

# **Lancashire Combined Fire Authority**

Meeting to be held on Monday 15 December 2025

## **Proposed Amendment to Strategy Group Terms of Reference**

(Appendix 1 Refers)

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### **Executive Summary**

The Authority last reviewed the terms of reference of the Strategy Group on 15 September 2025, where they were largely left the same, save for some minor amendments to reflect its expanding remit and officers' desire for visibility on operational decisions taken against a backdrop of growing financial constraints and therefore involving members responsible for good governance

Members are asked to consider some further minor additions to the Terms of Reference of the Strategy Group to reflect the need for confidentiality of those discussions, which is essential to maintain the efficacy and usefulness of the dialogues within the Group and the continued efficacy, efficiency and effectiveness of the Service and its changing needs and obligations.

### **Recommendation**

The Authority is asked to approve the additional two paragraphs added to the further revised terms of reference for the Strategy Group, as outlined in red at Appendix 1.

### **Information**

The Terms of Reference for the Strategy Group were last reviewed, at the Authority meeting on 15 September, further to an expansion of the remit of the Strategy Group as a discussion forum for ideas, not only from the Service but also to promote and encourage ideas from the Authority.

As part of a wider review of governance arrangements and structures and also following issues raised around confidentiality between elected members, by members in previous meetings, the Clerk to the Authority felt that clarity was needed to ensure that all parties were assured of their duties in relation to confidentiality.

Clarity was particularly necessary when attending meetings which are not lawfully constituted meetings, but where elected members are still bound by duties of confidentiality, and compliance with the Code of Conduct.

The additional paragraphs hopefully provide both clarity and assurances for members, given their obligations to constituent communities.

The proposed changes are marked in red.

### **Business Risk**

Governance arrangements form a key element of the control framework within which the Authority operates. The changes proposed are to protect and safeguard the free flow of dialogue between senior officers and members, without the risk that speculative proposals

which are not ultimately brought into operation are disclosed, potentially causing uncertainty or confusion in the service. This is also vital to maintain optimum efficacy, efficiency and effectiveness of LFRS operations.

**Environmental Impact**

None identified.

**Equality and Diversity Implications**

None identified.

**HR Implications**

None identified.

**Financial Implications**

None identified.

**Legal implications**

The proposal underpin the importance of compliance with the Authority's Code of Conduct for Members.

**Local Government (Access to Information) Act 1985****List of background papers**

Paper: Report to CFA 89/17 and Report to CFA 28-25/26

Dates: 23 April 2018, 15 September 2025.

Contact: Clerk and Monitoring Officer to the Authority

Reason for inclusion in Part 2 if appropriate: N/A