

Fire Services Management Committee 2020/21: Terms of Reference, Membership and Appointments to Outside Bodies

Purpose of report

For information and approval.

Summary

This report sets out how the Fire Services Management Committee (FSMC) operates and how the LGA works to support the objectives and work of its member authorities.

Members are asked to note the Board's membership and agree their Terms of Reference and nominations to Outside Bodies for the 2020/21 year.

Recommendations

That the Fire Services Management Committee:

1. agrees its Terms of Reference (**Appendix A**);
2. formally notes the membership for 2020/21 (**Appendix B**);
3. notes the future meeting dates for 2020/21 (**Appendix C**);
4. agrees the Board's nominations to outside bodies (**Appendix D**);
5. considers whether to reappoint a diversity and inclusion champion.

Action

As directed by Members.

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Fire Services Management Committee 2020/21: Terms of Reference, Membership and Appointments to Outside Bodies

Background

1. The LGA's Boards seek to lead the agenda for local government on the key challenges and issues within their remit and support the overall objectives of the organisation as set out in the LGA's [Business Plan](#).
2. They take an active role in helping to shape the Association's business plan through extensive engagement with member authorities and oversight of the programmes of work that deliver these strategic priorities.

2020/21 Terms of reference, membership and future meeting dates

3. The FSMC's Terms of reference, membership and future meeting dates are set out at **Appendices A, B and C** for agreement and noting respectively.

FSMC Lead Members

4. The LGA seeks where possible to work on the basis of consensus across all four groups. The FSMC is politically balanced and led by the Chair and three Vice/Deputy Chairs, drawn from each of the four political groups. This grouping of members – known as Lead Members – meet in between Committee meetings, shape future meeting agendas, provide clearance on time sensitive matters, represent the Committee at external events, meetings and in the media, as well as engaging with the wider Committee to ensure your views are represented.
5. The Lead Members for 2020/21 are:
 - 5.1 Cllr Ian Stephens, Chair
 - 5.2 Ms Fiona Twycross AM, Vice-Chair
 - 5.3 Cllr Nick Chard, Deputy Chair
 - 5.4 Cllr Keith Aspden, Deputy Chair

The FSMC team

6. The Committee is supported by a cross cutting team of LGA officers, with Policy colleagues and designated Member Services Officer, being those which you are likely to have regular contact with.
7. The FSMC team supports the LGA's work on the Committee's priorities relating to fire services, and also a number of other discrete issues which are within the Committee's remit. The team works with Committee Members, the LGA press office and political groups to maintain local government's reputation on these issues in the media, directs our lobbying work (according to Members' steer) in conjunction with the Parliamentary

affairs team, and works collaboratively with other Boards across relevant cross cutting policy and improvement issues.

8. The team supports Members in person or by briefing when they represent the LGA on external speaking platforms or at Ministerial or Whitehall events. We will provide briefing notes and/or suggested speaking notes as required in advance of each engagement.
9. The team also participate in a number of officer working groups and programme boards, representing the sector's interests and putting forward the LGA's agreed policy positions.

Communications and Events

10. There are a number of internal and external communications channels available to help the FSMC promote the work it is doing and to seek views from our member authorities.
11. We also have a dedicated section on the LGA website, regular e-bulletins with a personal introduction from the Chair of the Committee, outside speaking engagements and interviews, advisory networks, features and news items in First magazine as well as twitter accounts which are used to keep in touch with our members.

Upcoming events:

- March 2021 – Virtual Annual Fire Conference – details tbc

FSMC outside body appointments

12. The LGA benefits from a wide network of member representatives on outside bodies across all boards. These appointments are reviewed on an annual basis across the Association to ensure that the aims and objectives of the outside bodies remain pertinent to the LGA and accurately reflect its priorities.
13. A list of the organisations to which the Committee is asked to appoint member representatives is attached at **Appendix D**. The Committee is asked to nominate the appointments for this meeting cycle which, as far as possible, are to be made in proportion with political representation across the LGA. As an LGA representative, Members appointed to these roles should speak for the Association, and not one particular political Group.
14. To maximise the value of attending regular or ad-hoc outside engagements, Members appointed to represent the LGA on an outside body are asked to provide regular feedback, either through the Committee meetings, or alternative mechanisms.

Diversity and Inclusion Champion

15. In January 2018 FSMC agreed to nominate a member champion for Diversity, and the appointment was considered by the Committee in September 2018. Fiona Twycross was nominated as the Committee's Diversity Champion for 2018/19, and that appointment was renewed in 2019/20.

16. As members are aware, HMICFRS have highlighted the need for further work around culture, equality, diversity and inclusion in fire and rescue services in the outcomes of their inspections and in their State of Fire & Rescue report published in January 2020.
17. The LGA has established a Fire Diversity and Inclusion Champion Network which met formally for the second time at LGA Fire Conference in March to agree the [terms of reference](#) and confirm the future ways of working for the Network. A new [webpage](#) to support the work of the Network has now been published on the LGA website. The Network has subsequently met on two further occasions.
18. Members are therefore asked to support the reappointment of Fiona Twycross as Diversity and Inclusion Champion for 2020/21.

Financial Implications

19. There are no substantial financial implications arising directly from this report. Reasonable travel and subsistence costs will be paid by the LGA for expenses incurred by a member appointee, whilst carrying out a representative role on an outside body on behalf of the LGA.

Appendix A: Terms of Reference: Fire Services Management Committee

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

Membership

1. There shall be representation of each type of fire authority in LGA membership in England (including Combined Fire Authorities, County Councils, Metropolitan, Police Fire and Crime Commissioners and Mayoral authorities) 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 Chair of **Fire Services Management Committee** will also Chair the LGA Fire Commission.
4. The office holders of the Safer & Stronger Communities Board (or a named substitute) may attend meetings of the **Fire Services Management Committee**.

Role

5. At the beginning of each corporate year, in consultation with and approval from the Safer & Stronger Communities 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.
6. 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.
7. 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.
8. 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.
9. The **Fire Services Management Committee** will, as required, work with partners and stakeholders on fire issues.
10. 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.
11. The **Fire Services Management Committee** will, from time to time, undertake work requested by the Safer & Stronger Communities Board.

Quorum

One third of the members, provided that representatives of at least 2 political groups represented on the body are present.

Political Composition

Conservative group:	5 members
Labour group:	5 members
Liberal Democrat group:	2 members
Independent group:	2 members

Substitute members from each political group may also be appointed.

Frequency per year

Meetings to be held five times per annum.

Reporting Accountabilities

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

Appendix B: Fire Services Management Committee Membership 2020/21

Councillor	Authority
Conservative (5)	
Cllr Nick Chard (Deputy Chairman)	Kent and Medway Fire and Rescue Authority
Cllr Eric Carter	Shropshire and Telford Fire and Rescue Authority
Cllr Mark Healey MBE	Devon and Somerset Fire and Rescue Authority
Roger Hirst	Essex Police Fire and Crime Commissioner
Cllr Rebecca Knox	Dorset and Wiltshire Fire and Rescue Authority
Substitutes	
Cllr David Cannon	Royal Berkshire Fire and Rescue Authority
Cllr David Norman MBE	Gloucestershire County Council
Cllr Colin Spence	Suffolk County Council
Labour (5)	
Ms Fiona Twycross AM (Vice Chair)	Greater London Authority
Cllr Les Byrom CBE	Merseyside Fire and Rescue Authority
Cllr Karen Kilgour	Tyne and Wear Fire and Rescue Authority
Cllr Nikki Hennessy	Lancashire Fire and Rescue Authority
Cllr Greg Brackenridge*	West Midlands Fire and Rescue Authority
Substitutes	
Cllr John Robinson JP	County Durham and Darlington Fire & Rescue Authority
Cllr Sian Timoney**	Bedfordshire Fire & Rescue Authority
Cllr Jane Hugo**	Lancashire Fire & Rescue Authority
Independent (2)	
Cllr Ian Stephens (Chair)	Isle of Wight Council
Cllr Cleo Lake	Avon Fire and Rescue Authority
Substitutes	
Cllr Frank Biederman	Devon & Somerset Fire & Rescue Authority
Liberal Democrat (2)	
Cllr Keith Aspden (Deputy Chair)	North Yorkshire Fire and Rescue Service
Cllr Carolyn Lambert	East Sussex Fire Authority

<i>Substitutes</i>	
Cllr Roger Price	Hampshire Fire & Rescue Authority

** - new substitute Committee member * - new full Committee member

Appendix C: Meeting dates 2020/21

DATE	TIME	Location
16 October 2020	11.00 – 13.00	Via Zoom
11 December 2020	11.00 – 13.00	Via Zoom
5 March 2021	11.00 – 13.00	tbc
21 May 2021	11.00 – 13.00	tbc
9 July 2021	11.00 – 13.00	tbc

Appendix D: Outside Body Appointments 2020-21

Outside Body	Background	Meetings this year?	Proposed Rep. for 2020/21
Outside bodies active during 2019-20			
Central Programme Office Strategic Engagement Forum Sadie Bryant - sbryant@ukfrs.com	The NFCC's CPO provides project and programme management to the NFCC to deliver national standards, doctrine and guidance. The Engagement Forum enables stakeholders to shape the CPO's work.	Yes	- Cllr Cleo Lake (Ind)
Central Programme Office: Community Risk Programme sub forum Sadie Bryant - sbryant@ukfrs.com	The programme aims to produce a set of standardised tools for the FRS to enable consistent identification, assessment and mitigation strategies for community risks. This will include new guidance on creating an IRMP.	Yes	- Cllr Nikki Hennessy
Central Programme Office Engagement Forum: People Aidan Bartley abartley@ukfrs.com	The CPO's people programme covers leadership.	Yes	- Cllr Roger Price (Lib Dem) - Sub. Cllr Carolyn Lambert (Lib Dem)
HMICFRS FRS Inspections - External Reference Group Danny Hayes – danny.hayes@homeoffice.gsi.gov.uk stephen.polly@hmicfrs.gov.uk Matthew.Walsh3@hmicfrs.gov.uk	HMICFRS established the External Reference Group to develop their proposals for an inspection regime for the fire and rescue service.	Yes	- Cllr Rebecca Knox (Con) - Cllr Keith Aspden (Lib Dem – sub Cllr Carolyn Lambert) - Fiona Twycross AM (Lab) - Cllr Ian Stephens

			(Ind)
Interoperability Board (JESIP) contact@jesip.org.uk	The Board oversees the work of the Joint Emergency Services Interoperability Programme (JESIP). This was established to address the recommendations and findings from a number of major incident reports and help the emergency services improve how they work together.	Yes, regularly	- Roger Hirst/Cllr Nick Chard (Con)
National Fire Chiefs Council Executive Leadership Programme Board Katrena Dent - KDent@humbersidfire.gov.uk	Oversees the Executive Leadership Programme	Yes	- Cllr Rebecca Knox (Con)
Fire Standards Board Sadie Bryant - sbryant@ukfrs.com	The Board provides national coordination of professional standards across the fire and rescue service, overseeing the identification, development, approval and maintenance of professional standards.	Yes, regularly	- Cllr Nick Chard (Con)
Senior Sector Group Warren Hallett - Warren.Hallett@homeoffice.gov.uk	The Group is chaired by the Home Office and includes LGA and NFCC representation. It was established to support Home Office preparations for the Spending Review. The Home Office proposes it continues to meet.	Yes, for Spending Review	- Cllr Ian Stephens (Ind) - Cllr Nick Chard (Con) - Cllr Keith Aspden (Lib Dem – sub Cllr Carolyn Lambert) - Roger Hirst (Con) - Fiona Twycross AM (Lab)
Strategic Resilience Board	The Board aims to deliver a sector-led approach to	Yes	- Cllr Cleo Lake

Hazel Pearce – hazel.pearce@homeoffice.gsi.gov.uk	sustaining New Dimension capabilities into the future through establishment of an assurance framework and body managed by NFCC through the FRS National Resilience Board.		(Ind) - Cllr Les Byrom CBE (Lab)
Fire Service College Engagement Forum Jane Thomas – jthomas@fireservicecollege.ac.uk	The Fire Service College is responsible for providing leadership, management and advanced operational training courses for senior fire officers from the UK and foreign fire authorities. The Forum ensures stakeholder involvement in the activities of the College.	It hasn't met in 2019/20 but meetings are currently being arranged for 2020/21.	- Roger Hirst (Con) - Cllr Greg Brackenridge (Lab)
Outside bodies that did not meet in 2019/20			
			Rep in 2019-20
Arson Prevention Forum ACC Andy Prophet - staff officer is Hayley.langmead@essex.pnn.police.uk	The Arson Prevention Forum is a partnership of stakeholders with a shared objective of achieving a sustained reduction in the number of deliberate fires and related deaths, injuries and property damage.	Forum now disbanded	Cllr Greg Brackenridge (Lab)
Central Programme Office Engagement Forum: Digital Sadie Bryant - sbryant@ukfrs.com	This looks at readying services for the digital future optimizing the developments from smart buildings, driverless vehicles and robotics for example.	Has not met yet. NFCC currently refreshing how it engages with stakeholders on this subject.	Eric Carter (Con)
On-call Steering Group nfccadminsUPPORT@nationalfirechiefs.org.uk	The Group meets to discuss work practices for retained duty systems and develop recommendations.	Disbanded. NFCC has launched a project looking at wider issues for duty systems which includes on-call.	- Cllr Mark Healey MBE (Con) - Cllr Karen Kilgour (Lab)

		Contacted Ann Millington and requested LGA involvement in replacement which she agreed.	
Emergency Service Collaboration Working Group Samantha Burton Sam.Burton@wmfs.net	Chaired by PCC Philip Seccombe, a regular forum encouraging greater collaboration between the emergency services; and overseeing an overall programme of work in order to establish a network of users and commission research.	<i>Didn't meet in 2019/20.</i> <i>Awaiting confirmation of future of group.</i>	<ul style="list-style-type: none"> - Cllr Eric Carter (Con) - Cllr John Robinson (Lab)