

<p>Notes of the Policy Planning Forum</p>
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7th July 2008 at 10.00 am
at Fire Service Headquarters, Birmingham

Present: **Members of the Authority**

Councillors Chambers, Clinton, Douglas-Maul,
Delaney, Jones, O'Neill, Robinson, Ryder, S
Davis, Skinner, Spence, Turner and Ward.
Messrs Ager, Bagley and Topliss.

Officers: **West Midlands Fire Service**
Chief Fire Officer – F Sheehan;
Deputy Chief Fire Officer - V Randeniya
Assistant Chief Officers – A Brandon and J Brown.
M Griffiths.

Clerk to the Authority
N Sharma, S Phelps and S Hancock.

Treasurer to the Authority
L Bateman.

11/08 **Chief Fire Officer's Introduction**

The Chief Fire Officer circulated a CD ROM containing a number of key corporate documents that set out the Service's priorities for the next three years, its Annual Service Plan proposals for 2008/2009 and its Annual Report looking back at successes in 2007/2008. The documents were also available on the website, which was currently being re-developed and would be re-launched on 14th July 2008 to coincide with the move to the new headquarters.

Members were also given a brief guide to the Brigade's work on community safety and operational works.

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12/08 Induction on Authority Matters

The Clerk gave a short outline of the governance arrangements for the Authority for the benefit of new members. She reported that work was in hand to look West Midlands LGA Member Development Charter and consider its relevance for Fire Authority members.

13/08 Ethical Governance

The Chair of the Standards Committee and the Monitoring Officer addressed members on the importance of the ethical framework and the Code of Conduct, including recent changes to make the Code more effective and proportionate.

14/08 Financial Management Update

The Treasurer provided an overview of the current financial standing of the Authority.

(Meeting ended at 11.00 am)

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