

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

14th February 2011

1. **URGENT ACTION ON ATTENDANCE AT A SEMINAR**

Report of the Chief Fire Officer and Clerk

RECOMMENDED

THAT the report be noted.

2. **PURPOSE OF REPORT**

This report is submitted to inform the Authority of an urgent action taken by the Chief Fire Officer in consultation with the Chairman and Vice Chairman of the Authority.

3. **BACKGROUND**

3.1 The Chief Fire Officer, in consultation with the Chairman and Vice Chairman of the Authority, has arranged for three members of the Authority to accompany officers on a seminar, organised by the Lancashire Fire and Rescue Service and the University of Central Lancashire, held on 6th January, 2011, entitled 'Project Managing a Change to Day Crewing Plus'. The seminar will assist understanding of service delivery issues which are being explored as part of the Building on Success Programme.

3.2 Approval has also been given to the attendance by these members at the seminar being treated as approved duty for the purpose of claiming travel and subsistence allowances.

3.3 This decision was taken as a matter of urgency as there has not been an opportunity to report this matter to the Executive Committee and decisions on approved duty are required in advance of the event under the Authority's Members Allowances Scheme.

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**

The Authority's Members' Allowances Scheme has been drawn up in accordance with the Local Authorities (Members Allowances) (England) Regulations 2003.

6. **FINANCIAL IMPLICATIONS**

Any costs involved will be met from existing budgets.

BACKGROUND PAPERS

Report of the Chief Fire Officer to the Chairman and Vice Chairman approved on 13th/14th December 2010.

VIJ RANDENIYA
CHIEF FIRE OFFICER

NEERAJ SHARMA
CLERK DESIGNATE