

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

25 NOVEMBER 2013

1. **URGENT ACTION OF THE CHIEF FIRE OFFICER IN
CONSULTATION WITH THE CHAIR AND VICE-CHAIR**

Report of the Chief Fire Officer and the Clerk and Monitoring Officer

RECOMMENDED

THAT the report be noted.

2. **PURPOSE OF REPORT**

This report is submitted to inform the Authority of the urgent action taken by the Chief Fire Officer in consultation with the Chair and Vice-Chair in approving the attendance of members of the Authority at the Asian Fire Services Association Conference in Manchester on 31 October and 1 November 2013.

3. **BACKGROUND**

The members who attended (the Chair of the Authority and the Chair and Vice-Chair of the Scrutiny Committee) have specific responsibility for monitoring Equality and Diversity issues via Scrutiny Committee reporting within the organisation.

4. **EQUALITY IMPACT ASSESSMENT**

In preparing this report, an initial Equality Impact Assessment is not required and has not been carried out as the matters referred to do not represent a change in the policies or functions of the Authority.

5. **LEGAL IMPLICATIONS**

- 5.1 In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 the Authority is required to make and publish a scheme setting out provisions for the payment of allowances to Members of the Authority.

- 5.2 Regulation 8 of the Local Authorities (Members' Allowances) (England) Regulations 2003 states that such a scheme may provide for the payment of allowances in respect of travelling and subsistence undertaken in connection with or relating to such duties specified within the scheme (the scheme of approved duties).
- 5.3 The Authority at its Annual Meeting on 24 June 2013 approved the attendance of the Chair and Vice-Chair of the Authority at the LGA Annual Fire Conference and the LGA Annual Conference. The attendance of members at the Asian Fire Services Association Conference was not included in such approval. It is intended that this Conference will be added to all such future reports.
- 5.4 This matter was dealt with as a matter of urgency, in accordance with the process set out in paragraph 17 of the Authority's Procedural Standing Orders, because there was no meeting of the Authority scheduled prior to members' attendance at the event.

6. **FINANCIAL IMPLICATIONS**

Provision is included in the Authority's budget for costs associated with attendance at conferences and seminars and for members' travel and subsistence costs.

BACKGROUND PAPERS

None.

PHIL LOACH
CHIEF FIRE OFFICER

NEERAJ SHARMA
CLERK AND MONITORING
OFFICER