

West Midlands Fire and Rescue Authority

Standards Committee

Induction Programme for Independent Members

Independent Members will be offered a one-to-one induction meeting with the Monitoring Officer and Chair of the Standards Committee to discuss the independent member role and to identify any particular training and development needs.

Independent Members will receive specific training with regard to the Authority's ethical framework including:

- Code of Conduct
- Functions of Standards Committees
- Local assessment regime

and will also be invited to take advantage of the Authority's wider member training programme.

Independent Members will be offered the opportunity to observe meetings of the Authority and its Committees, Panels and Forums.

Independent members will receive a tutorial on the Authority's Committee Management Information System which enables access to Authority minutes, agenda and reports and constitutional documents. As part of this induction meeting the member will also be directed to relevant documents such as the member/officer relations protocol and the confidential reporting policy [whistleblowing].

Independent Members will receive as part of their induction pack:

- a calendar of Authority meetings
- information about the Association of Independent Members of Standards Committees in England (AIMSEC)
- list of useful web sites
- information about claiming travel expenses
- information about making a statutory declaration of interests and the register of interests and the statutory undertaking to uphold the member code of conduct.