

Fire Services Management Committee 2022/23: 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 2022/23 year.

Recommendations

That the Fire Services Management Committee:

1. agrees its Terms of Reference (**Appendix A**);
2. formally notes the membership for 2022/23 (**Appendix B**);
3. notes the future meeting dates for 2022/23 (**Appendix C**);
4. agrees the Board's nominations to outside bodies (**Appendix D**);

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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.

2022/23 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 2022/23 are:
 - Cllr Frank Biederman, Chair
 - Cllr Keith Aspden, Vice-Chair
 - Cllr Rebecca Knox, Deputy Chair
 - Dr Fiona Twycross, 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 them 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 2023 – 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, 2020/21 and 2021/22.

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 has 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 2022/23.

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 2022/23

Councillor	Authority
Conservative (5)	
Cllr Rebecca Knox (Deputy Chairman)	Dorset & Wiltshire Fire & Rescue Authority
Cllr Nick Chard	Kent and Medway Fire & Rescue Authority
Cllr Eric Carter	Shropshire & Wrekin Fire & Rescue Authority
Cllr Mark Healey MBE	Devon and Somerset Fire & Rescue Authority
Roger Hirst	Essex Police Fire and Crime Commissioner
Substitutes	
Cllr Matt Dormer*	Worcestershire County Council
Cllr David Norman MBE	Gloucestershire County Council
Cllr Andy Crump	Warwickshire County Council
Labour (5)	
Dr Fiona Twycross (Deputy Chair)	Greater London Authority
Cllr Carl Johnson	Tyne & Wear Fire & Rescue Authority
Cllr Jane Hugo**	Lancashire Combined Fire Authority
Cllr Nikki Hennessy	Lancashire Combined Fire Authority
Cllr Greg Brackenridge	West Midlands Fire and Rescue Authority
Substitutes	
Cllr Les Byrom CBE	Merseyside Fire & Rescue Authority
Cllr Sian Goding	Bedfordshire Fire & Rescue Authority
Cllr Darren O'Donovan*	West Yorkshire Fire & Rescue Authority
Independent (2)	
Cllr Frank Biederman (Chair)	Devon & Somerset Fire & Rescue Authority
Cllr Luke Frost**	Cleveland Fire Authority
Substitutes	
Cllr John Shuttleworth*	County Durham & Darlington Fire & Rescue Authority
Cllr Nigel Smith	North Wales Fire & Rescue Authority
Liberal Democrat (2)	
Cllr Keith Aspden (Vice Chair)	City of York Council
Cllr Jeremy Hilton	Gloucestershire County Council

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

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

Appendix C: Meeting dates 2022/23

Fire Services Management Committee

DATE	TIME	Location
23 September 2022	11.00 – 13.00	Hybrid
9 December 2022	11.00 – 13.00	Hybrid
6 March 2023	16.00 – 18.00	In person at LGA Fire Conference
19 May 2023	11.00 – 13.00	Hybrid
7 July 2023	11.00 – 13.00	Hybrid

Fire Commission

DATE	TIME	Location
14 October 2022	11.00 – 13.00	Hybrid
9 June 2023	11.00 – 13.00	Hybrid