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**WEST MIDLANDS FIRE AND RESCUE AUTHORITY
FIRE AUTHORITY
WORK PROGRAMME 2025/26**

Date of Meeting	Item	Responsible Officer	Completed
2025			
29 September 2025	CFO/Chair Announcements	CFO/Chair	
	Public Questions [Maximum 20 minutes]	Interim Clerk	
	Minutes of the previous Fire Authority held on 16 June 2025 and 23 June 2025	Democratic Services Officer	
	Draft Fire Authority Work Plan 25/26	Democratic Services Officer	
	Corporate Governance Improvement Board Update	Independent Chair	
	Governance Improvement Scoping Papers for Discussion in line with agreed Governance Improvement Plan	Interim Clerk	
	Best Value Inspection	Chief Fire Officer	
	Coroner's Regulation 28 Letter	Interim Director of People	
	Pension Update	Scheme Manager (Chief Fire Officer)	

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	Service Delivery Model – Consultation	Chief Fire Officer/Will Doolan	
	Consultation Policy	Interim Clerk	
	Reappointment of Interim Clerk	Head of Strategy	
	SAW – Review	Head of Prevention	Withdrawn – updated at MEF
	Planned Procurement	Head of Procurement	
	Contract Awards	Head of Procurement	
	Finances Update	Head of Finance/ Procurement	
	Update Report from Audit and Risk Committee [to include consideration of TOR]	Interim Clerk/Chair of A&R	
	Update Report from Scrutiny Committee [to include consideration of TOR]	Interim Clerk/Chair of Scrutiny	
	Update report of Appointment, Standards and Appeals Committee [To include consideration of TOR]	Interim Clerk/Chair of ASAC	
	Brigade Manager Contracts [Private Item]	Interim Director of People	
24 November 2025	CFO/Chair Announcements	CFO/Chair	
	Public Questions [Maximum 20 minutes]	Interim Clerk	
	Corporate Governance Improvement Board Update	Chair of CGIB	

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	Governance Improvement Scoping Papers for Discussion in line with agreed Governance Improvement Plan [3 Reports – Executive Committee, Independent Chair/Co-Optees and Member Role Description, Strategic Core Tasks and Report format]	Interim Clerk/MO	
	Constitution Update in line with Governance Improvement Plan	Monitoring Officer and Interim Clerk	Verbal update – Chairs Announcements
	Statement of Assurance 2024/25	Chief Fire Officer/Chair of Authority	Deferred for consideration by A&R
	Member Officer Protocol Update	Interim Clerk/Monitoring Officer	Deferred
	Best Value Inspection Update	Chief Fire Officer	
	Analysis of Quarterly Performance Q1 and Q2 2025/26	Chief Fire Officer	
	Member Development Strategy	Interim Clerk	
	Finance Update	Interim Head of Finance/S151	
	Planned Procurement [Private]	Interim Head of Finance/S151	
	Appointment of S151 Officer	Interim Clerk/CFO	
	Member Allowance Review – Terms of Reference	Interim Clerk	

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	Membership of the Authority and Committees	DSO	
	Update Report from Audit and Risk Committee	Interim Clerk/Chair of A&R	
	Update Report from Scrutiny Committee	Interim Clerk/Chair of Scrutiny	
	Update Report from Appointments, Standards and Appeals Committee	DSO/Chair of ASAC	
	Conviction Notice		
	CRMP Consultation	CFO	
16 February 2026	CFO/Chair Announcements	CFO/Chair	
	Public Questions [Maximum 20 minutes]	Interim Clerk	
	Corporate Governance Improvement Board Update	Chair of CGIB	
	Budget / Precept	Interim Head of Finance/S151	
	Best Value Inspection Update	CFO	
	Constitution Update	Monitoring Officer and Interim Clerk	
	Update Report from Audit and Risk Committee	Interim Clerk/Chair of A&R	

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	Update Report from Scrutiny Committee	Interim Clerk/Chair of Scrutiny	
13 April 2026	CFO/Chair Announcements	CFO/Chair	
	Public Questions [Maximum 20 minutes]	Interim Clerk	
	Pension Update	CFO (Scheme Manager)	
	Best Value Inspection Update	CFO	
	Corporate Governance Improvement Board Update	Chair of CGIB	
	Update Report from Audit and Risk Committee	Interim Clerk/Chair of A&R	
	Update Report from Scrutiny Committee	Interim Clerk/Chair of Scrutiny	
29 June 2026	CFO/Chair Announcements	CFO/Chair	
	Public Questions [Maximum 20 minutes]	Interim Clerk	
	Corporate Governance Improvement Board Update	Chair of CGIB	
	Update Report from Audit and Risk Committee	Interim Clerk/Chair of A&R	
	Update Report from Scrutiny Committee	Interim Clerk/Chair of Scrutiny	

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