

## **Fire Services Management Committee 2021/22: 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 2021/22 year.

### **Recommendations**

That the Fire Services Management Committee:

1. agrees its Terms of Reference (**Appendix A**);
2. formally notes the membership for 2021/22 (**Appendix B**);
3. notes the future meeting dates for 2021/22 (**Appendix C**);
4. agrees the Board's nominations to outside bodies (**Appendix D**);

### **Action**

As directed by Members.

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## **Fire Services Management Committee 2021/22: 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.

### **2021/22 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 2021/22 are:
  - 5.1 Cllr Ian Stephens, Chair
  - 5.2 Dr Fiona Twycross, 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:**

12. March 2022 – Annual Fire Conference – details in separate agenda item.

### **FSMC outside body appointments**

13. 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.
14. 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.
15. 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.

### **Equalities Advocate**

16. 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 and 2020/21.

17. 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 reports.
18. The LGA has established a Fire Diversity and Inclusion Champion Network, chaired by Fiona Twycross, which meets regularly during the year. A new [webpage](#) to support the work of the Network has now been published on the LGA website.
19. In September 2020, the LGA's Executive Advisory Board asked each Board to identify a member to be an Equalities Advocate to raise the profile of any equalities issues within that Board's workstream. The advocates work together to coordinate the messaging across the organisation and report back to the Executive Advisory Board. Due to this cross-board work the decision was been made that these appointments should be politically-balanced. It was agreed by FSMC Lead Members that the logical course of action would be for the Committee's Diversity & Inclusion Champion to become the Equalities Advocate.
20. Members are asked to support the reappointment of Fiona Twycross as the FSMC Equalities Advocate for 2021/22.

### **Financial Implications**

21. 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 2021/22

<b>Councillor</b>	<b>Authority</b>
<b>Conservative (5)</b>	
Cllr Nick Chard (Deputy Chairman)	Kent and Medway Fire and Rescue Authority
Cllr Eric Carter	Shropshire and Wrekin 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
<b>Substitutes</b>	
Cllr Andy Crump**	Warwickshire County Council
Cllr David Norman MBE	Gloucestershire County Council
Cllr Linda Vijeh**	Somerset County Council
<b>Labour (5)</b>	
Ms Fiona Twycross AM (Vice Chair)	Greater London Authority
Cllr Carl Johnson*	Tyne & Wear Fire & Rescue Authority
Cllr Leigh Redman*	Devon & Somerset Fire & Rescue Authority
Cllr Nikki Hennessy	Lancashire Fire and Rescue Authority
Cllr Greg Brackenridge	West Midlands Fire and Rescue Authority
<b>Substitutes</b>	
Cllr Les Byrom CBE**	Merseyside Fire & Rescue Authority
Cllr Sian Timoney	Bedfordshire Fire & Rescue Authority
Cllr Jane Hugo	Lancashire Fire & Rescue Authority
<b>Independent (2)</b>	
Cllr Ian Stephens (Chair)	Isle of Wight Council
Cllr Frank Biederman*	Devon & Somerset Fire & Rescue Authority
<b>Substitutes</b>	
Cllr Luke Frost**	Cleveland Fire Authority
Cllr Nigel Smith**	North Wales Fire & Rescue Authority
<b>Liberal Democrat (2)</b>	
Cllr Keith Aspden (Deputy Chair)	North Yorkshire Fire and Rescue Service
Cllr Jeremy Hilton*	Gloucestershire County Council

<b><i>Substitutes</i></b>	
Cllr Roger Price	Hampshire Fire & Rescue Authority
Cllr Carolyn Lambert**	East Sussex Fire Authority

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



**Appendix C: Meeting dates 2021/22**

<b>DATE</b>	<b>TIME</b>	<b>Location</b>
15 October 2021	11.00 – 13.00	Hybrid
10 December 2021	11.00 – 13.00	Hybrid
March 2022 - tbc	tbc	In person at LGA Fire Conference - Gateshead
20 May 2022	11.00 – 13.00	Hybrid
8 July 2022	11.00 – 13.00	Hybrid

**Appendix D: Outside Body Appointments 2021-22**

<b>Outside Body</b>	<b>Background</b>	<b>Current Reps</b>	<b>Proposed Reps for 2021-22</b>
<p><b>Central Programme Office Strategic Engagement Forum</b> Sadie Bryant - sbryant@ukfrs.com</p>	<p>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.</p>	<ul style="list-style-type: none"> <li>- Cllr Cleo Lake (Ind)</li> </ul>	<ul style="list-style-type: none"> <li>- Cllr Frank Biederman (Ind)</li> </ul>
<p><b>Central Programme Office: Community Risk Programme sub forum</b> Sadie Bryant - sbryant@ukfrs.com</p>	<p>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.</p>	<ul style="list-style-type: none"> <li>- Cllr Nikki Hennessy (Lab)</li> </ul>	
<p><b>Central Programme Office Engagement Forum: People</b> Aidan Bartley abartley@ukfrs.com</p>	<p>The CPO's people programme covers leadership.</p>	<ul style="list-style-type: none"> <li>- Cllr Roger Price (Lib Dem)</li> <li>- Sub. Cllr Carolyn Lambert (Lib Dem)</li> </ul>	<ul style="list-style-type: none"> <li>- Cllr Roger Price (LD)</li> <li>- Sub. Cllr Jeremy Hilton (LD)</li> </ul>
<p><b>HMICFRS FRS Inspections - External Reference Group</b> Danny Hayes – danny.hayes@homeoffice.gsi.gov.uk <a href="mailto:Matthew.Walsh3@hmicfrs.gov.uk">Matthew.Walsh3@hmicfrs.gov.uk</a> <a href="mailto:Shpetim.Cama@hmicfrs.gov.uk">Shpetim.Cama@hmicfrs.gov.uk</a></p>	<p>HMICFRS established the External Reference Group to develop their proposals for an inspection regime for the fire and rescue service.</p>	<ul style="list-style-type: none"> <li>- Cllr Rebecca Knox (Con)</li> <li>- Cllr Keith Aspden (Lib Dem – sub Cllr Carolyn Lambert)</li> <li>- Fiona Twycross AM (Lab)</li> <li>- Cllr Ian Stephens</li> </ul>	<ul style="list-style-type: none"> <li>- Cllr Frank Biederman (Ind)</li> <li>- Cllr Keith Aspden (LD) sub Cllr Jeremy Hilton</li> </ul>

		(Ind)	
<p><b>Interoperability Board (JESIP)</b> contact@jesip.org.uk</p>	<p>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.</p>	<ul style="list-style-type: none"> <li>- Roger Hirst/Cllr Nick Chard (Con)</li> </ul>	
<p><b>National Fire Chiefs Council Executive Leadership Programme Board</b> Katrena Dent - KDent@humbersidefire.gov.uk</p>	<p>Oversees the Executive Leadership Programme</p>	<ul style="list-style-type: none"> <li>- Cllr Rebecca Knox (Con)</li> </ul>	
<p><b>Fire Standards Board</b> Sadie Bryant - sbryant@ukfrs.com</p>	<p>The Board provides national coordination of professional standards across the fire and rescue service, overseeing the identification, development, approval and maintenance of professional standards.</p>	<ul style="list-style-type: none"> <li>- Cllr Nick Chard (Con)</li> </ul>	
<p><b>Senior Sector Group</b> Warren Hallett - Warren.Hallett@homeoffice.gov.uk</p>	<p>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.</p>	<ul style="list-style-type: none"> <li>- Cllr Ian Stephens (Ind)</li> <li>- Cllr Nick Chard (Con)</li> <li>- Cllr Keith Aspden (Lib Dem – sub</li> <li>- Cllr Carolyn Lambert)</li> <li>- Roger Hirst (Con)</li> <li>- Fiona Twycross AM (Lab)</li> </ul>	<ul style="list-style-type: none"> <li>- Cllr Ian Stephens (Ind)</li> <li>- Cllr Keith Aspden (LD) sub</li> <li>- Cllr Jeremy Hilton</li> <li>-</li> </ul>

<p><b>Strategic Resilience Board</b></p> <p>Hazel Pearce – hazel.pearce@homeoffice.gsi.gov.uk</p>	<p>The Board aims to deliver a sector-led approach to sustaining New Dimension capabilities into the future through establishment of an assurance framework and body managed by NFCC through the FRS National Resilience Board.</p>	<ul style="list-style-type: none"> <li>- Cllr Cleo Lake (Ind)</li> <li>- Cllr Les Byrom (Lab)</li> </ul>	<ul style="list-style-type: none"> <li>- Cllr Frank Biederman (Ind)</li> <li>- Cllr Les Byrom (Lab)</li> </ul>
<p><b>Fire Service College Engagement Forum</b></p> <p>Jane Thomas – jthomas@fireservicecollege.ac.uk</p>	<p>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.</p>	<ul style="list-style-type: none"> <li>- Roger Hirst (Con)</li> <li>- Cllr Greg Brackenridge (Lab)</li> </ul>	
<p><b>ESMCP – Fire Customer Group</b></p> <p>Ian Taylor</p>	<p>FCG is the Fire Sector’s strategic body singularly focussed on ESN and provides the link into wider NFCC governance through the FCG Chair and NFCC Operations Coordination Committee.</p>	<ul style="list-style-type: none"> <li>- Cllr Dave Norman</li> <li>- 1 Lab (not filled) therefore taken by Cllr Eric Cater</li> </ul>	<ul style="list-style-type: none"> <li>- Cllr Eric Carter (Con)</li> <li>-</li> </ul>