

<p><b>Notes of the Policy Planning Forum</b></p>
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**24<sup>th</sup> July, 2006 at 10.00 a.m.**  
**at the Fire Service Headquarters, Birmingham**

**Present:**        **Members of the Authority**

Councillors Alden, Bowen, Douglas-Maul,  
Eustace, Foster, Hinton, Hogarth, Hussain,  
Idrees, Jones, Rogers, Ross, Ryder, Singh,  
Spence, Stevenson, Tagger and Ward.  
Mr Topliss.

**Officers:**        **West Midlands Fire Service**

Chief Fire Officer – F Sheehan;  
Deputy Chief Officer – V. Randeniya;  
Assistant Chief Officers – A Brandon, J Brown,  
R Hulland and D Twedde;  
M Griffiths and A Rotchell.

**Clerk to the Authority**

S Phelps, S Hancock and G Wythes.

**Apologies:**        Councillors Birbeck, S Davis, Gazey, Jackson and  
Mulhall.

15/06    **Structure of the Brigade**

Members were informed that the West Midlands Local Government Association [WMLGA] had undertaken an independent review of the human resources function within the Authority, within a wider remit to look at the overall approach of the Authority to the management of people. This work had been commissioned following the 2005 Comprehensive Performance Assessment [CPA] where overall the Authority had been assessed as being a 'good performer', but two areas of the Authority, 'Performance Management' and 'Capacity People', had been assessed as level 2 [performing at only the minimum required level and performance is adequate].

The review clearly indicated a number of structural inefficiencies and relationship problems and resulted in some hard-hitting recommendations.

The Chief Fire Officer outlined the actions that had already been taken in response to the findings, which included a proposed new structure of the Corporate Management Team. A report was to be presented to the Executive Committee outlining the details of the actions taken and other action proposed. It was announced that M R Hulland, presently, Director of Training and Development, would be retiring in December 2006.

16/06 **Home Fire Safety Checks**

The Deputy Chief Fire Officer updated members on the data being collected in relation to Home Fire Safety Checks (HFSC) and gave an analysis by station of the types of issues emerging.

Forms had been revised to allow better collection and management of information and a call centre had been set up at Headquarters to manage appointments.

The Brigade had a target to complete 40,000 HFSCs in 2006/2007, which equated to two checks, per pump, per day. The Brigade currently employed four Community Advocates, funded by the Birmingham Fire Reduction Partnership, to promote the HFSC by engaging with the community in an attempt to reach targeted groups.

(Meeting ended at 11.20 a.m.)

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