

## Note of decisions taken and actions required

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**Title:** Fire Services Management Committee  
**Date and time:** Thursday 19 September 2013, 11.00am  
**Venue:** Westminster Suite Room 8.1

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### Attendance

Position	Councillor	Council
Chairman	Cllr Kay Hammond	Surrey CC
Vice chair	Cllr John Joyce	Cheshire FA
Deputy chair	Cllr Jeremy Hilton	Gloucestershire FRS
Deputy chair	Cllr Phil Howson	East Sussex FA
Members	Cllr Maurice Heaster OBE	London FEPA
	Cllr John Bell	Greater Manchester FRA
	Cllr David Topping	Cheshire FA
	Cllr Simon Spencer	Derbyshire FA
	Cllr John Edwards	West Midlands FRA
	Cllr Julie Young	Essex FRA
	Cllr Darrell Pulk	Nottinghamshire and City of Nottingham FA
	Cllr Roger Price	Hampshire CC
Substitutes	Cllr Rebecca Knox	Dorset FA
	Cllr Les Byrom CBE	Merseyside FRA
Apologies	Cllr Mark Healey	Devon & Somerset FRS
	Cllr Navin Shah	London FEPA
Observers:	Cllr Thomas Wright	Tyne and Wear FRA
	Cllr Mehboob Khan	West Yorkshire FA
Officers:	Helen Murray, Eamon Lally, Simon Pannell, Gill Gittins, Steve Service (all LGA)	

Item	Decisions and actions	Action by
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Councillor Kay Hammond welcomed Members to the meeting, including those newly appointed over the summer. She noted apologies for Cllrs Healey and Shah.

**1. Fire Services Management Committee membership and appointments to outside bodies 2013-14**

Members **noted** the **Board membership** and **calendar of meetings** as outlined in the paper.

Members highlighted the 16 May date as the Friday before local elections and requested that this meeting be moved to a later date.

Cllr Hammond asked for her apologies to be noted for the FSMC on 15 November and that Cllr Joyce would act as Chairman in her absence.

Officers tabled a revised **Terms of Reference** for the FSMC, taking into account changes in the representation and role of the committee. Members approved this with one amendment to the title of the “Chair of the Employers’ Organisation NJC” to become “Chair of the Employers’ Side of the NJC for LAFRS”. The final Terms of Reference is attached as **Appendix A**.

The appointments to **outside bodies** for 2013/14 were agreed as follows:

**Central Local Partnership Sub Group for Fire (new name TBC) - Cllrs Kay Hammond, John Joyce, Jeremy Hilton and Phil Howson**

Members asked if the name of this group could be changed as the current title did not effectively communicate the purpose of the group.

Members noted that this Group has not yet met to date and asked whether appointments should be deferred until it meets. However, Cllr Hammond said that part of this body’s role was to act as an emergency group should the need for one arise.

**Firefighters’ Pensions Committee - Cllr Maurice Heaster**

Cllr Heaster was agreed as the appropriate representative due to his role as Chair for the Employers’ Side of the NJC.

**Strategic Resilience Board - Cllrs Jeremy Hilton and Mark Healey**

3 members were nominated for the 2 places available on this Board: Cllrs Hilton, Healey and Byrom. A ballot was called to decide the outcome, with each Committee member eligible to vote for up to 2 nominations. The outcome of the ballot was as follows: Cllr Hilton: 9 votes, Cllr Healey: 9 votes, Cllr Byrom: 5 votes.

**Fire Service College Management Board - Cllr Kay Hammond**

**CFOA , RDS and Operational Training Working Group - Cllr Mark Healey**

**Fire Service College Stakeholder Board - Cllr John Edwards, Mr David Cartwright**

Cllr Joyce agreed that Cllr Edwards take his place on this Board. Cllr Joyce asked for it to be noted that the name of this Board had now changed to the "Customer Advisory Board".

**Executive Leadership Programme Board - Cllr Rebecca Knox**

**Joint Emergency Services Interoperability Programme Board - Cllr Kay Hammond**

**Emergency Services Mobile Communication Programme Steering Group - Cllr Rebecca Knox**

**Emergency Services Mobile Communication Programme Customer Group - Cllr Phil Howson**

**Arson Control Forum - Cllr Roger Price**

The appointments to **FSMC working groups for 2013/14** were agreed as follows:

**Sprinklers Campaign working group - Cllr John Edwards, Cllr Rebecca Knox, Cllr Simon Spencer, Cllr Dave Hanratty, Cllr Phil Howson**

While no formal timetable is currently in operation for this group, it was noted that it may wish to reconvene on an ad hoc basis.

**LGA Fire Conference 2014 working group - Cllrs Kay Hammond,  
John Joyce, Jeremy Hilton, Phil Howson, CFO Paul Fuller**

It was agreed that the first meeting of the Fire Conference 2014 working group should take place after the Fire Commission on 11 October.

**Action**

**Steve Service**

Officers to reschedule 16 May FSMC to take account of local elections.

**Eamon Lally**

2. Officers to talk to DCLG about new name for CLP Sub group for Fire.

**Priorities paper**

Members approved the priorities set out within the report, with a caveat that flexibility remained in the work schedule for any issues emerging over the course of the year. Members particularly highlighted the potential for a White Paper on the future of the fire service, expected later this year, to influence the FSMC's priorities going forward.

**Action**

**LGA officers**

Officers to take forward in line with members' comments.

3. **Industrial relations**

Gill Gittins, LGA Principal Negotiating Officer, gave a verbal update on the latest developments in industrial relations, including the threat of strike action on pensions. In response to a question on formal notice to employers required before strike action could take place, Gill said that at least 7 days prior notice had to be given.

Cllr Hammond asked members to comment on the alternative arrangements they had in place in their own areas in the event of strike action taking place. The following points were highlighted by members:

- In the event of strike action, Fire Authorities would provide cover but members made it clear that they could not provide a full service.
- The message was being communicated locally that any service during such a scenario would not be "business as usual" and the public would be encouraged not to call unless

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absolutely necessary.

- Enhanced safety in the home campaigns were being rolled out in advance of potential action.

Members considered the National Employer draft media statement on the strikes and asked about the authorisation process for the form of words. Gill said that the statement had been drawn up by officers and cleared through the political group offices as usual as far as LGA perspective was concerned. The LGA approach to media remained that this is a matter between Government and the FBU. Cllr Hammond emphasised that greater involvement of lead FSMC members alongside Workforce Board colleagues by the political groups was necessary in agreeing LGA statements that FSMC representatives could potentially be asked to comment upon by the press.

**Action**

FSMC lead members to agree final statement in consultation with LGA Officers.

**FSMC lead  
members / LGA  
officers**

LGA officers to feed back comments on approval process to political group offices.

**LGA officers**

**4. Chairman's Report**

The Chairman gave an update on work she had taken part in since the last committee.

Members expressed disappointment that the fire minister had not attended either the fire remembrance service or the funeral of firefighter Stephen Hunt.

Cllr Hammond commented that it was important FRS Chairs were kept informed about forthcoming events to ensure a strong presence from within the sector. She asked officers to communicate any relevant forthcoming dates via the fire bulletin.

**Action**

Officers to include key forthcoming engagements and events for Fire Chairs in future fire bulletins.

**LGA officers**

**5. Fire Services Management Committee update paper**

On the summary of the select committee hearing, Cllr Knox emphasised that 3 Fire and Rescue Services gave evidence along with the LGA. Members requested a full transcript of the evidence presented once this becomes available.

Members **noted** the report.

**Action**

LGA Officers to circulate full transcript of select committee evidence once finalised. Transcripts have not been uploaded yet but sessions can be listened to here:

<http://www.parliament.uk/business/committees/committees-a-z/commons-select/communities-and-local-government-committee/inquiries/parliament-2010/knight-review/oral-evidence/>

**6. Note of the last meeting - 19 July 2013**

Cllr Pulk asked for it to be noted that he attended the meeting on 19 July.

Members **noted** the minutes of the previous meeting.

**Date of Next Meeting:**

Friday, 15 November 2013 at 11.00am in Local Government House.

**Appendix A**

**Terms of Reference**

**Fire Services Management Committee**

The **Fire Services Management Committee** will report to the Safer & Stronger Communities Programme Board.

**Membership**

1. There shall be representation of each type of fire authority in England (Combined Fire Authorities, County Councils, Metropolitan and LFEPA) on the body together with the Chair of the Employers' Side of the NJC for LAFRS (appointed by the LGA as the majority group).
2. The LGA's political group offices will each appoint a fire spokesperson from the Members appointed to the **Fire Services Management Committee**.
3. The office holders of the Safer & Stronger Communities Programme Board (or a named substitute) may attend meetings of the **Fire Services Management Committee**.

**Role**

4. At the beginning of each corporate year, in consultation with and approval from the Safer & Stronger Communities Programme Board, the **Fire Services Management Committee** will agree a work programme for the coming year that is consistent with the objectives and priorities of the Board.
5. The role of the **Fire Services Management Committee** is to represent as an LGA body the views and concerns of the fire community, ensuring that local circumstances have a voice in the national context.
6. The **Fire Services Management Committee** will take the lead on behalf of the LGA on the future direction of the fire and rescue service and improvement within the sector.
7. The **Fire Services Management Committee** will take the lead on all other day-to-day issues (e.g. technical or operational matters) affecting fire authorities.
8. The **Fire Services Management Committee** will, as required, work with partners and stakeholders on fire issues.
9. Where issues have a clear impact on the broader agenda of the Safer & Stronger Communities Board or necessitate the setting of a new LGA policy the **Fire Services Management Committee** will make appropriate recommendations to the Board.
10. The **Fire Services Management Committee** will, from time to time, undertake work requested by the Safer & Stronger Communities Board.