Women in the Fire Service

National Executive Committee Meeting

held on Tuesday 27th January 2026

Attending:

Directors: Jules King, Amy Beams

Executive: Jenny Nangle, Karen Pointer

Co-opted: Ceri Sumner, Nicky Thurston, Beth Barton

Regional Reps: Laura McHardy (Scotland), Olivier Crook (South West), Ellie Hayes (South East)

WFS: Kerry-Jane Cassidy (at the beginning to facilitate meeting opening and recording)

1. Apologies were received from:

Karla Stevenson Clare Amor, Hannah Lodder, Paige Williams, Anna Snelson, Dany Cotton, Nicola Lown and Emma Edward.

Jules King welcomed everyone to the first meeting of 2026, in particular Laura McHardy as it was her first meeting attendance of the NEC.

2. Notes from the last meeting:

The minutes of the meeting held on Thursday 27th November 2026 were received, and agreed as a true and accurate record.

3. Matters Arising

NFCC model policies

Nicky Thurston provided an update, the People Culture and leadership hub of the NFCC have completed a gap analysis and work is ongoing. Through the Lived Experience Advocacy forum WFS will be fully involved in the process and will be consulted with. **(Action can be closed)**

Amy from the NFCC – her last name is spelt KEIRL

Business plan

Business planning is ongoing and key part of a review of WFS that is currently being scoped out. As part of this a position statement to reflect on what we have completed in the last year with a look forward to the coming year will be produced. **(Action ongoing)**

Comms and Marketing action can be closed

Promote Women's development programme can be closed

CPD certificates for the event

Amy provided and update on the Greater Manchester workshop proposal that will provide delegates with an accredited qualification at the event, which is subject to a number of pre hours learning.

CPD certificates is something we are keen on providing for the TDE and have previously provided them for some workshops however had been challenging. Action for Amy and Jules to consider this moving forward and feed in to the Event Management Team.

4. WFS Gifts and Hospitality – declarations

There were no gifts or hospitality identified

5. Chair's Report: Presented by Jules King

Welcome to the first meeting of the NEC for 2026

The team have been working hard on our new website which is virtually complete and I am excited to see this go live very soon.

My thanks to the team - Karen and Kerry for their continued hard work and support. As I updated at the last meeting, we currently have no one in the Marketing and Communications role and Kerry has been keeping our social media account updated

It is great to see some plans for International Women's Day on 8th March - have a go days, training and development events and other virtual events, please be sure that you share these on social media and tag WFS into them.

This year's Training and Development Event in June will be 30 years since the very first event in 1996.

I wanted to update all on our awards, which after consideration we have decided to pause for 2026. With our reduced staffing and other commitments, it has not been possible to do everything and so the Directors took the decision to pause just for this year, and will certainly be back for 2027. There is a short statement on our website if you do get some questions from people.

Finally, I would like to thank all of you for all that you do for WFS which I know is on top of your busy daily lives, each and everyone of you really does make a difference.

6. Treasurer's report

The WFS Treasurer, Sara Slater sent apologies. JK presented the Financial Summary that had been previously circulated to NEC members.

Ceri Sumner asked if WFS have requested donations from organisations specifically with regard to contributing towards academic research, specifically relating to the Fire & Rescue Service.

Ceri will provide some further information from the Royal College of Surgeons to assist this conversation moving forward **(Action Ceri Sumner)**

There was a discussion about the funding opportunities that may exist within the Fire Research Fund.

7. Health & Safety

No health and safety matters were identified.

8. Marketing and Communications update:

Social media: Kerry is doing extra hours to cover social media to maintain a presence, and ensure at least one post a week goes out.

Newsletter: Hope to produce a newsletter in February so if anyone has any articles, please forward to Karen.

9. WFS Events update:

9.1 Women's Development Programme

First session of 1st Programme of the new collaboration with WDP started last Thursday, 22 January

17 delegates (30 places were on offer/minimum number required – 11)

Second programme will start 17 March, detail on the website and emails have gone out to individual/corporate members, NEC/LR, and promoted on social media.

Booking form opens at midday on 10 February (which allows time for services to select delegates and raise purchase order numbers)

9.2 Training and Development Event 5-7 June 2026

Majority of allocated tickets have now been accepted. Any not accepted by Thursday will be released for redistribution.

Workshops are finalised, hope to have these available to view on our website very soon.

Event Programme nearly finalised, just working on the Friday and Saturday evening schedules.

The office has held 3 online Q&A sessions for booking co-ordinators which went very well. We have just added an extra session for next week.

Booking registration – hope to open booking registration form soon and everyone will be advised on the date prior to it opening

An email request was sent out to NEC for 'purple shirt' volunteers with a deadline of last Friday, 23rd. We will update all by the end of this week on the WFS Team selection.

10. WFS Policies

The following policies were presented to and approved by the NEC.

- WFS Awards Policy
- WFS Health & Safety Policy
- WFS Gifts and Hospitality Policy
- WFS Equality and Diversity Policy

There was a discussion about the Gifts and Hospitality policy and a suggested addition to include a section that covers conflicts of interest. This was agreed, Jules to ensure this is included into the policy **(Action for Jules)**

11. Any Other Business

15. Date of Next Meeting

Wednesday, 15th April 2026.