



LONDON FIRE BRIGADE

Decision title

Transparency – information / data published

Recommendation by
Chief Information Officer

Decision Number
LFC-0016-D

NOT PROTECTIVELY MARKED

Summary

LFC-0016 outlines the information published by the London Fire Commissioner (LFC) to provide clarity and reassurance that the LFC is no less transparent than the former London Fire and Emergency Planning Authority.

Decision

The London Fire Commissioner receives the report.

Dany Cotton QFSM
London Fire Commissioner

Date **22-05-2018**

Access to Information – Contact Officer

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LONDON FIRE BRIGADE

Report title

Transparency – information/data published

Report to

Commissioner's Board

Date

9 May 2018

Report by

Chief Information Officer

Report number

LFC-0016

NO PROTECTIVE MARKING

Summary

This report outlines the information published by the London Fire Commissioner (LFC) to provide clarity and reassurance that the LFC is no less transparent than the former London Fire and Emergency Planning Authority (LFEPA).

Recommendations

The Board notes the information that is published as set out in the appendix.

Background

1. With the new governance arrangements, which came into effect on 1 April 2018, the LFC needs to be able to demonstrate that they will be no less transparent than LFEPA.
2. In advance of the governance changes, London Assembly members, like Susan Hall AM, the new Chair of the Fire, Resilience and Emergency Planning Committee, sought assurances about transparency and information to be published by the LFC (London Assembly meeting in February 2018). The Mayor's Governance Direction 2018 to the London Fire Commissioner (dated 21 March 2018) clearly sets out "... *the Mayor's and the London Assembly's stated desire to retain transparency as a priority for the new organisation*".

Schedule of information published

3. The appendix to this paper is a schedule of information that is published by the LFC on or around 1 April 2018. It explains the basis on which information is published and the frequency of publication/updating. All the information is available via the transparency page on the LFB and/or on the London Datastore.
4. I can confirm that there is no less transparency, in terms of what the LFC will publish, compared to the information published under the LFEPA. Aside from the decisions of the LFC, which are currently published on the website, I understand that a range of 'performance' and 'for information' papers to the Commissioner's Board (CB) will also be published on the website (which would be in line with the ICO's model FOIA publication scheme). This move will ensure

that a wide range of information items reported to LFEPA committees, and which will now go to CB, will be put in the public domain.

Further consideration of openness/transparency issues

5. There are a range of wider openness/transparency issues that the Board need to consider, and where a decision of the LFC may be required, including agreement to an openness and transparency statement as required by the Mayor's March 2018 direction. These will be subject to a further report.
6. This includes work, in response to a Mayoral commitment, to ensure that GLA group bodies, including the LFC, are compliant with the UK Statistics Authority (UKSA) Code of Practice for Statistics for the production of 'official statistics'. It is worth noting that data products identified as 'official statistics' (identified in the appendix) and produced in accordance with the Code, are unlikely to be able to be pre-released widely (including to the Deputy Mayor or Members of the Commissioner's Board).

Finance comments

7. The chief finance officer has reviewed this report and has no comments.

Workforce comments

8. No workforce consultations are proposed on this report.

Legal comments

9. The Local Government Transparency Code 2015 now applies to the London Fire Commissioner by virtue of an amendment by the Policing and Crime Act 2017 to the Local Government, Planning and Land Act 1980, under which the Code is issued by the Secretary of State.

Sustainability implications

10. There are no specific sustainability implications related to the continued publication of a wide range of information about the Brigade and its services. Sustainability data will feature as part of the continued publication of the quarterly performance digest (to the extent that there are sustainability related performance indicators), and also as part of the quarterly Abstract of LFB Statistics, which will contain a range of sustainability related data.

Equalities implications

11. There are no specific equalities implications arising from this report and the continued publication of information about the Brigade and its services. Diversity data will feature as part of the continued publication of the quarterly Corporate Performance Digest (to the extent that there are diversity performance indicators), and as part of the quarterly Abstract of LFB Statistics, which will contain a wide range of diversity related data, including data published as part of the six monthly human resources digest submitted to the former LFEPA Resources Committee.

Appendix to this report:

Information published by the London Fire Commissioner

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Information published by the London Fire Commissioner

Data published voluntarily reflects LFB's commitment to openness and transparency. Some data sets are published to meet frequent FOIA requests for the data; some data was originally published as part of London Safety Plan consultations.

Key:

AAR = Accounts and Audit Regulations 2015

ESIA = Environment and Safety Information Act 1988

EA = Equality Act 2010

FOIA = FOIA Publication Scheme

FRSNF = FRS national framework

LA = London Assembly request

LAAA = Local Audit and Accountability Act 2014

LGA = Local Government Act 1972¹

LGTC = Local Government Transparency Code 2015

LocA = Localism Act 2011

Mayor = specific Mayoral request

SoG = LFC Scheme of Governance

CIPFA = CIPFA relevant code of practice

UKSAC = UKSA Code of Practice for Statistics

¹ Largely record keeping (custody of documents and notices) provisions (S224-S234)

| Information published | Description | Reason for publication | Updating frequency |
|--|--|------------------------|-----------------------|
| Governance, including decisions | | | |
| London Fire Commissioner's decisions <i>[from 1 April 2018]</i> | Decisions by the LFC and background papers. | SoG | Weekly |
| LFEPa and committees – agendas, reports, minutes | Decisions by LFEPa and its committees, including reports for information, including all reports, agendas and minutes. | LGA 1972 | Historic ² |
| LFEPa Members' gifts, hospitality and expenses | Gifts, hospitality offered and accepted/declined by LFEPa members, plus expenses claimed by those members. | LGA | Historic |
| London Safety Plans (LSP) – six plans, including latest LSP from 2017 to 2021 agreed by LFEPa in March 2017. | The Integrated Risk Management Plans of LFEPa and LFC as required by the Fire and Rescue National Framework. | FRSNF | As required |
| Statement of Assurance | The Statement of Assurance as required by the Fire and Rescue National Framework. | FRSNF | Annually |
| Statement of Assurance 2016/17 – detailed supporting data | Detailed data at ward and borough level previously requested by LFEPa members to accompany the SoA. | Voluntary | Annually |
| Annual Governance Statement | Annual Governance Statement | AAR | Annually |
| FOIA publication scheme | Data/information we proactively publish in line with the ICO model publication scheme as required by the FOIA. | FOIA | Annually |
| FOIA disclosure log | A log of all FOIA requests and information provided, as recommended as good practice by the ICO, and as required (with search facility) by the Mayor in response to the last transparency review of the GLA group. | FOIA | Monthly |
| Policies and procedures (selection of non-sensitive) | As required by the ICO model publication scheme; as policies come up for review their protective marking status is assessed and published where appropriate. | FOIA | As required |

² Historic information/data sets are not updated.

| Information published | Description | Reason for publication | Updating frequency |
|--|---|-------------------------------|---------------------------|
| General information about the LFB (web content) | As required by the ICO model publication scheme. Includes addresses of fire stations, for example. | FOIA | As required |
| Standing orders, financial regulations | As required by the ICO model publication scheme, as part of the publication of policies and procedures. | FOIA | As required |
| Services and information we charge for | A specific policy published as part of the FOIA publication scheme. | FOIA | As required |
| Finance, spending and contracts | | | |
| Expenditure (payments) of £250 or more ³ | Details of all individual payments, excluding staff expenses, of £250 or more, with details like the relevant department and the payee. | LGTC | Monthly |
| Government procurement/credit card transactions | Spending via government procurement cards, not captured under the category above. | LGTC | Quarterly |
| Procurement information (list of contracts) ⁴ | List of live contracts in place of £10,000 or more, with length of contract, type of goods/services, estimated value. | LGTC | Quarterly |
| Purchase orders (between £5,000 and £10,000) ⁵ | The requirement to publish contracts is for anything of £5,000 or more, but LFC tendering threshold is £10,000, so the LGTC requires purchase order to be published to bridge the gap between £5,000 and £10,000. | LGTC | Quarterly |
| Counter fraud work, including the Fraud Response Plan and Counter Fraud Strategy and Whistleblowing policy | Requirement to publish details, including total number of employees undertaking investigations/prosecutions of fraud, number of professionally accredited counter fraud specialists, total amount spent by the authority on the investigation and prosecution of fraud, and total number of fraud cases investigated. | LGTC | Annually |

³ LGTC specifies payments over £500 published quarterly; GLA group bodies publish payments over £250 monthly.

⁴ Requirement is for all contracts over £5,000. We require tenders over £10,000 value, so we need to publish purchase orders between £5,000 and £10,000.

| Information published | Description | Reason for publication | Updating frequency |
|--|---|-------------------------------|---------------------------|
| LFEPA financial and performance reporting (from 2017/18) – LFC from 2018/19 | As part of the preparation for the 2018/19 budget, the Mayor asked all functional bodies to publish quarterly finance and performance monitoring reports during 2017/18. It is expected that this requirement will continue for LFC from 2018/19 although this could be met by the LFC Performance Report to Londoners (below). | Mayor | Quarterly |
| Statement of Accounts | A requirement to publish the annual statement of accounts. | AAR | Annually |
| Annual inspection of accounts (available during 30 working day inspection period) and public notice on audit close | The accounts must be available for inspection during a 30 working day period. Any citizen or journalist can ask to see any supporting documentation for transactions and ask questions. The account will be open from 1 June. | LAAA/AAR | Annually |
| External audit – Annual audit letter | Results of the annual audit by the external auditors. | LAAA/AAR | Annually |
| Treasury Management Strategy | Strategy outlining | CIPFA | Annually |
| Budget – submission to the Mayor (November) | Draft budget submission to the Mayor for the forthcoming year. | Mayor | Annually |
| Budget – final approved (March) | Agreed budget. | FOIA | Annually |
| Performance | | | |
| LFC Performance Report to Londoners – performance narrative and data tables | Details of all aspects of performance (finance, risks, key LSP indicators and commitments, etc.) published quarterly for financial year quarter. Can be the basis of reporting performance to the FREP Committee. | Voluntary | Quarterly |
| Corporate Performance Digest – data tables [From Q1 2018/19] | Data, including targets, for all performance indicators in the current London Safety Plan, includes four years historic data, in addition to the current year. | Voluntary | Quarterly |
| Assessment of Local Risk – postcode tool | A means by which citizens can see, at postcode level, the 'concerns' (what people are worried about), 'risks' (what actual risks the Brigade deals with) and 'controls' (what the Brigade does in response to risks) in their postcode area (based on ward data). | Voluntary | Annually |

| Information published | Description | Reason for publication | Updating frequency |
|---|--|-------------------------------|---------------------------|
| Our Performance – performance against LSP indicators – (since 2012/13) | Similar to the Corporate Performance Digest in format and content, but formatted as an annual end of year report. | Code | Annually |
| Fire safety enforcement notices, prohibition notices and alternations notices – public register | Details of all fire safety enforcement notices, prohibition and alternations issued by the Brigade. Searchable by address/borough, and has the details of what the Brigade requires to be done. | ESIA | As required |
| Health and Safety at Work etc Act 1974 (HASWA) Improvement Notices – public register | Details of enforcement of petroleum legislation under HASWA. Searchable by address/borough, and has the details of what the Brigade requires to be done. | HASWA | As required |
| Property | | | |
| Local authority land / premises [<i>published via GLA online database</i>] | Requirement to publish details of LFB land and property owned or leased, including location, size, etc. | LGTC | Annually |
| Low carbon generators (LFB buildings) | Low carbon generators fixed to LFB buildings; request from the London Assembly that all functional bodies publish this data. | LA | Annually |
| People | | | |
| Organisation chart (top three levels of the organisation) | Requirement to publish the top three levels of the organisation, including contact details, and job responsibilities/budget managed. | LGTC | As required |
| Organisation chart (detailed department levels) | FOIA publication scheme requirement (and voluntary under LGTC) to publish detailed organisational charts of the LFB. | FOIA | As required |
| Trade union facility time | Requirement to publish details of the time of LFB employees spend working for the Unions, and the names of the unions. | LGTC | Annually |
| Senior staff salaries (those earning over £50,000) | Requirement to publish the post titles, job responsibilities and pay range (in £5k bands) for anyone earning £50,000 or more. Matches information published in the annual accounts as totals. | LGTC | Annually |
| Pay multiple (as part of the Pay Policy Statement) | The multiple between the highest paid member of staff and the median for all staff. LGTC requirement is to publish on website, as the pay multiple must be included in the Pay Policy Statement. | LGTC | Annually |

| Information published | Description | Reason for publication | Updating frequency |
|---|--|------------------------|--------------------|
| LFB senior staff – gifts and hospitality register and expenses claimed | Gifts, hospitality and expenses claimed by LFB senior staff (heads of service and above). | Voluntary | Monthly |
| Gender Pay Gap <i>[published by GLA on behalf of functional bodies]</i> | Requirement to publish the gender pay gap. | EA | Annually |
| Employment monitoring data (Public Sector Equality Duty) | Requirement to publish employment data for LFB staff linked to the Public Sector Equality Duty. | EA ⁵ | Annually |
| Register of Officers pecuniary interests (available for inspection but restricted access) | Register (restricted) access of declared pecuniary interest of LFB staff at DAC/FRS F level and above. | Voluntary | Annually |
| Pay Policy Statement | Requirement to publish a statement which explains what our policies are on a range of issues relating to the pay of its workforce. | LocA | Annually |
| Data – official statistics | | | |
| Fire Facts – Fires in London <i>[2016 is current version; 2017 version in July 2018]</i> | Wide range of data about fires in London attended by the Brigade, includes narrative and data for historic time series, where fires start, cause of fires, casualties from fire, by borough, type of fire, seriousness of fire, etc. | UKSAC | Annually |
| Fire Facts – Incident response times <i>[2016 is current version; 2017 version June 2018]</i> | Wide range of data about pumping appliance response times across London for first, second and third pumping appliances arriving at incidents. Also includes details of control call pickup and handling times, crew turn out performance travel time to scene, etc., with narrative. | UKSAC | Annually |
| Fire Facts – Fire deaths in London ⁶ <i>[To be published in August 2018]</i> | NEW Wide range of data about fire deaths, including data previously published in the annual report to LFEPAC Strategy Committee. Will include the circumstances of the death, as pen portraits for key fires (as previously reported to the LFEPAC GPAC). | UKSAC | Annually |

⁵ Equality Act (Specific Duties) Regulations 2011

⁶ Includes data previously published as part of report to LFEPAC committee on accidental fire deaths in the home (annually), and fire death 'pen portraits' (six monthly)

| Information published | Description | Reason for publication | Updating frequency |
|---|--|-------------------------------|---------------------------|
| Abstract of LFB Statistics – wide range of LFB numbers covering incidents, prevention, protection, response, people, sustainability, etc. – data tables only [<i>From Q1 2018/19, published in August 2018</i>] | NEW Wide range of core statistics for the Brigade, include some data sets included in other documents (above), but also new data previously included in regular reports to LFEPA committee, including HR digest, health safety periodic reports, sustainability monitoring, etc. | UKSAC | Quarterly |
| Data – management information | | | |
| Incidents attended by LFB (since January 2009) – raw data | Raw data for every incident attended by LFB from January 2009 and updated monthly. Includes location of incidents by borough and ward, type of incident, etc. Has an infographic to help filter and download datasets. | Voluntary | Monthly |
| Pumping appliance mobilisations (since January 2009) – raw data | Raw data for every pumping appliance mobilisation to each incident in London including the callsign, station mobilised from, response time, etc. | Voluntary | Monthly |
| Incidents attended by calendar and financial year (since 2009) | This is data table of annual data for types of incidents (whole of service) attended by LFB by borough. | Voluntary | Annually |
| Bariatric incidents attended by LFB (since 2009) – raw data | Incidents where LFB attends to support LAS (usually) to remove a bariatric patient from their home to an ambulance. Published because of repeated FOIA requests. | Voluntary | Monthly |
| Animal rescue incidents attended by LFB (since 2009) – raw data | Incidents where LFB attends to rescue an animal, including the type of animal, borough, etc. Published because of repeated FOIA requests. | Voluntary | Monthly |
| Incidents attended by LFB, by type and year (since 2009) | This is a 'whole of service' incident breakdown by type of incident and sub-types, calendar and financial years. | Voluntary | Monthly |
| LFB fleet list | List of all LFB operational vehicles, including callsign and location. Published because of repeated FOIA requests. | Voluntary | Biannually |
| LFB mapping tool – incident types, plus appliance attendance times, by ward/borough | Tool to help people see LFB key data by map (borough and ward level). Includes major incident types, as well as first and second appliance attendance times. | Voluntary | Monthly |

| Information published | Description | Reason for publication | Updating frequency |
|---|---|------------------------|--------------------|
| Fires where the cause of ignition is 'white goods' – raw data (since 2009) | Data for fires where the cause of ignition is 'white goods'. Published because of repeated FOIA requests | Voluntary | Monthly |
| Home fire safety visits, summary data by financial year/Quarter and borough/station <i>[from April 2009]</i> | List of home fire safety visits carried out by year, including borough and ward location. | Voluntary | Quarterly |