached contacted the service for further business advice.

Food Complaints

8.8 Trading Standards have received 127 complaints regarding food safety or standards in 2021-22. All were reviewed by the Duty officer on receipt with those relating to foreign bodies, microbiological contamination or hygiene on the premises being referred to the local District Council.

8.9 The table below contains a breakdown of the complaints and enquiries by category:

Category	Number of Complaints and Enquiries
Microbiological	2
Foreign Body (EH)	7
Chemical	3
Labelling	31
Hygiene of Premises (EH)	3
Composition	9
Presentation	1
Out of Date Food	11
Business Advice	3
Enquiry from Other Agency	2
Fraud	1
Contamination	5
Allergens	20
Other	29
Total	127

8.10 Most complaints falling within the remit of Trading Standards related to food labelling, 31, and allergens, 20. This represents a significant increase compared with 2020-21 when the service received 25 in total for these categories. All allergen related complaints and enquiries are referred to an authorised food officer to follow

up due to potential safety concerns. If the manufacturer or retailer is out of County, then the local Trading Standards service is notified.

8.11 Those relating to food past a use-by date are also referred, again as this represents a potential risk to health. Food sold past the best-before date does not present a health risk and these form part of the wider intelligence utilised by the service when inspection and sampling plans are being produced. Complaints and enquires were down slightly with the service receiving 11 compared with 14 in 2020-21.

8.12 Complaints within the other category related to a range of food related matters including poor practice / service, issues with the weight or measure of food supplied, and queries regarding the organic status of imported avocados

Primary Authority

8.13 Trading Standards has retained 4 Primary Authority partnerships with the following companies:

Lincolnshire Co-operative Society including Gadsby's:

- One of the most successful independent consumer, co-operatives in the UK, we are proud to be able to offer a wide range of services from our family of businesses. You'll see that as a co-operative, we trade differently from other retailers. Owned by their 300,000 members, the people of Lincolnshire and surrounding counties, and have been for more than 150 years. Our Primary Authority Partnership covers 92 Food Stores located in Lincolnshire and the surrounding counties. They recycle all profits locally by sharing dividends with members, investing in new and improved services and by supporting local community groups, charities and schools through their Community Champions scheme.

Gousto:

- Gousto are a subscription based online recipe kit company. They produce boxes of ingredients supplied to customers in pre-measured portion sizes for cooking at home, based on recipe instructions developed by our chefs.
- They currently produce in the region of 170,000 boxes per week, employing roughly 1,500 people across their 4 Gousto sites (including the head office in Spalding). In 2022 they delivered approximately 86 million meals across 9.2 million boxes.

Bakkavor:

- Bakkavor are a leading provider of fresh prepared food (FPF). c. 19,000 staff operate from 46 sites to develop and produce innovative FPF for a wide variety of occasions and budgets. Customers include all the well-known UK grocery retailers as well as some of the world's best-known international food brands. Products cover a range of categories including meals, desserts, pizza & bread and salads. Operating in the UK, US, and China.

Minster Fine Foods:

- Minster Fine Foods in Bourne represent a selected number of Continental Food Manufacturers responsible for the sales and marketing of their products in the UK. Dealing with manufacturers across Europe, providing products to caterers across the UK.

8.14 This year we have supported our Primary Authority businesses with premises audits, product labelling changes, recall advice and tailored business advice. We have also worked in close partnership with the businesses to prepare for the introduction of new legislation in relation to High in Fat, Sugar, or Salt (HFSS) products sold in store and online. We provided guidance on new legislation providing Calorie information for the food and drink sold in cafes. This makes it easier for consumers to make informed, healthier decisions when making purchases.

Advice to Business

8.15 Trading Standards received 110 requests for business advice from food businesses in 2021-22. 93 were made directly to Trading Standards with most coming via the TS business email account.

8.16 Most enquiries received are requests for labelling advice, in particular allergen labelling. The introduction of labelling mandatory allergen labelling for foods that have been prepacked for direct sale has resulted in several enquiries. Some of these have arisen because of the guidance sent out by the Trading Standards Service under the alternative enforcement strategy.

8.17 Trading Standards assisted a company in obtaining an Export Health Certificate for the geranium oil they wanted to export. The geranium oil is used as a food flavouring. The Trading Standards officer worked with the company to ensure that they had all the records in place so that the certificate could be issued.

8.18 The service has worked with a business conducting an audit of their amended processes following a fire that caused significant damage to their factory premises.

8.19 Following a referral from Wiltshire Trading Standards we have worked with a local producer of cricket powder. Crickets are classed as a novel food. A Novel Food is defined as food that had not been consumed to a significant degree by humans in the UK before 15 May 1997, as defined by UK legislation. Such foods are subject to a pre-market safety assessment before a decision is made on UK-wide authorisation on their use.

Food Sampling

8.20 The food sampling budget for 2021/22 was set at £25,000. This resulted in a plan to procure 139 samples. The table below includes details of the products sampled and what they were analysed for:

Product	Analysis For	No Taken	Satisfactory	Unsatisfactory
Meat Pie	Species	30	23	3 labelling 3 cross-contamination 1 composition
Takeaway Meal Lamb	Meat Species	16	14	2 contained meat other than that declared.
Takeaway Meal where Nuts other than Peanuts is declared	Presence of Peanuts	20	19	1 presence of peanuts detected
Takeaway Meal Duck	Species	5	5	0
Takeaway Meal where Sesame is Declared – Request for No Sesame	Presence of Sesame	10	10	0
Takeaway side or sundries	Presence of Peanuts	31	24	7 presence of peanuts detected
Undeclared sulphites and cow's milk protein in Kebab/Donor meat	Presence of sulphites and milk allergen casein	15	10	5 milk proteins detected
Protein claims in health foods and powders	Protein claims	7	3	4 health claims / food labelling
Alcohol Spirits from online traders or produced in Lincolnshire. Flavoured or unflavoured.	Alcohol Content	11	6	5 incorrect alcohol by volume / food labelling.
Remote Inspection Samples, ordered while undertaking online inspections	11	11	3	8 incorrect food labelling

- 8.21** The sampling plan focussed on undeclared allergens, compositional standards and ensuring food has been correctly described. All incorrect samples have been followed up with business advice. Re-sampling will be undertaken where appropriate.
- 8.22** The budget allowed officers to take follow up samples from premises where adverse samples had been taken previously. 4 samples were taken in respect of premises where samples had been taken in 2020-21. 2 samples taken from a Chinese takeaway where food was ordered with a request that it was peanut free were found to contain peanuts. As the business had comprehensive advice following the initial unsatisfactory sample results an investigation was launched resulting in prosecution. The owner entered guilty pleas at a hearing in October 2022 and was fined £320 and ordered to pay prosecution costs of £5664.63.
- 8.23** Officers have also taken 14 samples of products examined in the course of their work that were not planned. Of these 8 were found to be unsatisfactory. These include samples of rock described as sugar free and a dairy free alternative to cheese. Again, all adverse samples have been followed up with advice or referral to the local Trading Standards or Primary Authority if manufactured or imported out of the County.

Food Safety Incidents

- 8.24** Trading Standards has responded to several that would fall within the definition of a Food Incident in the Food Law Code of Practice.
- 8.25** Trading Standards worked with colleagues in North East Lincolnshire to respond to an incident reported to us by the FSA concerning the unauthorised use of bamboo in melamine. A local trader whose business was registered in NE Lincs was selling online.
- 8.26** A local importer reported an adverse test result that showed high levels of Ethylene Oxide in onion powder imported from India. Trading Standards worked with the company to recall the affected batch from their customers. The matter was reported to the FSA as a food incident.
- 8.27** A local importer reported an adverse test result that showed excessive levels of pesticide in imported spinach. Trading Standards were asked to check that the affected food was used for animal feed and not food.
- 8.28** Trading Standards were asked to oversee the return of a consignment of almonds to the USA that had been confined due to excessive levels of aflatoxin.
- 8.29** In response to an FSA incident Trading Standards took a formal sample of a food supplement from a local company. The sample was found to contain excessive levels of mercury, 700% over the prescribed limit. The product had been removed from sale.

8.30 Trading Standards have overseen the delivery and treatment of 6 consignments of imported nuts found to contain excessive levels of aflatoxins. Once processed the nuts can be incorporated into animal feed. The company processing the nuts are the only provider of this service in the country.

8.31 The Service has worked with our Primary Authority Partners on several food recalls where the presence of undeclared allergens has been detected or other labelling omissions have been identified.

8.32 In addition to the food incidents arising in Lincolnshire businesses Trading Standards has also promoted 125 food recall notices issued by the FSA through their social media platforms. These notices are issued in response to a variety of problems including the presence of undeclared allergens, microbiological contamination, and the presence of foreign bodies.

9. Liaison with Other Organisations

9.1 Trading Standards Officers have continued to liaise with colleagues in the District Council Environmental Health. Joint inspections have taken place where appropriate. Examples of Joint working undertaken include:

- Inspection to Academy schools to examine working practices in their food serving areas. Advice was provided on the potential for cross-contamination and how those risks could be minimised.
- A joint inspection to a café selling vegan food. Advice was provided in respect of food labelling that was found to be incorrect.

9.2 Referrals from Environmental Health Officers also resulted in Trading Standards Officers conducting follow up work. This includes taking a sample of battered fish described as gluten free and advising a hotel about the provision of allergen information to guests attending events held on site.

9.3 The Lead officer for Food represents Lincolnshire Trading Standards on the Trading Standards East Midlands regional working group on food and allergens. The group meets on a quarterly basis to discuss food and allergen related issues. The meeting is attended by representatives of the FSA who provide updates on their work.

10. Training and Competency

10.1 Trading Standards have 10 F.T.E frontline Trading Standards Officers who hold the baseline food related qualifications set out in the code of practice. Not all staff holding a qualification are deemed competent to undertake food safety work as they have been working in other area of the service and have not been able to maintain their CPD requirements under the Code. Of those 10 F.T.E. 2.6 F.T.E. are not deemed competent to act as an authorised officer.

10.2 In Lincolnshire Trading Standards Officers are either deemed to be competent generally to undertake all official controls or competent in one or more of 5 areas below:

- Inspection of Food Establishments
- Use of Enforcement Sanctions
- Sampling
- Import and Export controls
- Reactive investigations

10.3 The Service has 3.6 F.T.E. who are competent in all areas. An additional 2 F.T.E are considered competent to undertake inspections, use enforcement sanctions and undertake reactive investigations, with 3.6 F.T.E. competent to take formal food samples.

10.4 The Service has an annual training budget of £25,000 for all training needs. This year almost £5,000 has been committed to food training to assist officers in meeting their CPD requirements and towards attaining the food module.

10.5 Looking forward the Service has 5 officers currently undertaking stage 2 of the Trading Standards Qualification Framework. Of those 1 is currently studying the Food Safety module. Others are expected to undertake the module but not before the exam cycles in 2024 or 2025.

10.6 The Service expects to lose 3 of its food qualified officers within the next 5 years as they approach retirement. The Service has struggled to recruit qualified trading Standards Officer for several years and we expect to have to replace those leaving with Officers currently in post. We are working to ensure that those undertaking food work are suitably experienced to take on Lead Officer and Primary Authority contact officer responsibilities in due course

11. Conclusion

11.1 The Trading Standards Service falls far short of the level of interventions required under the Food Law Code of Practice. However, work carried out by the service is targeted and the service endeavors to address any significant changes in the law and make appropriate guidance available to businesses.

11.2 The Trading Standards Service should ensure that gaps in the documentation required under the Food Law Code of Practice are filled.

11.3 The inspection and sampling programs are based on intelligence and risk with a focus on ensuring allergen labelling is correct and compositional standards are being met.

11.4 The Primary Authority partnerships are being maintained and offering a good level of support to the businesses signed up. The Trading Standards Service should look to expand this area of work if capacity to undertake food work increases.

11.5 The Trading Standards Service is committed to training and developing its officers including meeting the continuous professional development requirements necessary for officers to retain their competency to undertake food safety work.

11.6 Trading Standards recognizes the profile of its workforce and is working to minimize the impact when experienced officers leave the service.

12. Consultation

a) Risks and Impact Analysis

Risk and Impact Analysis will be carried out when the updated Food law Code of practice is available later this year.

13. Appendices

These are listed below and attached at the back of the report	
Appendix A	Review of documented procedures, policies, plans and programmes required in the Food Law Code of Practice.
Appendix B	Sources of intelligence available to the Trading Standards Service.

14. 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, Head of Trading Standards, who can be contacted on 01522 550820 or mark.keal@lincolnshire.gov.uk.

Appendix A

Review of Documented Procedures, Policies, Plans and Programmes Required in the Food Law Code of Practice.

Documented Procedures			
Type	Requirements	Compliant	Comments
Food business establishment database	a procedure(s) to ensure that the database of food business establishments is accurate, reliable, and up to date	Partial	Procedure not written but all new business registrations. TS receive notification of all new registrations and details are recorded. Premises are closed when identified.
Food incidents and alerts	Procedure(s) to ensure that food incidents and alerts initiated and/or responded to by Competent Authorities are dealt with effectively, and within a timely manner	Partial	No separate procedure but is reflected in complaint and enquiries allocation process.
Authorisation	procedure(s) to ensure that authorised officers (including the lead food officer(s)) engaged in official food controls and other official activities hold a suitable qualification (or equivalent) and they are competent and experienced	Yes	Staff training records for officers who undertake qualifications. Pre-employment checks for Food Qualified Officers joining the service.
Control verification	procedure(s) to ensure that official food controls and other official activities are carried out consistently and effectively to a high standard, in conformance with relevant legislation	Partial	Not documented but performance and competence reviewed through supervision and appraisal.
Corporate Complaints	procedure(s) to ensure that complaints about the Competent Authority are investigated	Yes	Corporate Complaints Policy
Food complaints	procedure(s) to ensure that complaints about food and food business establishments are investigated in accordance with the Code,	Yes	Complaint or Enquiry Allocation Process and Duty Officer Guidance
Sampling	procedure(s) to ensure that samples are taken in accordance with the Code, the Practice Guidance, the Competent Authority's policies and procedures and relevant legislation, and that where	Yes	Advice on sampling provided in sampling plan where appropriate. Follow up action in line

Documented Procedures			
Type	Requirements	Compliant	Comments
	unsatisfactory results are received, appropriate action is taken in accordance with the enforcement policy		with Enforcement and other sanctions policy.
Official food controls and other official activities	procedure(s) to ensure that the full range of official food controls and other official activities are effective and appropriate	No	
Enforcement	procedure(s) to ensure that any follow up action or enforcement is in accordance with the Code, the Practice Guidance and the enforcement policy	Yes	Compliance and Enforcement Policy, Prosecution and Other Sanctions Policy
Information	Competent Authorities must set-up, maintain and implement appropriate back-up systems for any electronic databases, and systems	Yes	Database is backed up

Documented Policies			
Type	Requirements	Compliant	Comments
Sampling Policy	must set out the Competent Authority's approach to food sampling	No	But method of sampling is set out in the sampling plan.
Enforcement policy	must cover all areas of food law that the Competent Authority has a duty to enforce, including criteria for the use of all enforcement options that are available	Yes	Compliance and Enforcement Policy, Prosecution and Other Sanctions Policy
Complaints Policy	must set out how complaints received about food and food business establishments are handled	Yes	Complaint or Enquiry Allocation Process and Duty Officer Guidance

Documented Plans			
Type	Requirements	Compliant	Comments
Contingency plan	must set out what the Competent Authority would do in an emergency	Yes	Captured in Business Continuity plans
Service Plan	must cover all areas of food law the Competent Authority has a duty to enforce and be documented. It must set out how the Competent Authority	Yes	An annual service work plan is produced that includes all food delivery

	intends to deliver and resource official food controls and other official activities in its area, and address any variance in meeting the outcomes of the previous service plan. A performance review must be carried out at least once per year and be documented.		
Intervention Programme	must be established and implemented in accordance with the requirements the code and ensure that interventions are effective, appropriate and consistent.	Yes	An annual inspection plan for food is produced
Sampling Programme	must set out the details of the Competent Authority's intended risk-based food sampling priorities	Yes	An annual sampling plan is produced
Training Programme	must ensure that authorised officers undertaking official food controls and other official activities receive appropriate training	Yes	Competent Food Officers must complete 20 hours food training to maintain competency and chartered status.
Alternative Enforcement Strategy (AES)	must set out how surveillance of food business that can have Alternative Enforcement Strategies applied to them, will be conducted	No	No AES

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Appendix B

Sources of Intelligence Available to Trading Standards

Source	Brief Description
Animal and Plant Health Authority (APHA)	Welfare referrals (general, welfare in transport, abattoir referrals), disease outbreak notifications. IPAFFS (Import of products, animals, food, and feed system) referrals regarding those importing live animals, animal by products, food, feed and high-risk food and feed not of animal origin.
Brand Holders	Sale of counterfeit goods, goods infringing trademarks, intelligence alerts relating to popular counterfeit products and brand protection guidelines.
Businesses	Complaints and intelligence from businesses regarding other businesses unfair or unlawful practices.
Charity Commission	Criminality in the charity sector.
Companies House	Source of intelligence for limited businesses.
Citizens Advice Bureau (CAB) - Consumer Service	Consumer complaints – this is the main source for complaints from consumers. CAB also maintain a national database of complaints against every business reported to them in breach of trading standards legislation.
Crimestoppers	Anonymous reporting of all trading standards matters by consumers, e.g., counterfeit goods, illicit tobacco.
Competitions and Market Authority (CMA)	Breaches of consumer protection legislation within the remit of Trading Standards.
Department for Work and Pensions (DWP)	A source of intelligence for Trading Standards investigations.
Driver and Vehicle Standards Authority (DVSA)	Concerns regarding vehicle servicing and MOT's, connected car garages, cattle hauliers, etc.
Environment Agency	Intelligence concerning unregistered animal by products disposal, intelligence obtained for offences within the remit of Trading Standards discovered through intelligence or compliance checks.
Federation against Copyright Theft (FACT)	Referrals regarding those infringing copyright, committing piracy relating to the copying of films and illegal streaming.
Financial Conduct Authority	Intelligence regarding licensed and unlicensed providers of credit

Source	Brief Description
Fire and Rescue Services	Fires involving unsafe products, white goods, illicit tobacco, where they may be the cause of the ignition
Food Standards Agency (FSA) and the National Food Crime Unit - a dedicated law enforcement function of the FSA.	The FSA can provide details of non-compliant imported foods as well as intelligence from nationally identified issues and failed food samples and national and international reported food issues. They also receive and refer Food Incidents which can concern contamination of food or environmental pollution incidents such as fires and chemical spills which can affect food. The FSA issue and share product withdrawals and recalls, to remove food from supply chains and protect consumers.
Health and Safety Executive	Businesses in breach of Trading Standards legislation such as REACH and CLP (concerning chemicals), explosives licensing, etc.
HM Revenue and Customs (HMRC)	Non-compliance when encountered in relation to illicit imports, seized goods, etc. HMRC also maintain a database of goods imported from outside the EU.
Illegal Money Lending Team	Loan sharks, illegal money operators.
Insolvency Service	Referrals from the Insolvency Service who also receive complaints from consumers regarding business practices that may relate to fraud or cause significant harm to consumers.
Insurance Fraud Bureau	Intelligence and referrals from the Insurance Fraud Bureau where business may also be breaching consumer protection legislation.
Intellectual Property Office	Suppliers of counterfeit goods, infringements of intellectual property rights.
Keep It Out	Intelligence relating to underage sales and distribution of illicit tobacco.
Local Authority – Environmental Health Teams	Intelligence received from consumers or businesses, or inspections or compliance checks undertaken.
Local Authority – Children Services	Underage sales intelligence.
Local Authority – Counter Fraud Teams	Intelligence received from consumers or businesses or staff members concerning business practices.
Local Authority – Licensing Teams	Intelligence received from consumers or businesses, or inspections or compliance checks undertaken.

Source	Brief Description
Medicines and Healthcare products Regulatory Agency (MHRA)	Those trading in non-compliant products such as distributors of non-compliant vapes, e-liquids, etc.
National Trading Standards Scams Team	Referrals for victims of scams and intelligence regarding those committing scams/fraud.
National Trading Standards Estate and Letting Agency Team	Referrals regarding estate and letting agents breaching legislation aimed at protecting house purchasers and renters.
National Trading Standards eCrime Team	Website registrants, business frauds committed via the internet
National Trading Standards Intelligence Team (NTSIT)	Identification of Lincolnshire based businesses that may be offending outside of Lincolnshire. Production of national reports identifying trends, threats and key issues for local Trading Standards.
National Trading Standards Regional Investigations Team	Links to Lincolnshire based businesses and nominals involved in regional and national offending.
National Crime Agency (NCA)	Intelligence obtained from Suspicious Activity Reports, intelligence regarding serious and organised crime committed by Lincolnshire businesses.
National Fraud Intelligence Bureau (NFIB) / Action Fraud	Victims and perpetrators of fraud impacting on Lincolnshire.
National Health Service (NHS) and other Health Agencies	Hospital admission as a result of unsafe goods, toys, food, etc
Office of Product Safety and Standards (OPSS)	OPSS maintain a database of unsafe and non-compliant goods notified to them as well as product withdrawals, recalls and suspensions.
Police	Police forces, local and national, including Lincolnshire Police and their Licensing Team. Intelligence shared in relation to offences within the remit of Trading Standards. The Intelligence Team within Lincolnshire Trading Standards also have direct access to police systems to conduct their own checks on nominals.
Port Teams	For examples port teams at East Midlands Airport and Suffolk. Notifications of those importing unsafe and non-compliant goods
Public Analysts	A database held for failed food samples and the types of foods tested and the reason for failure.

Source	Brief Description
Registration Schemes – e.g., Gas Safe	Sources of intelligence to check traders are qualified to undertake work for consumers.
Trading Standards Services across the country –	Information is held and shared through a national intelligence database, identifying all nominals and businesses breaching consumer protection legislation.
UK Border Force	Intelligence collected through custom controls, illegal goods entering the country, the immigration status of those found working in businesses and identification of those employing illegal workers.



**Open Report on behalf of Glen Garrod,
Executive Director - Adult Care & Community Wellbeing**

Report to:	Public Protection and Communities Scrutiny Committee
Date:	31 January 2023
Subject:	Resettlement Schemes and Asylum Dispersal in Lincolnshire

Summary:

This report provides an overview of refugee resettlement schemes and asylum dispersal, the national position, and the response by Lincolnshire organisations to national policy decisions. It sets out the latest available figures, operational arrangements, organisational responsibilities, and funding arrangements.

Actions Required:

That the Public Protection and Communities Scrutiny Committee reviews and comments on the contents of this report and endorse the activities undertaken to-date.

1. Background & Context

1.1 Definitions

Refugees are designated by the United Nations, prior to travel for resettlement, usually due to war and political upheaval posing significant risk to those individuals. Refugees are transferred to a host country. This includes the United Kingdom (UK), with the agreement of the Home Office. On arrival, individuals receive refugee status. It is not possible to apply for refugee resettlement if the person is already present in the country.

Asylum is the protection granted by a nation-state to a person who has fled their country to escape serious threat to their life or liberty. An asylum seeker (or asylum applicant) is a person who has applied for recognition as a refugee under the Refugee Convention, to which over 140 nations are signatories, including the United Kingdom.

To claim asylum in the UK, a person must be present in the UK. It is not possible to apply from outside the country, and there is no asylum visa to enable people to travel to the UK legally to apply for asylum. Therefore, for people who do not have visa-free travel to the UK, to claim asylum in the UK, they must enter either irregularly, such as by small boat, lorry, or by using false documents, or on a visa for some other purpose, such as tourism or study.

1.2 Lincolnshire's Governance and Operational Arrangements

The varying schemes agreed nationally and internationally make for a complex landscape in local areas. Lincolnshire's county and district councils, health colleagues, Police, voluntary and community groups and other agencies have worked together on all migration activity for several years. This collaborative working is formalised through a countywide Resettlement Partnership, chaired by the Deputy Chief Executive of North Kesteven District Council. A Memorandum of Understanding (MoU) signed by all partners identifies roles and responsibilities of Partnership members. The Partnership routinely meets quarterly but an agile approach is taken, for example over the past 12 months with additional meetings set up to plan and monitor delivery of the Ukraine response.

Lincolnshire's county and district councils are also actively engaged with the East Midlands Strategic Migration Partnership (EMSMP). SMPs act as regional hubs for co-ordination and co-operation. East Midlands Councils is the lead organisation for the EMSMP providing support to local authorities to help to deliver resettlement schemes, including coordinating offers of housing, planning for the arrival of refugees and sharing best practice. The SMP reports to the Home Office and coordinates activities regarding asylum seeker dispersal at a regional level.

Different responsibilities are devolved to upper and lower tier local authorities by The Home Office depending on the individual scheme or cohort requirements. For example, leadership and coordination of activity related to asylum seeker accommodation sits with the district council in which the accommodation is located, whilst co-ordination and funding for the Homes for Ukraine Scheme is provided to the county council, with an expectation of co-operation with district councils.

2 National Refugee Resettlement Schemes

Prior to 2021, the UK operated four refugee resettlement schemes. These were suspended in March 2020 due to COVID-19 and recommenced in December 2020.

The Vulnerable Persons Resettlement Scheme (VPRS) was the largest scheme and began in 2014 to resettle Syrian refugees. This scheme was later expanded to people of any nationality fleeing the Syrian conflict.

The Vulnerable Children Resettlement Scheme (VCRS) aimed to resettle children from the Middle East and North Africa.

The Mandate Scheme and the Gateway Protection Programme (GPP) are for refugees from anywhere in the world.

The government has now combined the VPRS, VCRS, and GPP into the UK Resettlement Scheme (UKRS), which opened in early 2021, along with the Community Sponsorship Scheme.

In early 2021, the UK opened a new route for Hong Kong British National (Overseas) citizens (BNOs) and their close family members to migrate to the UK to live, work, or study, with a clear pathway to settlement and citizenship.

The Afghan Relocations and Assistance Policy (ARAP) was launched in April 2021 to provide relocation and assistance to Locally Employed Staff (LES – individuals working for, or on behalf of, the UK government in Afghanistan).

The Afghan Citizens Resettlement Scheme (ACRS) was launched January 2022 to offer relocation to Afghan nationals who supported the UK and/or international community during the occupation of Afghanistan.

In March 2022, the government opened priority visa routes for displaced Ukrainians, principally comprising the Ukraine Family Scheme (UFS) and the Homes for Ukraine (HfU) programmes.

3 Lincolnshire overview by scheme / cohort

3.1 United Kingdom Resettlement Scheme (UKRS)

40 individuals have been resettled under UKRS (or its predecessor schemes) in Lincolnshire. The relevant District Council can claim funding for up to 5 years to source and fit out accommodation to a basic standard and provide wrap around (casework) support to assist with cultural integration and signposting to services. The County Council has worked closely with the district councils in relation to its statutory services e.g. access to school places. Additional funding is claimed by the County Council for education. All the resettled families are now in their third year in County and have settled well to life in the UK.

3.2 Afghan Resettlement (ARAP/ACRS)

36 individuals have been resettled under ARAP/ACRS in Lincolnshire. The relevant District Council can claim funding for up to 3 years and as with UKRS, sources accommodation and provides wrap-around support, with the County Council again sourcing school places and any other statutory services as required.

Refugees entering the UK under either scheme have the right to work in the UK and have full recourse to public funds (e.g., access to benefits), plus indefinite leave to remain.

Government has urged all district councils (as housing authorities) to source further accommodation as some of those evacuated from Afghanistan remain in bridging hotels (see 3.3 below). A small number of properties within South and North Kesteven have been identified and are ready for use, subject to identifying suitable beneficiaries via EMSMP / Home Office.

Lincolnshire local authorities have recently been approached by the Ministry of Defence (MoD) to discuss the possible use of unused service accommodation to support these refugees. Discussions are continuing regarding a small number of properties which may be

suitable. All discussions take account of local education and health provision, access to services, etc.

3.3 Afghan Bridging Accommodation

In September 2021, families evacuated from Afghanistan by the Home Office under ARAP/ACRS were housed in bridging hotels across the country, including two hotels in South Kesteven. The Home Office aim was for this to be temporary, transit accommodation whilst families awaited settled accommodation around the country (not just in Lincolnshire). Nationally, many evacuees, including approximately 180 individuals in Lincolnshire, are still living in bridging hotels 16 months later.

Coordinated by North Kesteven District Council and initially with support from the Local Resilience Forum, Lincolnshire councils worked with the Home Office and the regional Home Office accommodation contractor (Serco) to ensure wellbeing and wrap-around support to families placed in these hotels. Colleagues from Lincolnshire Fire and Rescue, Public Health, Education, Early Years, Early Help Teams, Health colleagues, Police colleagues and District Council colleagues have delivered services to these families over the past 15 months. All school age children resident at the bridging hotel(s) have been offered school places. Coordination of services for the bridging hotel sits with South Kesteven District Council, having transferred from North Kesteven District Council in 2022.

Funding has been claimed by the district council and shared with the County Council to cover costs associated with the wrap around support provision.

3.4 Community Sponsorship Schemes

These are schemes to support ARAP/ACRS/UKRS by enabling Community Sponsors (charities, faith groups, civil society groups, etc, rather than LAs) to provide resettlement accommodation and wrap around support for 2 years after arrival. Community Sponsors are not funded by central government, but local authorities may claim funds to support education provision, and if sponsorships fail, the local authority may be able to claim per capita funding (£8,520 in year 1, £5,000 in year 2) to ensure continuity of support.

We are aware of 1 successful Community Sponsorship resettlement in East Lindsey, in relation to the VPRS referenced above.

3.5 Ukraine Crisis Resettlement Schemes

A report on Lincolnshire's Homes for Ukraine (HfU) scheme was shared with the committee in November 2022. As an update, nearly 1200 Ukrainian guests have arrived in Lincolnshire as at 30 December 2022. Of these, 971 individuals (of which a third are children) are still living in the County, 815 of whom are still with a host.

In contrast to the UKRS and Afghan schemes, the County Council receives information on arrivals and can claim funding to deliver several important functions including undertaking

DBS checks and property inspections and providing essential support services. As duties sit across different council functions in two-tier areas, a coordinated approach is required, along with a locally agreed plan to make payments to the district councils.

On 14 December 2022, the government announced measures to update the scheme. The £350 sponsor 'thank you' payment will be extended from 12 months to a maximum of two years and will also be increased to £500 per month for hosts who accommodate a guest who has been in the UK for 12 months. This additional financial support is aimed at helping existing hosts to continue with their sponsorship, as well as encouraging new hosts who come forward to offer a home to a Ukrainian individual or family already in the UK.

Most guests being hosted in Lincolnshire arrived between April and June 2022. Following the national changes and in recognition of the important contribution being made by Lincolnshire hosts who continue to accommodate their Ukrainian guests, Lincolnshire County Council will be utilising the grant to offer an additional £150 for hosts between January and March 2023, bringing the payments up to £500 per month. This additional payment will be made to all hosts in Lincolnshire accommodating guests on the 'Homes for Ukraine' scheme in January, February, and March 2023, regardless of how long their guests have been in the UK.

The government will reduce the £10.5k per capita funding to the council by half for any new Ukrainians arriving from 1 January 2023. That said, £150 million will be available in 2023/24 financial year to local authorities to help support Ukrainian guests move into their own homes and reduce the risk of homelessness. This funding can also be used to support other people at risk of homelessness. The government's ambition is to provide this funding at the start of 2023 /24, and it will be allocated to different parts of the UK relative to their proportion of Ukrainian guests. It is not yet clear whether this will be allocated to upper or lower tier authorities. It is also not clear whether those arriving through the Ukraine Family Scheme (UFS) will be considered when apportioning the funding. Local authorities have no information about and no specific duties to this cohort of arrivals although statutory responsibilities still apply, such as provision of education, and homelessness assistance if required. Lincolnshire's local authorities continue to ask the Home Office to share this data to better inform future planning.

Locally, the partnership continues to support Ukrainian guests (and hosts) with their wellbeing, community integration, access to services, rematching, and homelessness. Ukrainian guests have 3 years leave to remain, a right to work in the UK and full recourse to public funds. The County Council is working with relevant partners to broaden our understanding of what skills, qualifications and experience Ukrainian guests of working age possess and how, as a partnership, we might break down barriers and maximise employment opportunities. National insight to understand the experiences and intentions of Ukrainian arrivals is shared in the background papers of this report.

3.6 Hong Kong British National (Overseas) Resettlement Visa

Hong Kong BNO visa holders can work or study freely in the UK. They can use the NHS but will not generally be entitled to claim benefits. They must pay a charge for their visa, are liable for the Immigration Health Surcharge, and must evidence their ability to support themselves financially for at least 6 months post-arrival.

There is scant information on arrival numbers and identification of BNO arrivals is dependent on community intelligence. In the East Midlands, the majority are in Nottingham and Derby, but we are aware of two families (10 people) residing in North Kesteven.

Upper Tier local authorities may claim £800 per BNO to support access to English language training, and up to £2,720 per household can be claimed where local authorities have provided destitution support. Arrangements are in place to enable the County Council to claim funds if / when required.

4 Full Asylum Dispersal

In April 2022, the Home Office announced that all local authorities in England, Scotland and Wales would be expected to participate in a new system of full asylum dispersal to allow the Home Office to move from primary use of hotels to more settled, less expensive, and more evenly dispersed accommodation. This may include ex MOD accommodation, ex care homes or ex-student accommodation, as well as domestic properties.

Asylum Dispersal and Contingency Accommodation in the East Midlands is sourced and managed by Serco on behalf of the Home Office. Serco hold the Asylum, Accommodation and Support Services contract (AASC). Migrant Help lead on the Advice, Issue Reporting and Eligibility (AIRE) contract directly supporting asylum seekers.

Serco, as well as procuring hotels, are actively looking to lease properties from a wide network of landlords, investors, and agents. Serco acts as landlord and manages the property, with permission to sub-let to their Service Users. This offers an attractive and competitive proposition to landlords in the private rented sector, including:

- 5+ years lease with no void periods.
- No rental arrears with rent paid in full, on time every month.
- Full repair and maintenance Lease
- 30-day property inspections and periodic safety inspections.
- No letting or management costs.
- Council Tax and Utilities paid by Serco.

Local authorities will not be expected to accommodate asylum seekers beyond 0.5% of their total population, which equates to one asylum seeker per 200 residents. Government tasked local authorities, supported by their SMP, with developing a regional allocation model. If approved, the East Midlands model would see Lincolnshire expect to

receive approx. 525 individuals by December 23 (N.B. instead of and not in addition to those already housed in hotels in the County). The various regional models are yet to be agreed by the Home Office so these numbers could change.

Once mobilised, District Councils will receive £3,500 grant funding for each new dispersal bed occupied in their area to provide wrap around support.

5 Asylum Contingency Accommodation (hotels)

Whilst Lincolnshire County Council does not have a direct role in asylum dispersal, all resettlement partnership organisations are liaising with Serco and the Home Office to assure ourselves of the safety and coordination of services for new arrivals to hotels in the county. This is led by the District Council in which the hotel is located and has included arrangements to ensure access to healthcare, provision of education and transport for school age children, and other statutory functions such as prevention and control of infectious disease outbreaks (including immunisations), environmental health, fire safety, early years provision and social care services.

Until the regional dispersal model is agreed, there is no government funding to support local authorities in delivering these functions. In Lincolnshire there are currently:

- 5 hotels in East Lindsey housing single, adult males; 2 of these are on a very temporary basis known as 'spot booking'.
- 1 hotel in South Kesteven housing women, children, and family groups.
- 1 hotel in Boston Borough housing single, adult males.

The total number of service users housed fluctuates but the total maximum occupancy is approx. 500 individuals. Numbers have been close to this at various points in the last 12 months, particularly at times when the number of boats crossing The Channel had been high.

Asylum seekers are not permitted to work in the UK while their claim is being considered. If they are destitute, they are provided with free accommodation, as well as asylum support, which is set at £40.85 a week, equivalent to £5.84 per day. There are currently nationally over 100,000 Asylum claims in backlog awaiting a Home Office decision.

6 Unaccompanied Asylum-Seeking Children

Where a child arrives 'spontaneously' in a local area, unaccompanied by an adult, they are eligible for care from the local authority in which they arrive, as part of its duties. The child comes into the care of the local authority under Section 20 of the Children's Act, so we have statutory duty to accommodate and care for them as a looked after child until they are 18. They are then awarded former relevant care leaver status and supported to the age of 25

In addition to spontaneous arrivals, the National Transfer Scheme (NTS), launched in 2016, encouraged all local authorities to volunteer to support unaccompanied asylum-seeking

children (UASC) to achieve a more even distribution of caring responsibilities across the country. In November 2021, NTS participation became mandatory for most UK local authorities. No local authority supporting UASC at or above 0.1% of the general child population will be required to accept UASC via the NTS while they remain above this threshold. In the East Midlands region presently, only Rutland County Council is in this position.

The NTS does not include children arriving 'spontaneously' nor those dispersed via the adult asylum system and subsequently taken into care as UASC following revised age assessment. However, these young people will still count to the 0.1% in our population,

Referrals to local authorities for age assessments are accelerating due to increased numbers of arrivals to the south coast. Children's Services in Lincolnshire have had 5 children come into care from the asylum contingency hotels out of the 85 age assessments that have been undertaken since April 2022. Age assessment have taken up hundreds of hours of social worker time.

As at 05/01/2023, 67 young people were in the care of Lincolnshire County Council under UASC responsibilities, with 104 UASC care leavers also supported from 18 to 25 years old.

UASC placements are funded by central government at £114 per person per night. Anyone moved in via the NTS are supported at a higher rate of £143 per day. The funding for former UASC (care leavers) is at a rate of £270 per week.

2. Conclusion

Refuge and asylum policy is determined at national and indeed international level in response to complex political situations and world events. New situations arise at short notice (e.g., Afghan evacuation, invasion of Ukraine) or build over a period of time (e.g., increase in small boat arrivals).

Local authorities and their partners apply their statutory duties (e.g., sourcing school places), and depending on the terms of each scheme, may have additional duties required of them, some of which are funded, and others are not. Roles vary with each scheme for county and district councils, requiring ongoing liaising and effective working relationships.

In the last 18 months, there have been significant new developments nationally and internationally. Lincolnshire did not have a long history of resettlement unlike other parts of the region, and organisations have been on a steep learning curve. That said, Lincolnshire has robust governance and operational arrangements in place to respond to national policy requirements as these emerge.

3. Consultation

a) Risks and Impact Analysis

A risk register is being maintained by the Resettlement Partnership

4. 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
Homes for Ukraine - Guidance for councils	https://www.gov.uk/guidance/homes-for-ukraine-guidance-for-councils
Visa holders entering the UK under the Ukraine Humanitarian Schemes – Follow-up ONS survey: 17 October to 7 November 2022	To be obtained by Democratic Services

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**Open Report on behalf of Glen Garrod,
Executive Director – Adult Care & Community Wellbeing**

Report to:	Public Protection and Communities Scrutiny Committee
Date:	31 January 2023
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 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.

The Committee is encouraged to highlight items that could be included for consideration in the work programme.

2. Work Programme

31 JANUARY 2023		
Item	Contributor	
1	Revenue and Capital Budget Proposals <i>(Pre-Decision Scrutiny – Executive decision 7 Feb 2023; Council decision 17 Feb 2023)</i>	Keith Noyland, Strategic Finance Lead - Place, Fire & Rescue
2	Lincs Fire and Rescue – Progress on Response to Inspection Outcomes from Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Services	Mark Baxter, Chief Fire Officer
3	Trading Standards Food Update (Inc. Sources of intelligence used by Trading Standards)	Mark Keal, Trading Standards Manager
4	Resettlement Schemes and Asylum Dispersal in Lincolnshire	Semantha Neal, Assistant Director, Prevention & Early Intervention
SITTING AS THE CRIME AND DISORDER SCRUTINY COMMITTEE		
5	Safer Lincolnshire Partnership Update	Claire Seabourn, Safer Lincolnshire Partnership Business Manager

21 MARCH 2023		
Item	Contributor	
1	Service Level Performance Reporting against the Success Framework 2022-2023 – Quarter 3	Martyn Parker, Assistant Director - Public Protection Nicole Hilton, Assistant Director - Communities Lee Sirdifield, Assistant Director - Corporate Mark Baxter, Chief Fire Officer Steven Batchelor, Lincolnshire Road Safety Partnership Senior Manager
SITTING AS THE CRIME AND DISORDER SCRUTINY COMMITTEE		
2	Prevent Annual Report	Clare Newborn, Interim Head of Service - Community Safety Manager

21 MARCH 2023		
	Item	Contributor
3	Substance Misuse	Jemma Clarke, Community Safety Strategy Coordinator

3. To be programmed

This section covers areas of work that have been highlighted previously in Committee Meetings and by Officers as future items to be programmed.

- Anti-social Behaviour (Inc. Community Trigger Strategy)
- Citizen’s Advice- Annual Report (May 2023)
- Community Safety and Public Trust in Police
- Domestic Abuse Strategy – Update Report 2023
- Safer Together Update
- Service Level Performance Reporting against the Success Framework ‘22-23 – Q4 (July 2023)

4. Conclusion

The Committee is 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.

5. Consultation

a) Risks and Impact Analysis

N/A

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 Kiara Chatziioannou, Scrutiny Officer, who can be contacted on 07500 571868 or by e-mail at kiara.chatziioannou@lincolnshire.gov.uk.

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Open Report on behalf of Martyn Parker, Assistant Director for Public Protection

Report to:	Public Protection and Communities Scrutiny Committee
Date:	31 January 2023
Subject:	Safer Lincolnshire Partnership Update

Summary:

This report provides an update on the of the strategic activity of the Safer Lincolnshire Partnership (SLP) over the past year. The report is intended to be of a high level noting that the Committee receives separately reports from the partnership's priority areas (Anti-Social Behaviour, Reducing Reoffending, Crime and Disorder and Substance Misuse) enabling members to scrutinise in more detail activity in these areas sitting under the remit of the SLP.

The contribution to the partnership made by Lincolnshire County Council (LCC), as one of a number of statutory organisations required to make up the membership, is also noted within the report.

Actions Required:

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

- (1) Consider and comment on the contents of the report; and;
- (2) Endorse the Safer Lincolnshire Partnership plan to reduce crime, disorder, and anti-social behaviour in the county of Lincolnshire.

1. Legislative Background

The Safer Lincolnshire Partnership (SLP) is the single strategic multi-agency forum for partners to address community safety priorities that impact across Lincolnshire. The SLP serves as the county's Community Safety Partnership; required under the Crime & Disorder Act 1998. The SLP has a number of statutory duties as follows:

- prepare and implement a partnership plan that sets out a strategy for the reduction of reoffending, combating substance misuse, crime and disorder and addressing the priorities identified in the strategic assessment

- regularly engage and consult with the public about their community safety priorities and issues
- hold one or more public meetings during each year
- set up protocols and systems for information sharing
- commission Domestic Homicide Reviews following notification from the Police of a domestic homicide

2. Strategy Development

As referenced in section 1, the SLP has a statutory duty to carry out a strategic assessment to identify issues to be addressed in the area. The last assessment was produced in 2021 to inform the priority issues to be addressed by the partnership from April 2022.

In an unprecedented approach, the strategic assessment was produced as a tri-board product serving not only the SLP but also the Lincolnshire Safeguarding Adults Board (LSAB) and Lincolnshire Safeguarding Children Partnership (LSCP). The document was a holistic and forward-looking assessment of community safety and safeguarding issues, taking into account the changing environment including the impact of the pandemic. The Police & Crime Commissioner routinely shares the raw data from his annual survey with the Safer Communities Analytical team which ensures public perception information is integrated into the strategic assessment providing a more rounded and richer picture of community safety issues in the County.

The information was presented to members of the SLP and utilised by them to determine, under the statutory responsibilities, areas of focus. In doing so, the following considerations were also taken into account:

- Is a multi-agency partnership response required?
- What are specifically trying to achieve? How does it overlap with other areas of business/priorities? It is measurable? Is it realistic? It is proportionate? Is there a definable end point?
- Are there sufficient resources and capabilities to deliver the partnership response?
- Who will provide leadership for delivering each part of the response?

3. Strategy

Detailed below are the strategy, parameters and success measures set by the SLP Strategy Board in respect of each of our statutory areas of responsibility. Core Priority Groups (the delivery arm of the SLP; there is a Core Priority Group for each statutory area made up of multi-agency representation) have responsibility for drawing up and implementing a delivery plan, progress of which is reviewed by the Strategy Board on a quarterly basis.

Crime and Disorder

Focus: *Digitally Enabled Fraud and Identify Theft*

Strategy: *Reduce victimisation through targeted prevention work.*

Parameters: *Implement a range of targeted options taking account the victim demographics and deprivation location as informed by the evidence base.*

What will success look like: *delivery of identified prevention activity and increased awareness.*

Anti-Social Behaviour

Focus: *Neighbourhood Anti-Social Behaviour*

Strategy: *Targeted prevention work based on evidence, problem solving options for complex and longer-term neighbourhood Anti-Social behaviour.*

Parameters: *Completion of prevention work, and clarity of options/potential alternative options for complex disputes.*

What will success look like: *Increased awareness for both professionals and communities, resolution of neighbourhood anti-social behaviour in a timely manner and a decrease in severe cases including a reduction in the number of cases that escalate.*

Reducing Reoffending

Focus: *Integrated Offender Management, Women's Strategy and Transition*

Strategy: *Provide alternatives to Criminal Justice for those in transition years, with appropriate support and diversion and link with the Integrated Offender Management Strategy*

Parameters: *Focus to be on female offenders and those in transition years 18 – 25, linking as appropriate to the Integrated Offender Management scheme.*

What will success look like: *Reduction in repeat offending in female and transition years, utilise the Integrated Offender Management performance framework.*

Substance Misuse

Strategy: *Reduce drug and alcohol related harm through a comprehensive package of prevention and treatment activity.*

Parameters: Focus on early prevention in areas of greatest deprivation, ensure sufficient support services are available in those areas and work holistically with partners to achieve a positive outcome for individuals, families and communities.

What will success look like: Fewer people will use drugs and experience harm from alcohol use, and services will be in place to support behaviour change in those people who need specialist treatment to overcome harmful drinking or drug use.

4. New Duty: Serious Violence

Following public consultation in July 2019, the Government announced that it would bring forward legislation introducing a new serious violence duty on public bodies which will ensure relevant services work together to share data and knowledge and allow them to target their interventions to prevent serious violence altogether.

The Government also announced that it would amend the Crime and Disorder Act 1998 to ensure that serious violence is an explicit priority for Community Safety Partnerships (known as the SLP in Lincolnshire) by making sure they have a strategy in place to tackle violent crime.

The Duty requires specified authorities to identify the kinds of serious violence that occur in their area, the causes of that violence (so far as it is possible to do so), and to prepare and implement a strategy for preventing and reducing serious violence in the area.

The Duty requires the following specified authorities to work together, and to consult educational, prison and youth custody authorities for the area in the preparation of their strategy:

- Police
- Probation Services
- Youth Offending Teams
- Fire and Rescue Services
- Clinical Commissioning Groups
- District councils
- County Councils

Although the Duty was not due to come into force until January 2023, partners were keen to respond proactively and to that end, with funding from Lincolnshire's Police & Crime Commissioner, a Violence Reduction Strategic Needs Assessment was undertaken.

It was also agreed that a Serious Violence Core Priority Group would be established. In recognition of the Community Safety Partnerships wider remit in relation to community safety, and that many issues concerning violent crime can be interrelated, this will help to ensure that individual strategies (such as domestic abuse and substance misuse) are aligned without being duplicative. Membership of the group is being developed and will comprise the statutory partners who have a responsibility under the serious violence duty. The first meeting was held mid-August 2022 to share with attendees the assessment and

to commence discussions in respect of the strategy development. The second meeting was an opportunity for attendees to review a draft strategy. A dedicated Serious Violence Co-Ordinator has now been appointed; their primary focus currently is continuing work on the development of the strategy. The governments requirement is that the strategy be in place by 31st January 2024; in Lincolnshire we will be well ahead of this deadline.

5. Domestic Homicide Reviews

As outlined in section 1, one of the statutory duties for the partnership is to commission Domestic Homicide Reviews (DHRs) on appropriate notification from the Police. Given the introduction of the Lincolnshire Domestic Abuse Partnership, resulting from the Domestic Abuse Act 2021, the SLP has delegated DHRs to that partnership. To ensure, however, that the SLP fulfils its responsibilities, an assurance framework has been agreed. This will see the SLP receive a bi-annual report from the Domestic Abuse Partnership which will include a brief overview of how the statutory duties are being met, update on any identified themes/trends and associated response, progress towards completion of actions plans and assurances around finances.

6. Dashboard

In line with the agreed principles of the partnership, namely, to remain evidence based, proactive and monitor performance, the Safer Communities Analysts have been developing dashboards. The dashboard for the Reducing Reoffending area of business is complete and has been utilised to good affect by the Core Priority Group. Having received a demonstration of the dashboard at the last Strategy Board, members of the partnership were incredibly impressed and keen to see this approach developed across all areas of business. This does form part of the workplan for the Analytical team in 2023, though progress will be impeded by the current lack of capacity (recruitment pending).

7. Finances

Over the course of the last year, the SLP has been reviewing the financial contributions it receives from partners. Contributions are currently received in contribution to co-ordination, Domestic Homicide Reviews, Domestic Abuse management and ECINS (partnership case management system). The current arrangements and amounts are historic in nature, hence the partnership taking the opportunity to revisit the financial demands on the partnership. A case has also been made to receive monies to enhance capacity within the analytical team. In the main, partners have been supportive, and a number have submitted business cases within their respective organisations to secure additional funds.

8. Communications

The SLP have now established a quarterly newsletter. This provides an opportunity to promote the activity of the partnership as well as signpost services to members of the public. The SLP have also engaged in joint publicity campaigns alongside the Lincolnshire Domestic Abuse Partnership, Lincolnshire Safeguarding Adults Board and the Lincolnshire

Safeguarding Children Partnership. Those four partnerships/boards are also in the process of establishing a joint Twitter account; seeking to maximise the reach and impact of messages whilst also reducing duplication. For the first time in a number of years, the SLP had a presence at the Lincolnshire Show in 2022. Preparations are currently underway for attendance in 2023 alongside exploring other opportunities for the SLP to engage with the public.

9. Support to the Partnership by Lincolnshire County Council

Lincolnshire County Council provides administrative support, analytical resource, management and the majority of the co-ordination of the SLP structure, as well as taking an active role in each of the meetings; either as Chair/vice Chair or group member. The Community Safety Service also carries out a range of other functions that supports the work of the SLP, including contribution to procurement and contract management (e.g., the ECINS case management system).

10. Conclusion

As demonstrated above, the SLP has invested heavily over the last year to ensure that all the conditions are in place to ensure that the partnership is able to perform effectively against its statutory duties, and for the benefit of residents of, and those visiting, Lincolnshire. The SLP is in a strong position to continue to deliver against its identified strategy going forward.

11. Consultation

a) Risks and Impact Analysis

N/A.

12. 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 Claire Seabourne, Safer Lincolnshire Partnership Business Manager who can be contacted on 07733 301317 or claire.seabourne@lincolnshire.gov.uk.