

For Publication

Bedfordshire Fire and Rescue Authority
6 June 2019
Item No. 12

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: MEMBER DEVELOPMENT

For further information on this Report contact: Nicky Upton
Democratic and Regulatory Services Supervisor
Tel No: 01234 845149

Background Papers: None

Implications (tick ✓):

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New		

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To consider arrangements for Fire and Rescue Authority Member development in 2019/20.

RECOMMENDATIONS:

That Members:

1. Consider arrangements for Member development in 2019/20;
 2. Nominate a Member to attend the LGA Fire Leadership Essentials Programme; and
 3. Consider representation to the Combined Fire Authorities' conference on 10 October 2019 at the DoubleTree by Hilton Hotel, Milton Keynes Dons Stadium.
-

1. Introduction

- 1.1 Two dedicated Members' Development Days have been included in the Fire and Rescue Authority's calendar for 2019/20; 2 July and 29 October 2019.
- 1.2 In addition, Members are to attend two Budget Workshops on 27 November 2019 and 16 January 2020 to review and consider the Budget for 2020/21. The workshops will also review the development of the Fire and Rescue Authority's Community Risk Management Plan (CRMP) and, on 16 January 2020, Members will review the Fire and Rescue Authority's effectiveness and action plan for 2020/21, which will feed into the Annual Governance Statement.
- 1.3 To complement these arrangements, and to provide an informal means of discussing any concerns with Station personnel, a programme of regular Members' visits to Fire Stations will be put in place.
- 1.4 A Combined Fire Authorities' conference is to be held at Milton Keynes Dons Stadium on 10 October 2019.
- 1.5 The LGA hosts a Fire Conference each March, the 2020 Conference date is yet to be confirmed.

2. Members' Development Day: 2 July 2019

- 2.1 A draft programme for the Members' Development Day on 2 July 2019 is noted at Appendix A to this report.

3. Members' Development Day: 29 October 2019

3.1 It is proposed that the programme for this Development Day will be considered on 2 July 2019

4. LGA Fire Leadership Essentials Programme: October 2019

4.1 The LGA will be providing a Fire Leadership Essential Programme for Fire Authority lead members on 26 June 2019 and 26-27 September 2019.

4.2 The main objectives of the programme will be to develop the nature of political leadership in fire and rescue authorities, ensure elected members are kept up to date on key strategic issues facing the sector, show how different leadership styles can assist in organisational change, and explore tools and techniques for working with communities, partners and the media.

4.3 The LGA provides fully subsidised places to fire and rescue authorities, and Bedfordshire Fire and Rescue Authority are invited to nominate a Member to attend the LGA Fire Leadership Essentials Programme.

5. Combined Fire Authorities Conference – 10 October 2019

5.1 A Combined Fire Authorities Conference will be held at the DoubleTree by Hilton Hotel, at the Milton Keynes Dons Stadium on 10 October 2019, to which Chairs and Chief Fire Officers are invited. However, in consideration of the Conference being held in Bucks, Members may wish to consider wider representation from this Authority.

6. Station Visits

6.1 At the Fire and Rescue Authority meeting on 10 February 2006 Members agreed to establish a programme of visits to fire stations to familiarise Members with different types of appliances or equipment, as well as providing an opportunity to talk to personnel and understand the different duty systems.

6.2 A programme of Members' visits to stations has been in place since 2006 to provide Members with:

- A greater awareness of the changing role of the Fire and Rescue Service from a local perspective;
- An understanding and appreciation of the impact of future planning and budget decisions; and

- An understanding, both strategically and locally, of the rationale behind integrated risk management.

6.3 A programme of station visits for 2019/20 is being developed.

7. Further Development

7.1 The range of development activities available to Members is noted at Appendix A to this report. Any additional items may be raised through Policy and Challenge Group/Audit and Standards Committee Work Plans or the Annual Review of the Fire and Rescue Authority's effectiveness.

**PAUL M FULLER CBE QFSM MStJ DL
CHIEF FIRE OFFICER**

APPENDIX A

MEMBERS' DEVELOPMENT DAY

**FIRE AND RESCUE SERVICE HEADQUARTERS
CONFERENCE ROOM: TUESDAY 2 JULY 2019**

Time	Event		Main Presenter(s)
10:00	Welcome Tea/Coffee		Chief Fire Officer (CFO) Paul Fuller
10:05	CFO Forum and Members Discussion	To consider main issues currently affecting Fire and Rescue Service (FRS): <ul style="list-style-type: none"> • Overview of FRS • FRA Structure and Terms of Reference • Service Structure • Members Handbook, including Code of Conduct and Standing Orders • Members Allowances 	CFO Paul Fuller Monitoring Officer John Atkinson
11:00	Community Risk Management Plan (CRMP)	An Overview of the 2019-23 CRMP and questions	Deputy Chief Fire Officer (DCFO) Andrew Hopkinson
12.00	Budget	An overview of the FRA's finances	Assistant Chief Officer (ACO) Gavin Chambers
12:20	Meet the Corporate Management Team followed by LUNCH		
13:15	Governance Review	Discussion on the outcome of the 2018/19 review and next steps	CFO Paul Fuller Monitoring Officer John Atkinson
14.45	TEA/COFFEE		
15.00	Visit to Control	To see the 999 Control operators in practice	CFO Paul Fuller DCFO Andrew Hopkinson ACO Gavin Chambers
16.00	Close	To reflect on the day and consider any future training/development requirements	CFO Paul Fuller

APPENDIX B

BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

IN-HOUSE MEMBER DEVELOPMENT CALENDAR 2019/20

DATE	SUBJECT	CONTENTS	COMMENT
June 2019 Prior to Annual Meeting on: 6 June 2019	Welcome letter to possible new Members (Members are nominated by the constituent Councils at their AGMs)	Details on Code of Conduct; Registration of Interests; Provisional Calendar of meetings and Audit and Standards Committee terms of reference	Legal requirement to register interests.
2 July 2019	Member Development Day No 1	Proposed Agenda to be discussed at June FRA meeting	
29 Oct 2019	Member Development Day No 2		Programme to reflect Member feedback
27 Nov 2019	Budget Workshop No1		To review the budget position and work towards the February Fire and Rescue Authority meeting which sets the Budget and Council Tax for the coming year. Review of CRMP
16 Jan 2020	Budget Workshop No2		To review the budget position and work towards the February Fire Authority meeting which sets the Budget and Precept for the coming year. Review of CRMP
16 Jan 2020	Review of Authority's Effectiveness		Facilitated meeting to review effectiveness and Action Plan for 2020/21
A programme of Station visits is being developed.			