

## **GROUP MEETINGS NOTIFIED**

In the Council House, Birmingham: -

Labour	10.30 am	HMS Daring Room
Conservative	10.30 am	Committee Room 2
Liberal Democrat	10.30 am	Committee Room 6A

## **ANNUAL MEETING OF THE WEST MIDLANDS JOINT COMMITTEE**

**TO BE HELD IN COMMITTEE ROOMS 3 AND 4 IN THE COUNCIL HOUSE,  
BIRMINGHAM ON WEDNESDAY 25 JUNE 2014 AT 11.15AM**

## **A G E N D A**

### **1. ELECTION OF CHAIRMAN**

For the period ending with the Annual Meeting in 2015

### **2. ELECTION OF VICE-CHAIRMAN**

For the period ending with the Annual Meeting in 2015

### **3. APPOINTMENT OF SECRETARY**

To appoint Mark Rogers, CEX, Birmingham City Council as Secretary to the Committee following the retirement of Stephen Hughes, for the remaining one year term of office expiring with the Annual meeting in 2015.

### **4. APOLOGIES**

**Attached**

### **5. MINUTES**

To confirm the "Public" section of the Minutes of the previous meeting held on 29<sup>th</sup> January 2014.

**Attached**

### **6. GOVERNANCE REPORTS OF SECRETARY/LEAD MET.CHIEF EXECUTIVES**

#### **A. Nomination of Members to serve on West Midlands**

**Joint Committee 2014/2015** – Report of Secretary WMJC/Chief Executive, Birmingham CC

#### **B. West Midlands Police & Crime Panel Membership/Nominations -**

Report of Chief Executive, Dudley MBC/Lead CEX, WM Police & Crime Panel

- C. **Birmingham Airport Holdings Ltd: Board of Directors – District Nominations** - Report of Secretary WMJC/Airport Advisors
- D. **WMJC Nominations and Subscriptions to Other Bodies 2014/15 –**  
Report of Secretary WMJC/ Chief Executive, Birmingham CC

**Attached**      7.    **WEST MIDLANDS JOINT COMMITTEE 2013/14 OUTTURN AND ANNUAL RETURN**

Report of Secretary and Head of City Finance, Birmingham City Council

**Attached**      8.    **PREVENTING VIOLENCE TO VULNERABLE PEOPLE (PVVP) – UPDATE**

Report of Strategic Director PVVP

**Attached**      9.    **ESTABLISHMENT OF LOCAL ORGANISED CRIME PARTNERSHIP BOARD**

Report of Police Commissioner for the West Midlands

**Attached**      10.   **MINUTES/MATTERS OF INTEREST**

A.   **West Midlands Fire and Rescue Authority**

To receive and note a 6 monthly update report from the Chair of the Fire & Rescue Authority.

11.   **SUGGESTED DATES FOR MEETINGS IN 2014/2015**

The Committee is recommended to meet on the following dates at the Council House/Council House Extension, Birmingham (times to be confirmed):

**Thursday, 18 September 2014 (Council House Extension) – (Afternoon)**  
**Wednesday, 28 January 2015 – Budget Meeting (Council House)-**  
**(Morning)**  
**Wednesday, 18 March 2015 (Council House Extension)-(Morning)**  
**Wednesday, 24 June 2015 - Annual Meeting (Council House)-(Morning)**

12.   **EXCLUSION OF THE PUBLIC**

**CHAIRMAN TO MOVE:-**

"That in view of the nature of the business to be transacted, which includes the following exempt information, the public be now excluded from the meeting: -

**Title of Report etc**

**Description of  
Exempt Information**

(Part 1, Schedule 12A of the Local Government Act, 1972)

**1. MINUTES**

"Private" Minutes of the meeting held on 29<sup>th</sup> January 2014.

Paragraph 3

**2. BIRMINGHAM AIRPORT (FINANCE)  
PLC**

Report of District Advisers

Paragraph 3

**3. BIRMINGHAM AIRPORT – ACTION  
TAKEN BETWEEN MEETINGS**

Report of District Advisers

Paragraph 3

Contact Officer:  
Yvonne Ashford  
WMJC Secretariat  
Birmingham City Council  
Tel: 0121 303 2150  
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**ITEM 5**  
**MINUTES OF WEST MIDLANDS JOINT**  
**COMMITTEE HELD AT THE COUNCIL HOUSE,**  
**BIRMINGHAM ON WEDNESDAY, 29<sup>th</sup> JANUARY**  
**2014 AT 11.00AM**

**PRESENT:-**

**Birmingham**

Councillor I Ward (Substitute Voting Member)

**Coventry**

Councillor A Lucas (Voting Member)

Councillor J Blundell

**Dudley**

Councillor D Sparks (Voting Member)

**Sandwell**

Councillor D Cooper (Substitute Voting Member)

**Solihull**

Councillor K Meeson (Voting Member)

**Walsall**

-

**Wolverhampton**

Councillor R Lawrence (Voting Member)

**West Midlands Integrated Transport Authority**

Councillor J McNicholas (Chairman)

**West Midlands Fire and Rescue Authority**

Councillor John Edwards (Chairman)

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## **1. APOLOGIES**

1978 Apologies were submitted on behalf of the following: -

Councillor Sir A Bore - Birmingham  
Lord M Whitby – Birmingham  
Councillor P Townshend – Coventry  
Councillor D Sparks - Dudley  
Councillor P Lowe – Dudley  
Councillor S Eling – Sandwell  
Councillor M Hughes - Sandwell  
Councillor R Sleigh - Solihull  
Councillor I Hedley – Solihull  
Councillor M Bird - Walsall  
Councillor A J A Andrew - Walsall  
Councillor T Oliver - Walsall  
Councillor P Bilson – Wolverhampton  
Councillor N Patten – Wolverhampton

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## **2. MINUTES**

1979 The "public" section of the Minutes of the meeting held on 23<sup>rd</sup> October 2013, having been previously circulated, were confirmed as a correct record.

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## **3. PROVISIONAL JOINT AUTHORITY BUDGETS FOR 2014/15**

Members received a verbal update from the Chairman around outcomes of discussion with Leaders at their meeting on 13<sup>th</sup> December.

It was highlighted that budget setting will be subject to approval by the WMITA and WMF&RA at their meetings in February. Further that following consultation with the Police and Crime Panel, the Police Commissioner will publish the final budget report by 1<sup>st</sup> March.

The Chair of the Fire & Rescue Authority noted that guidance was awaited from Government in respect of criteria on precepts and the percentage to trigger a referenda and that this may have implications for the final settlement.

1980 **RESOLVED:-**

That the update be noted.

#### **4. CO-ORDINATED SERVICES & SHARED FACILITIES BUDGET 2014/15**

A report and appendices of the Secretary, Stephen Hughes was submitted outlining a number of services and facilities which are co-ordinated or shared by the West Midlands Joint Committee member authorities and which have a financial impact on their budgets. These include:

- West Midlands Joint Committee Budget - there are a number of activities which are jointly funded by the West Midlands Joint Committee.
- Other services and facilities which are funded by separate contributions from member authorities, namely:
  - Planning and Transportation - Joint Data Team
  - Pensions

1981

#### **RESOLVED:-**

- (a) Approved the West Midlands Joint Committee's 2014/15 Budget and consequential member Authority contributions, as set out in Section 3 and in Appendices A and B.
- (b) Noted the required member Authority contributions for the Joint Data Team (JDT) contract for 2014/15, set out in Section 4 and Appendix C.
- (c) Noted the member Authority contributions for the costs of pensions of former County Council employees, as set out in Section 5 and Appendix D.

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#### **5. WEST MIDLANDS JOINT COMMITTEE ANNUAL RISK ASSESSMENT STATEMENT**

A report and appendices of the Secretary, Stephen Hughes was submitted seeking the Committee's approval to the updated version of the Annual Risk Assessment Statement.

1982

#### **RESOLVED:-**

The Annual Risk Assessment statement noted and endorsed, together with actions taken to mitigate risks.

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6. **EXCLUSION OF THE PUBLIC**

1983

**RESOLVED:-**

That in view of the nature of the business to be transacted, which includes the following exempt information, the public be now excluded from the meeting: -

1. **MINUTES**

"Private" Minutes of the meeting held on  
23<sup>rd</sup> October 2013

Paragraph 3 (Part 1, Schedule  
12A of the Local Government  
Act, 1972)

2. **BIRMINGHAM AIRPORT – ACTION  
BETWEEN MEETINGS**

Paragraph 3 (Part 1, Schedule  
12A of the Local Government  
Act, 1972)

Report of District Advisors

**PRIVATE**

6.1 **MINUTES**

1984

**RESOLVED:-**

That the "Private" section of the Minutes of the meeting held on 23<sup>rd</sup> October 2013, insofar as they relate to that part of the meeting where the public were excluded, having been circulated, be confirmed as a correct record and the Minutes as a whole signed by the Chairman.

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6.2 **BIRMINGHAM AIRPORT – ACTION BETWEEN MEETINGS**

A report of the Airport Advisers was submitted.

1985

**RESOLVED:-**

Action taken under Section 5.4 of the Districts' Side Agreement as set out in paragraph 3 of the report in relation to Birmingham Airport re-gearing was noted.

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6.3 **AOB - BIRMINGHAM AIRPORT – REAPPOINTMENT OF CHAIRMAN**

1986

**RESOLVED:-**

Noted process In the Shareholders Agreement for the appointment and removal of Chairman is a Board super majority decision rather than a Shareholder Decision and not for Joint Committee to consider.

Noted that Leaders requested receipt of copy of decision papers.

This section of the meeting ended at 11.20 a.m.

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CHAIRMAN

## WEST MIDLANDS JOINT COMMITTEE – 25 JUNE 2014

Report of SecretaryNOMINATION OF MEMBERS TO SERVE ON  
WEST MIDLANDS JOINT COMMITTEE 2014/2015

For the information of the Committee, I set out below the nominations which have been received from the West Midlands District Councils for service on the West Midlands Joint Committee for 2014/2015.

BIRMINGHAM CITY COUNCIL

Councillor	A Bore	(L) (Voting)
"	I Ward	(L)
"	R Alden	(C)

SOLIHULL MBC

Councillor	R Sleigh	(C) (Voting)
"	I Courts	(C)
"	J Windmill	(LD)

COVENTRY CITY COUNCIL

Councillor	A Lucas	(L) (Voting)
"	P Townshend	(L)
"	J Blundell	(C)

WALSALL MBC

Councillor	TBA	(?) (Voting)
"	TBA	(?)
"	TBA	(?)

DUDLEY MBC

Councillor	D Sparks	(L) (Voting)
"	P Lowe	(L)
"	P Harley	(C)

WOLVERHAMPTON CITY COUNCIL

Councillor	R C Lawrence	(L) (Voting)
"	P Bilson	(L)
"	W Thompson	(C)

SANDWELL MBC

Councillor	D C Cooper	(L) (Voting)
"	S Eling	(L)
"	TBA	(?)

KEY:-

C = Conservative  
L = Labour  
LD = Liberal Democrat

RECOMMENDATION

That the nomination of Members from District Councils for service on the West Midlands Joint Committee for 2014/2015, as set out above be received and noted.

**MARK ROGERS**  
**SECRETARY**

Background documents: Correspondence with District Councils

Contact Officer: Yvonne Ashford  
Tel: (0121) 303 2150  
e-mail: Yvonne.Ashford@birmingham.gov.uk

# **REPORT TO WEST MIDLANDS JOINT COMMITTEE**

**25<sup>th</sup> June 2014**

## **West Midlands Police and Crime Panel Membership**

### **Introduction**

1. This report seeks the Joint Committee's confirmation of the elected Member appointments to the West Midlands Police and Crime Panel for 2014/15 and provides an overview of the Panel's work during 2013-14.

### **Background and Update on Work of the Panel 2013-14**

2. Established in November 2012 as part of the new governance arrangements for policing, the Panel has a dual role to both scrutinise and support the work of Bob Jones, Police and Crime Commissioner.
3. The Panel has the status of a joint committee of the seven West Midlands district councils. The Chief Executive of Dudley MBC acts as Lead Officer to the Panel on behalf of the authorities. Birmingham City Council is the host authority providing administrative and scrutiny support as well as managing the Panel's complaints policy.
4. The Panel has been chaired by Councillor Darren Cooper (Sandwell MBC). During 2013-14 the Panel held seven meetings at venues across the West Midlands region. The Panel undertook a number of statutory tasks and also developed its scrutiny approach by conducting scrutiny inquiries with a view to producing recommendations for the PCC to consider (further details in paragraphs 9 and 10 below).
5. Panel meetings have provided Members with the opportunity to question the PCC on a number of community safety and policing issues including the role of Police Community Support Officers, his Estates Strategy and use of police vehicles, policing and road safety, safeguarding and the commissioning of support services for victims.
6. The Panel has a duty to raise awareness of the Panel with key stakeholders, the public and media. It is looking at opportunities for further dialogue with the region's Overview and Scrutiny Committees and Community Safety Partnerships to help the Panel assess the impact of the PCC and his Police and Crime Plan, draw out issues to shape the Panel's work programme and also avoid any duplication of effort.
7. Panel meetings are held across the region and a public question time introduced. Whilst public attendance has been disappointing, two meetings were webcast and had over 200 live views plus a number of views from the archived recording.
8. The Panel also communicates via Twitter (@westmidspcp) and now has over 100 followers. Work is underway to develop a standalone website for the Panel to be launched shortly.

## 9. Statutory tasks 2013/14

- On 3 February 2014 reviewing the PCC's proposed policing precept for 2014/15 and budget. The Panel wrote to Brandon Lewis MP requesting earlier publication of the Referendums Relating to Council Tax Increases (Principles) for 2015/16.
- On 3 February 2014 commenting on proposed changes to the PCC's Police and Crime Plan. The Panel asked for greater focus in the Plan on crime solving and detection rates, more detail on children's safeguarding, and suggested the PCC develop a broader strategy for working with young people as victims and perpetrators.
- In June 2013 the Panel reviewed the PCC's annual report. The Panel will review the PCC's 2014 Annual Report in July 2014.
- Throughout the year the Panel has also dealt with a number of complaints submitted about the conduct of the PCC.

## 10. Scrutiny work 2013/14

- The Panel has examined a number of topics in greater detail through a focused and investigative debate by Members with key witnesses and produced recommendations for the PCC to consider.
- In June 2013 the scrutiny inquiry examining the PCC's role in safer travel across the region made recommendations about improving passenger safety on the West Midlands transport network, passenger perceptions and clarity within the proposed Joint Transport Plan.
- In November 2013 the scrutiny inquiry on a new police procurement strategy recommended wider consultation and suggested a checklist of procurement principles for the PCC to assess his new procurement strategy against. The Panel's approach has been highlighted nationally as an example of good practice in policy development.
- In January 2014 the Panel held a round table debate with the PCC, Community Safety Partnerships, the Probation Service and Ministry of Justice representatives to examine the PCC's role in the new rehabilitation landscape and determine what the Panel needs to do to support and hold the PCC to account in this area in the future.
- The Panel will this year examine integrated working to prevent violence against vulnerable people in the region, using female genital mutilation as a case study.

## Elected Member Appointments 2014/15

12. The Panel consists of twelve elected members appointed on an annual basis by the Authorities as follows:
- (a) One Member appointed by each of the following Councils, subject to that appointee being the Elected Mayor in the case of those Councils operating such a system of governance:  
  
Birmingham City Council  
Coventry City Council  
Dudley Metropolitan Borough Council  
Sandwell Metropolitan Borough Council  
Solihull Metropolitan Borough Council  
Walsall Metropolitan Borough Council  
Wolverhampton City Council
  - (b) Two further Members to be nominated by Birmingham City Council and appointed by the West Midlands Joint Committee.
  - (c) Two further Members to be jointly nominated by Dudley, Sandwell, Walsall Metropolitan Borough Councils and Wolverhampton City Council (via the Association of Black Country Authorities) and appointed by the West Midlands Joint Committee.
  - (d) One further Member to be jointly nominated by Coventry City Council and Solihull Metropolitan Borough Council and appointed by the West Midlands Joint Committee.
13. Appointments must be made with a view to ensuring the balanced appointment objective as required under Schedule 6, Section 31 of the Police and Social Responsibility Act 2011. The Home Office agreed to the appointment of two additional local authority members to achieve a politically balanced panel, making a total membership of 12 local authority members and 2 independent members. Taking into account the 2014 local election results the following political balance will apply to the Panel:
- |                   |   |
|-------------------|---|
| Labour            | 8 |
| Conservative      | 3 |
| Liberal Democrats | 1 |
14. Each district council is responsible for making its own individual appointment each with a named substitute. Appointments to the remaining 5 elected member places (and named substitutes) will be considered by the Joint Committee in line with the tables shown overleaf.
15. The publication of this report preceded the nominations by Walsall Council (18 June) and the Association of Black Country Authorities (20 June). Walsall's hung status means its Panel appointment will be unknown until its Leader is appointed. It is suggested that depending on the Walsall Council panel appointment, the political balance of the Panel will be achieved through the Association of Black Country Authorities nominations. Both scenarios are set out in the tables overleaf.

**Scenario A:** Membership principles if Walsall appoints a Labour panel member (and named substitute)

	<b>Local Authority individual appointments (7)</b>	<b>Places for confirmation at this meeting of the West Midlands Joint Committee (5)</b>	<b>Total (12)</b>
<b>Labour (8)</b>	<u>6 places</u>  Birmingham (1) Coventry (1) Dudley (1) Sandwell (1) Walsall (1) Wolverhampton (1)	<u>2 places</u>  Black Country Councils (1) to be nominated via the Association of Black Country Authorities  Coventry CC /Solihull MBC (1) to be nominated on an annual rotation basis – (Coventry to nominate 2014/15)	8
<b>Conservative (3)</b>	<u>1 places</u>  Solihull MBC (1)	<u>2 places</u>  Birmingham CC (1)  Black Country Councils (1) to be nominated via the Association of Black Country Authorities	3
<b>Liberal Democrats (1)</b>	-	<u>1 Place</u>  Birmingham CC (1)	1
<b>Total</b>	7	5	12

**Scenario B:** Membership principles if Walsall appoints a Conservative panel member (and named substitute)

	<b>Local Authority individual appointments (7)</b>	<b>Places for confirmation at this meeting of the West Midlands Joint Committee (5)</b>	<b>Total (12)</b>
<b>Labour (8)</b>	<u>5 places</u>  Birmingham (1) Coventry (1) Dudley (1) Sandwell (1) Wolverhampton (1)	<u>3 places</u>  Black Country Councils (2) to be nominated via the Association of Black Country Authorities  Coventry CC /Solihull MBC (1) to be nominated on an annual rotation basis – (Coventry to nominate 2014/15)	8
<b>Conservative (3)</b>	<u>2 places</u>  Solihull MBC (1) Walsall MBC (1)	<u>1 place</u>  Birmingham CC (1)	3
<b>Liberal Democrats (1)</b>	-	<u>1 Place</u>  Birmingham CC (1)	1
<b>Total</b>	7	5	12

## Nominations 2014/15

- 15 The following nominations have been received to date by the host authority. A verbal update will be given at the meeting.

Table A - Local authority nominations (7 places + named substitutes)

Political Group	District	Member	Named Substitute
Labour	Birmingham	Cllr Jess Phillips	Cllr James McKay
Labour	Coventry	Cllr Ann Lucas	Cllr Phil Townshend
Labour	Dudley	Cllr Dave Tyler	Cllr Derrick Hemingsley
Labour	Sandwell	Cllr Darren Cooper	Cllr Julie Webb
Conservative	Solihull	Cllr Bob Sleigh	Cllr Joe Tildesley
Labour or Conservative	Walsall	Cllr	Cllr
Labour	Wolverhampton	Cllr Elias Mattu	Cllr Roger Lawrence

**Table B - Appointments to be confirmed by the West Midlands Joint Committee**  
(5 places + named substitutes)

Political Group	District	Member	Named Substitute
Conservative	Birmingham	Cllr Guy Roberts	Cllr Peter Douglas Osborn
Lib Dem	Birmingham	Cllr Paul Tilsley	Cllr Ray Hassall
Labour	Coventry	Cllr Sucha Bains	Cllr David Welsh
Labour	ABCA	Cllr	Cllr
Labour or Conservative depending on Walsall appointment	ABCA	Cllr	Cllr

## Recommendation

16. That the Joint Committee confirms the appointment of the 5 additional members (with named substitutes) to the West Midlands Police and Crime Panel proposed in in Table 15B, to achieve the balanced appointment objectives set out in paragraph 12 above.

John Polychronakis

John Polychronakis  
Chief Executive, Dudley MBC

[john.polychronakis@dudley.gov.uk](mailto:john.polychronakis@dudley.gov.uk)

Tel: 01384 815200

**BIRMINGHAM AIRPORT HOLDINGS LTD: BOARD OF DIRECTORS**

**DISTRICT NOMINATIONS**

**1. Purpose of Report**

- 1.1 To appoint representative Directors to the Board of Birmingham Airport Holdings Limited for a two year term of office.

**2. Background**

- 2.1 The West Midlands Joint Committee is responsible under the terms of the Districts' Side Agreement, for the appointment of the Districts' Directors to the Board of Birmingham Airport Holdings Limited.
- 2.2 Each of the Districts other than Birmingham (which nominates four persons) nominates one person to the Joint Committee for appointment to the Board. Directors need not be Councillors. The Joint Committee is required to observe the wishes of each of the Districts in respect of each appointment and removal, and wherever practicable to appoint Directors for a period of two years.
- 2.3 The current term of office for each of the Districts' Directors expires with today's Annual Meeting of the Committee.

**3. Board Membership until 25 June 2014**

- 3.1 The Directors appointed for the term ending 25 June 2014 were as follows:

Councillor T Ali	Lab	- Birmingham
Councillor Sir A Bore	Lab	- Birmingham
Councillor P Tilsley	Lib Dem	- Birmingham
Paul Dransfield	Officer	- Birmingham
Councillor J McNicholas	Lab	- Coventry
Councillor H Bills	Lab	- Dudley
Councillor D C Cooper	Lab	- Sandwell
Councillor G E Richards	Con	- Solihull
Councillor M A Bird	Con	- Walsall
Councillor M Jaspal	Lab	- Wolverhampton

#### **4 Proposed appointments**

- 4.1 Each of the Districts are requested to nominate Directors to the Joint Committee for appointment to the Board of Birmingham Airport Holdings Ltd in line with Paragraph 2.2 above

## 5. Recommendation

- 5.1 That the Committee appoints representative Directors to the Board of Birmingham Airport Holdings Limited in accordance with the nominations received from District Councils for the two year term of office expiring with the Annual Meeting of the Committee in June 2016.

**Elaine Peach**  
**District adviser**

**Philip Tart**  
**District Adviser**

## WEST MIDLANDS JOINT COMMITTEE – 25 JUNE 2014

### Report of Secretary

#### WMJC NOMINATIONS AND SUBSCRIPTIONS TO OTHER BODIES 2014/2015

##### **Purpose of Report**

1. This report seeks the Joint Committee's confirmation of the elected Member appointments to three bodies outlined below and in some cases to agree an annual subscription for the financial year 2014/15 as outlined at paragraphs 8, 14 and 17 of this report.

##### **Bodies for Appointment/Subscription renewal**

##### **West Coast Rail 250 Campaign**

##### **Background**

2. West Coast Rail 250 is a campaign for the modernisation of the West Coast Main Line railway, which links directly London to Birmingham, Holyhead, Liverpool, Manchester and Glasgow. 39 local authorities and 22 other organisations along the West Coast Main Line (WCML) currently support the campaign. Membership enables local authorities to keep informed on the progress of the WCML upgrade and on many other matters relating to the policy and service issues on the line.
3. West Coast Rail 250 aims to take a strategic view of the rail transport needs of communities and commerce on the West Coast Main Line network, and specifically to
  - (i) campaign to improve all rail services and facilities in the West Coast Main Line corridor, including the provision of adequate capacity to provide for national, regional and local demands for high-speed long distance, commuter and local passenger services, and freight;
  - (ii) co-ordinate the interests of various sections of the route, and of local groups pursuing the interests of those areas;
  - (iii) represent the interests of the user community on the network to the various operators and agencies involved in the provision of services.
4. As a campaigning organisation, West Coast Rail 250 draws its members from a significant number of UK regions as well as Passenger Transport

Executives. This is beneficial to all members as acting in concert can often lend weight to the concerns of all members.

5. West Coast Rail 250 General Council meetings are generally held three times per year. The AGM is scheduled to take place on 16 October when future meeting dates for 2014/15 will be confirmed but these are expected to take place on 12 February, 18 June and 15 October 2015. These meetings are supplemented by additional officer group meetings.
6. Membership entitles the Committee to nominate one Councillor to represent the 7 West Midlands Metropolitan District Councils as well as a substitute member.

### **Subscription /Appointments**

7. The annual subscription is charged at a special joint rate with the WMITA of £1450 per annum.
8. At its Annual meeting on 13 June 2013, this Committee appointed Councillor Roger Lawrence – Wolverhampton City Council (or his substitute, Councillor Tahir Ali - Birmingham City Council) to serve on the West Coast Rail 250 Campaign General Council for the period ending with the Annual Meeting of this Committee 2014.

### **Recommendations**

- i) **That approval is given to continued membership of the West Coast Rail 250 Campaign for the financial year 2014/15 at a cost of £1450.**
- ii) **That Councillor.....be appointed to serve on the West Coast Rail 250 Campaign General Council and that Councillor .....be appointed as substitute Member for the period ending with the Annual Meeting of this Committee in 2015.**

### **Strategic Aviation Special Interest Group of the Local Government Association**

#### **Background**

9. The Strategic Aviation Special Interest Group of the LGA (SASIG). works for Local Authorities in a strategic manner on national aviation policy so as to reconcile economic, social and environmental issues in a sustainable way.

10. SASIG's objectives are:
- to promote the need for long-term, sustainable aviation policies that lead to a reduction in the environmental impact of aviation whilst securing appropriate social and economic benefits;
  - to increase understanding of the local and global impacts of aviation on the environment and communities;
  - to identify and promote the changes needed to move towards sustainable aviation practices within the industry and Government; and
  - to work with other organisations and the Government on the formulation of policy advice.
11. The Joint Committee maintains "block" membership of the Special Interest Group entitling the West Midlands to one voting place, together with a further nomination in an observer capacity. Substitutes can be nominated to attend and officers are permitted to act as substitutes.
12. Member are asked to attend three SASIG meetings a year. Meetings are held at 11am, Local Government House, Smith Square, SW1P 3HZ. The meeting dates for 2014/15 are 27 June 2014, 24 October 2014 and 6 March 2015.

### **Subscription/Appointments**

13. The Special Interest Group subscription for 2014/15 is £5,700.
14. At its Annual meeting on 12 June 2013, this Committee appointed Last year, Councillor D Cooper (Lab - Sandwell) was appointed as voting member and Councillor D Caunt (Cons - Dudley) was appointed as observer member.

### **Recommendations**

- i) **That approval be given to continued membership of the Strategic Aviation Special Interest Group of the Local Government Association for the current Municipal Year at an annual subscription rate of £5,700.**
- ii) **That Councillor..... (Voting member) and Councillor ..... (Observer member) be appointed to serve on the Strategic Aviation Special Interest Group for the period ending with the Annual Meeting of this Committee in 2015.**

**West Midlands Arts Trust****Background**

15. The Joint Committee annually appoints two representatives to serve on the Council of the West Midlands Arts Trust for a one year term of office. The Trust owns the premises at 82 Granville Street, Birmingham which were purchased and refurbished by the former West Midlands County Council, for use by West Midlands Arts. The Arts Trust Council normally holds a single meeting per year.

**Appointments**

16. The Committee is requested to appoint two representatives to serve on this body.
17. The 2013/14 appointees were Councillor I Ward (Lab – Birmingham) and Councillor S Trow (Lab- Sandwell).

**Recommendation**

i) That .....and.....be  
 appointed to serve as the representatives of this Committee on the  
 Council of West Midlands Arts Trust for the period ending with this  
 Committee's Annual Meeting in June 2015.

**MARK ROGERS**  
**SECRETARY**

Background documents: Correspondence outside bodies.

Contact Officer: Yvonne Ashford  
 Tel: (0121) 303 2150  
 e-mail: Yvonne.Ashford@birmingham.gov.uk

## **REPORT TO WEST MIDLANDS JOINT COMMITTEE – 25<sup>th</sup> JUNE 2014**

Report from Mark Rogers - Secretary to West Midlands Joint Committee, Chief Executive Birmingham City Council, (on behalf of West Midlands District Treasurers' Group)

### **West Midlands Joint Committee 2013/14 Outturn and Annual Return**

#### **1. Introduction**

- 1.1 The purpose of this report is to present the 2013/14 Outturn for the West Midlands Joint Committee (WMJC) and also the Annual Return for 2013/14 which the WMJC need to formally approve certain sections of, in order to comply with Statutory Regulations.

#### **2. Recommendation**

- 2.1 The Joint Committee is recommended to:
- a) Note the 2013/14 WMJC Outturn as set out in section 3 and Appendix A.
  - b) Approve Sections 1 and 2 of the Annual Return as shown at Appendix B together with the accompanying Appendix C.

#### **3. 2013/14 Outturn**

- 3.1 At its meeting on 29<sup>th</sup> January 2014, the WMJC received a report on the Co-ordinated Services and Shared Facilities Budget 2014/15 which included a forecast of the 2013/14 Outturn for the WMJC budget. Appendix A of this report compares the actual outturn for 2013/14 with the forecast Outturn reported in January.
- 3.2 The forecast Outturn in January, taking into account surplus balances brought forward from 2012/13, was for a net surplus Outturn balance of £3,155 for 2013/14. Appendix A shows that the actual Outturn is a net surplus balance of £19,998 and the variations are mainly due to a lower charge for administration and a reduced charge for pension contributions..

#### **4. Annual Return**

- 4.1 To comply with the Accounts and Audit Regulations 2003, the WMJC needs to produce an Annual Return which will be audited by the WMJC's external auditor Clement Keys (on behalf of the Audit Commission). Certain sections of the Annual Return relating to the Statement of Accounts (Section 1) and the Annual Governance Statement (Section 2) have to be formally approved by the WMJC by 30<sup>th</sup> June 2014. Appendix B provides a copy of the Annual Return, the key parts of which are outlined below.

Section 1 – The Statement of Accounts

- 4.2 This shows the actual Outturn figures for the year along with the figures for the previous year. Appendix C shows the Outturn figures for 2013/14 and the previous year in more detail and how they have been incorporated into Section 1 one of the Annual Return. Explanations are required for any significant variances between the years and Appendix C provides these.

Section 2 – Annual Governance Statement

- 4.3 This is for the WMJC to provide assurance about its responsibility for the preparation of the statement of accounts and for the Committee's internal controls.

Section 3 - External auditor's certificate and opinion

- 4.4 This is to be signed by the external auditor to confirm that they have carried out and completed the work that is legally required of them. On this certificate, the external auditor will, where appropriate, express any qualifications to the accounts or draw matters to the attention of the Committee. This audit certification and opinion will need to be obtained by 30<sup>th</sup> September 2014.
- 4.5 Any issues arising from this audit will be reported to a future meeting of the Committee.

Section 4 – Annual internal audit report

- 4.6 The Annual Return requires an internal audit of compliance with relevant procedures and controls for 2013/14. Birmingham City Council's internal audit team undertakes this function for the WMJC. There are no issues to bring to the attention of the Committee.

**5. Other requirements in relation to the 2013/14 Outturn**

- 5.1 There are a number of requirements that the WMJC need to comply with as required by Statutory Regulations including allowing for the public inspection of the WMJC's accounts and the publication of Sections 1, 2 and 3 of the Annual Return by 30<sup>th</sup> September 2014. Officers will ensure that these requirements are complied with.

**MARK ROGERS  
SECRETARY TO WEST MIDLANDS  
JOINT COMMITTEE, CHIEF  
EXECUTIVE, BIRMINGHAM CITY  
COUNCIL**

**West Midlands Joint Committee 2013/14 Actual Outturn**

APPENDIX A

**(compared to Forecast Outturn for 2013/14 reported to the Committee on 23rd January 2013)**

	<b>2013/14</b>		
	<b>Forecast Outturn £</b>	<b>Actual Outturn £</b>	<b>Variation £</b>
<b>BALANCES BROUGHT FWD</b>			
<b>Total</b>	<b>(39,542)</b>	<b>(39,542)</b>	<b>0</b>
<b>EXPENDITURE</b>			
<b>Joint Committee</b>			
Pensions	71,065	61,796	<b>(9,269)</b>
Subscriptions	6,950	6,950	<b>0</b>
Finance & Administrative Support	39,224	33,647	<b>(5,577)</b>
Aeronautical Adviser	32,550	32,271	<b>(279)</b>
Consultant	30,000	30,000	<b>0</b>
Legal Fees	10,000	8,261	<b>(1,739)</b>
Miscellaneous	2,500	2,530	<b>30</b>
Audit of accounts	2,550	2,550	<b>0</b>
	<b>194,839</b>	<b>178,005</b>	<b>(16,834)</b>
<b>INCOME</b>			
Contributions	<b>(158,452)</b>	<b>(158,451)</b>	<b>1</b>

# Small Bodies in England

## Annual return for the financial year ended 31 March 2014

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Small relevant bodies in England with an annual turnover of £6.5 million or less must complete an annual return in accordance with proper practices summarising their annual activities at the end of each financial year.

The annual return on pages 2 to 5 is made up of four sections:

- Sections 1 and 2 are completed by the person nominated by the body.
- Section 3 is completed by the external auditor appointed by the Audit Commission.
- Section 4 is completed by the body's internal audit provider.

Each body must approve this annual return no later than 30 June 2014.

### Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all sections highlighted in red. Do not leave any red box blank. Incomplete or incorrect returns require additional external audit work and may incur additional costs.

Send the annual return, together with your bank reconciliation as at 31 March 2014, an explanation of any significant year on year variances in the accounting statements and any additional information requested, to your external auditor by the due date.

Your external auditor will identify and ask for any additional documents needed for audit. Therefore, unless requested, do not send any original financial records to the external auditor.

Audited and certified annual returns will be returned to the body for publication or public display of sections 1, 2 and 3. You must publish or display the audited annual return by 30 September 2014.

It should not be necessary for you to contact the external auditor or the Audit Commission directly for guidance.

More guidance on completing this annual return is available in the Practitioners' Guides for either local councils or internal drainage boards. These publications may be downloaded from the National Association of Local Councils (NALC) or Society of Local Council Clerks (SLCC) websites ([www.nalc.gov.uk](http://www.nalc.gov.uk) or [www.slcc.co.uk](http://www.slcc.co.uk)) or from the members area of the Association of Drainage Authorities website ([www.ada.org.uk](http://www.ada.org.uk)).

## Section 1 – Accounting statements 2013/14 for:

Enter name of  
reporting body here:

WEST MIDLANDS JOINT COMMITTEE

	Year ending		Notes and guidance
	31 March 2013 £	31 March 2014 £	
			Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
1 Balances brought forward	60,765	39,542	Total balances and reserves at the beginning of the year as recorded in the body's financial records. Value must agree to Box 7 of previous year.
2 (+) Income from local taxation and/or levy	118,806	158,451	Total amount of local tax and/or levy received or receivable in the year including funding from a sponsoring body.
3 (+) Total other receipts	0	0	Total income or receipts as recorded in the cashbook less income from taxation and/or levy (line 2). Include any grants received here.
4 (-) Staff costs	-4,824	-5,012	Total expenditure or payments made to and on behalf of all body employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the body's borrowings (if any).
6 (-) All other payments	-135,205	-172,993	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	39,542	19,988	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
8 Total cash and short term investments	39,542	19,988	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation.
9 Total fixed assets plus other long term investments and assets	0	0	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the body as at 31 March.
10 Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

I certify that for the year ended 31 March 2014 the accounting statements in this annual return present fairly the financial position of the body and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

*P.A. Baghan* REQUIRED

Date *19/05/2014*

I confirm that these accounting statements were approved by the body on:

*DD/MM/YYYY*

and recorded as minute reference:


MINUTE REFERENCE

Signed by Chair of meeting approving these accounting statements:

SIGNATURE REQUIRED

Date *DD/MM/YYYY*

## Section 2 – Annual governance statement 2013/14

We acknowledge as the members of **WEST MIDLANDS JOINT COMMITTEE** NAME HERE  our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2014, that:

	Agreed –		'Yes' means that the body:
	Yes	No*	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	<input checked="" type="radio"/>	<input type="radio"/>	prepared its accounting statements in the way prescribed by law.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="radio"/>	<input type="radio"/>	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.	<input checked="" type="radio"/>	<input type="radio"/>	has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	<input checked="" type="radio"/>	<input type="radio"/>	during the year has given all persons interested the opportunity to inspect and ask questions about the body's accounts.
5 We carried out an assessment of the risks facing the body and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="radio"/>	<input type="radio"/>	considered the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the body's accounting records and control systems.	<input checked="" type="radio"/>	<input type="radio"/>	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the body.
7 We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="radio"/>	<input type="radio"/>	responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the body and where appropriate have included them in the accounting statements.	<input checked="" type="radio"/>	<input type="radio"/>	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

This annual governance statement is approved by the body and recorded as minute reference

MINUTE REFERENCE

dated DD/MM/YYYY

Signed by:

Chair SIGNATURE REQUIRED

dated DD/MM/YYYY

Signed by:

Clerk SIGNATURE REQUIRED

dated DD/MM/YYYY

**\*Note:** Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the body will address the weaknesses identified.

## Section 3 – External auditor certificate and opinion 2013/14

### Certificate

We certify that we have completed the audit of the annual return for the year ended 31 March 2014 of:

WEST MIDLANDS JOINT COMMITTEE REPORTING BODY - NAME HERE

### Respective responsibilities of the body and the auditor

The body is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The body prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2014; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

our responsibility is to conduct an audit in accordance with guidance issued by the Audit Commission and, on the basis of our review of the annual return and supporting information, to report whether any matters that come to our attention give cause for concern that relevant legislation and regulatory requirements have not been met.

### External auditor report

(Except for the matters reported below)\* on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the body:

(continue on a separate sheet if required)

External auditor signature

External auditor name

Date

Note: The auditor signing this page has been appointed by the Audit Commission and is reporting to you that they have carried out and completed all the work that is required of them by law. For further information please refer to the Audit Commission's publication entitled Statement of Responsibilities of Auditors and of Audited Small Bodies.

## Section 4 – Annual internal audit report 2013/14 to

WEST MIDLANDS JOINT COMMITTEE REPORTING BODY NAME HERE

The body's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2014.

Internal audit has been carried out in accordance with the body's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the body.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A Appropriate accounting records have been kept properly throughout the year.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B The body's financial regulations have been met, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D The annual taxation or levy or funding requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
F Petty cash payments were properly supported by receipts, all expenditure was approved and VAT appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
G Salaries to employees and allowances to members were paid in accordance with body approvals, and PAYE and NI requirements were properly applied.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
H Asset and investments registers were complete and accurate and properly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I Periodic and year-end bank account reconciliations were properly carried out.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
J Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, were supported by an adequate audit trail from underlying records, and, where appropriate, debtors and creditors were properly recorded.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

For any other risk areas identified by the body (list any other risk areas below or on separate sheets if needed) adequate controls existed:

Name of person who carried out the internal audit:

Signature of person who carried out the internal audit:  Date:

\*Note: If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

## Guidance notes on completing the 2013/14 annual return

- 1 You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guides\* which are updated from time to time and contain everything you should need to prepare successfully for your financial year-end and the subsequent audit. Both NALC and SLCC have helplines if you want to talk through any problem you may encounter.
- 2 Make sure that your annual return is complete (i.e. no empty red boxes), and is properly signed and dated. Avoid making any amendments to the completed return. But, if this is unavoidable, make sure the amendments are drawn to the attention of and approved by the body, properly initialled and an explanation is provided to the external auditor. Annual returns containing unapproved or unexplained amendments will be returned unaudited and may incur additional costs.
- 3 Use the checklist provided below. Use a second pair of eyes, perhaps a member or the Chair, to review your annual return for completeness before sending it to the external auditor.
- 4 Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must notify the external auditor of any change of Clerk, Responsible Financial Officer or Chair.
- 5 Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your body holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the Accounting statements. You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guides\*.
- 6 Explain fully significant variances in the accounting statements on page 2. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a complete analysis to support your explanation. There are a number of examples provided in the Practitioners' Guides\* to assist you.
- 7 If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge.
- 8 Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2012) equals the balance brought forward in the current year (Box 1 of 2014).
- 9 Do not complete section 3. The external auditor will complete it at the conclusion of their audit.

Completion checklist – 'No' answers mean you may not have met requirements		Done?
All sections	All red boxes have been completed?	
	All information requested by the external auditor has been sent with this annual return? Please refer to your notice of audit.	
Section 1	Approval by the body confirmed by signature of Chair of meeting approving the accounting statements?	
	An explanation of significant variations from last year to this year is provided?	
	Bank reconciliation as at 31 March 2014 agreed to Box 8?	
	An explanation of any difference between Box 7 and Box 8 is provided?	
Section 2	For any statement to which the response is 'no', an explanation is provided?	
Section 4	All red boxes completed by internal audit and explanations provided?	

\*Note: Governance and Accountability for Local Councils in England – A Practitioners' Guides, is available from NALC and SLCC representatives or Governance and Accountability for Internal Drainage Boards in England – A Practitioners' Guides, is available from the ADA at The Association of Drainage Authorities, 12 Cranes Drive, Surbiton, Surrey, KT5 8AL or from the NALC, SLCC or ADA websites - see page 1 for addresses.

WEST MIDLANDS JOINT COMMITTEE – 25 JUNE 2014

**Report of Strategic Director - PVVP**

**Preventing Violence against Vulnerable People (PVVP) - Update**

**Purpose**

1. To update Joint Committee on the progress of the PVVP programme this year, highlight priority areas, and seek feedback.

**Update**

2. I **append** for your scrutiny and challenge the latest update of the Delivery Plan for the Preventing Violence against Vulnerable People (PVVP) Programme. I hope it is largely self explanatory, and I am happy to take any points of concern raised by any of the items – plus any gaps – but would wish to highlight the following “big ticket” and/or “at risk” issues:

i) **PVVP Problem Profile** (section 1.4)

This is a major undertaking, pulling together by far the most comprehensive picture of violence and vulnerability threats, risk and harms across the West Midlands, which in turn will drive a more consistent and integrated approach across our region. The first focus on this – on CSE – should be completed by August. Although coordinated by the police, this is critically dependent on full sharing of intelligence and information from local authorities, the health sector, and others.

ii) **PVVP Outcomes** (section 1.5)

You have consistently asked for a sharp focus on critical outcomes to indicate whether we are making the right sort of impact. This continues to be very challenging given the ‘process rich/ outcome lite’ environment within which most agencies and partnerships are, in my view, operating in this area. We are looking to get a summary of outcomes from existing data interrogated in the next few weeks, with a view to a stronger set of indicators coming through in the autumn, including important information emerging from West Midlands police about victims’ own perceptions.

iii) **Education** (section 2.1-3)

The focus of schools on safeguarding remains very variable across the region. Any further support from Leaders about how best to ‘engage the disengaged’ schools would be particularly welcome.

iv) **Early help** (section 2.4)

The success of a 'whole system' approach to managing risk is clearly contingent on having credible, high impact and effectively resourced early help interventions, thereby reducing high and medium risk cases over time. Most areas are, in my view, still only at the 'foothills' of this work, and there may need to be a stronger leadership role for either Health and Wellbeing Boards or Safeguarding Boards (it is not always clear where this work best 'fits') to drive consistency of approach

v) **Community Mobilisation** (section 2.5)

With police and social services professional colleagues, I am starting to engage with key local communities. But this is scratching the surface compared to the impact that local political leaders can make – is enough being done on this front, including in relation to social media?

vi) **Child Sexual Exploitation** (section 3.1)

A public facing and more consistent approach to tackling CSE has got underway from this week. Leaders' thoughts on what else needs to be done to raise awareness and demonstrate effective impact would be welcome.

vii) **MASH and related models** (section 3.4.7)

There are significant developments across a number of local authority areas in generating a co-located or more integrated approach to managing high risk cases via Multi Agency Safeguarding Hubs or related functions. These undoubtedly require smart and early sharing of experience to ensure the 'operating model' evolves as consistently and effectively as possible. Sandwell has been a 'beacon' in this respect, but I need to consolidate more systematic learning across the region.

viii) **Domestic Violence** (section 3.9)

This remains a violent crime on an industrial scale. An important learning document, based on findings from regional Domestic Homicide Reviews and commissioned by the Police and Crime Commissioner, is about to be disseminated. We need to be clear how can we make a sustained impact on vulnerable victims and challenge serial perpetrators more effectively.

ix) **FGM/ forced marriage/ 'honour based' violence/ trafficking** (section 3.8 and 3.10)

There has been significantly greater national focus, and legislative backing, for action in these areas. We now need to define how a more coordinated approach at the regional level can help tackle these more specific threats.

x) **Intelligence hub** (section 5.1)

This should drive the translation of analysis into actions at an integrated level across the region. Local authority input to its strategic development beyond the 'problem profile' ('i' above) will be critical.

xi) **Learning elsewhere** (section 7.4)

Greater Manchester continues to show more visible 'join up' on these issues than any other part of the country. That doesn't mean to say they have got it all right, but their focus on the overlaps between organised crime groups and violence/ vulnerability threats is particularly striking and merits further interrogation by us.

**Recommendation**

3. That Members of the Joint Committee consider the points outlined and give feedback accordingly.

Stephen Rimmer

## Preventing Violence against Vulnerable People across the West Midlands Delivery Plan - 17th June 2014

## Appendix

"We have collective responsibility to protect those who are most vulnerable in our society - children, young people and vulnerable adults - and we discharge this through:

**Prevention** – engaging communities through awareness raising, prevention and culture change

**Protection** - safeguarding those at risk and supporting those affected

**Justice** - dealing with offenders and preventing reoffending.

Our approach will be integration, not partnership, and we will transform our delivery of core public services as a result."

### Headline measures:

- ↑ Victim reporting up
- ↑ Action against perpetrators up
- ↓ Numbers of highest risk vulnerable people down
- ↑ Community awareness and confidence up

### Indicators for analysis:

#### *Prevention*

Increased number of early help assessments and offers

Increased schools safeguarding compliance

Number of Looked After Children

#### *Protection*

Implementation of regional CSE framework

Number domestic homicides

Increased reporting by victims

#### *Justice*

Improved victim confidence/ satisfaction

Increased use of offender management for high risk perpetrators

Reduced attrition at court

### Progress:

**Green** - on track   **Amber** - at risk   **Red** - failing   **Black** - not yet underway

Task	Action	Lead	Timescale	Progress
<b>1. Governance, Capacity and Outcomes</b>				
	<b>Board</b>			
1	Lead and chair PVVP Board in delivering implementation of this delivery plan	SR/PVVP Board	review at Sept 2014	
1.1	Overall assurance of Delivery Plan and key outcomes	PVVP Board	begin Jul-14	

	<b>Reference Group</b>			
2	Run a Reference Group for subject-expert input, challenge and guidance.	SR	Ongoing every 6 weeks	
2.1	Independent assurance of Delivery Plan and key outcomes	Reference Group	Ongoing every 6 weeks	
	<b>Capacity</b>			
3	Undertake resource review across Local Authorities/Police/Health on current resource input into PVVP work highlighting key strategic implications for future resource planning	PVVP Board	Jun-14	
	<b>Problem Profile</b>			
3.1	Better work with health partners to get a clearer picture of their data	SR/ CCGs	Jul-14	
4	WMP-led group scoping work and delivering analysis, in concert with partners, starting with CSE	WMP	Aug-14	
4.1	Take appropriate opportunities to convey measured information on the threat, risk and harm	SR	ongoing	
	<b>Outcomes</b>			
5	Agree key strategic outcomes and measures for PVVP work across West Midlands and account regularly on progress	PVVP Board	Jul-14	
5.1	Task group to establish best ways of indicating and assuring progress towards outcomes	Task Group	first meeting 2/5	
5	Develop and distribute a PVVP Problem Profile for the West Midlands	WMP/ SR	Aug-14	
6	Produce Annual PVVP Report on progress	SR	Oct-14	
<b>2.Prevention</b>				
	<b>Education programme</b>			
1	Convene Education Summit to encourage more consistent engagement with PVVP and wider resilience issues across West Midlands	SR/ Schools/ WMP	Apr-14	<b>COMPLETE</b>
2	Develop West Midlands - wide commitment to "whole school" safeguarding including "what works" guidelines for schools based programmes	Task group: SR/ LSCB reps/ school partners	Jul-14	
2.1	Take forward a task group to plan ways to encourage and support schools	Task group: SR/ LSCB reps/ school partners	Jul-14	
2.2	Police and Schools Panels across the West Midlands	SR/ WMP	Sep-14	

3	Work with PCC Youth Crime Commissioners, Head teachers etc on engaging young people and schools, including links to tackling bullying	SR/Youth Commissioners	ongoing	
	<b>Early Help</b>			
4	Assess early help commissioning, effectiveness and capacity across West Midlands	Directors of Childrens Services	Jul-14	
4.1	Recommendations to the PVVP Board	DCSs/ SR	Sep-14	
	<b>Community Mobilisation</b>			
5	Host a PVVP event with Small Heath Community Forum, police and Children's Services,	SR/ WMP	Jun-14	<b>COMPLETE</b>
6	Consider innovative ways to enable social media and direct engagement to build up community confidence and leadership on PVVP issues, in concert with statutory and community partners (eg faith groups)	SR/ community forums	ongoing	
	<b>Engagment and communication</b>			
7	Clarify and distil public facing shared messages from West Midlands leaders, including financial cost of abuse	PVVP Board	Jul-14	
8	Engage with political leaders on broader public debate around boundaries in addressing online/cyber threats, particularly following CSE Standards publication	SR and Leaders	Jul-14	
9	Commission and deliver two awareness raising films, one aimed particularly at young asian men and boys and one at young asian women and girls (currently no materials designed for these groups)	WMP	Sep-14	
<b>3. Protection</b>				
	<b>Child Sexual Exploitation</b>			
1	Drive implementation of WM shared CSE operating standards, screening tool, risk assessments, referral pathways and commissioning best practice piece developed - to be owned and implemented by all LSCBs/ DCSs.	CSE T&F Group	launch June 14	
1.1	Public launch and promotion of work	CSE task group	Jun-14	
1.2	Arrange engagement event for WM Heads of Safeguarding and WMP PPU DIs to drive local implementation of framework	CSE task group	Jul-14	
1.3	Drive through operational impact of CSE standards via operational LSCB sub groups		Jul-14	
	<b>Mental Health</b>			

2	Work with health partners to develop how mental health provision should respond to service users who are victims or perpetrators of violence	SR/PVVP Board	Sep-14	
2.1	Mental health working group to develop outcomes and approach to support commissioning of mental health services	working group	Jul-14	
2.2	PCC to host a summit addressing mental health and vulnerability to initiate a new drive towards systematic impact across the West Midlands	PCC	Jul-14	
	<b>Health Landscape</b>			
3	Identify and implement other health related priorities across the region in concert with key partners (including GPs through CCGs)	PVVP Board	Sep-14	
3.1	Establish SARC provision in West Midlands for under 18s	Staffordshire NHS	Apr-15	
	<b>Multi Agency Safeguarding Hubs (MASH)</b>			
4	Build Birmingham MASH	MASH Board/SR	Jul-14	
4.1	Agree a 'go live' plan with all key partners	MASH Board/SR	May-14	
4.2	Engage all frontline practitioners ahead of 'go live'	MASH Board/SR	Jul-14	
4.3	Ensure evidence base in assessing impact and development	MASH Board/SR	ongoing	
5	Support build of Coventry MASH	Coventry DCS/ WMP	Oct-14	
6	Support West Midlands wide learning from Sandwell MASH	Sandwell LA	ongoing	
7	Share learning about other developing operating models (eg, Wolverhampton new model) as appropriate	SR/ PVVP Board	ongoing	
	<b>Child Trafficking</b>			
8	Establish Home Office child trafficking advocate pilots in West Midlands	SR/ LA children's reps	Oct-14	
	<b>Domestic Violence</b>			
9	West Midlands DV Group to oversee progress of tackling DV across the region	SR/ DV group	meetings every 2 months	

9.1	Create ways to generate inspiring, good practice, multi agency case examples to drive improving responses - including DHR research	SR/ DV group	ongoing	
9.2	Assess and tackle key blockages in the system	SR/ DV group	ongoing	
	<b>Forced marriage/ FGM/ 'honour' based violence</b>			
10	Assess scope for more coordinated approach to tackling these regularly, in light of national developments	PVVP Board	Jul-14	
	<b>Vulnerable Adults</b>			
11	Develop more substantial relationships and strategic direction with LASBs, particularly around institutional abuse	SR/ LASBs	ongoing	
<b>4. Justice</b>				
	<b>A responsive and effective Criminal Justice System</b>			
1	Work with CJS partners to improve the experience of the CJS for victims	SR	Jul-14	
1.1	Develop a CJS Forum to assess and drive key priorities across the West Midlands	SR/ PCC/ CJS partners	ongoing	
	<b>Police</b>			
2	Implementation of new police operating model with tackling vulnerability as key priority	Chief Constable/PCC	stages until end 2014	
2.1	Work with Public Health England to develop information sharing, collaboration and find ways to reduce violence related to mental health	Chief Constable/PCC	ongoing 2014/15	
2.2	Encourage the reporting of crimes from vulnerable victims, such as those subject to domestic abuse, hate crime and sexual exploitation	Chief Constable/PCC	ongoing 2014/15	
2.3	Improve ability to work with partners to identify early intervention opportunities within communities	Chief Constable/PCC	ongoing 2014/15	
	<b>Offender Management</b>			
3	Transformational impact on largely 'below the radar' offenders	WMP/ PVVP Board	Sep-14	
3.1	Steering group to work on what an effective response to DV perpetrators may look like	WMP - Supt Betts leading	Sep-14	
3.2	Sandwell - piloting and evaluating a perpetrator programme	PVVP Board	Sep-14	
3.3	Coventry perpetrator programme pilot	WMP		
3.4	Run Birmingham East Offender Management pilot	WMP	Oct-14	
4	Manage risks and opportunities of radical Probation restructuring	NPS/ CRC	Oct-14	
	<b>CPS</b>			

5	High impact CPS work to support vulnerable victims	CPS Public Protection Unit	to follow CJS meeting	
	<b>Courts</b>			
6	Assess impact of CJS guidelines on vulnerability and overall impact of high profile cases	SR/Judges	ongoing	
	<b>Victims</b>			
7	Work with PCC and partners on establishing an effective Victims Commission	PCC	Oct-14	
7.1	Host Victims' Summit	PCC	Jul-14	
7.2	Assess capacity and capability of IDVA and ISVA provision across region	SR/ CJS Forum	Jul-14	
	<b>Organised Crime</b>			
8	Assess impact of OCGs on violence and vulnerability	WMP/ SR	Sep-14	
<b>5. Capability</b>				
	<b>Project Opera - West Midlands Public Protection Intelligence Hub</b>			
1	Establish clear project management disciplines to deliver the Hub in 2014/15	Project Board (SR/ DT)	Business case by June 14	
1.1	Engage with WMP contracted business architects to help shape direction of hub and develop the business case	DT	Jun-14	
1.2	Engage stakeholders to identify operational needs	DT	Jun-14	
1.3	Ensure rigorous learning of IT programme challenges and interdependencies with the West Midlands Change Programme etc	DT	ongoing	
	<b>Leadership</b>			
2	Develop work on 'Systems Leadership' among West Mids leaders as a foundation for transforming and integrating our approach to public service	PVVP Board/ RC	Jul-14	
2.1	Host an initial round table with leaders	PVVP Board/ SR/ RC	Jul-14	
2.2	Address equipping and facilitating effective systems for frontline teams, particularly in relation to making risk based decisions and 'closing the gap' between strategic intent and operational delivery	PVVP Board	Aug-14	
3	All chief officers/directors of relevant agencies to have PVVP objectives around the shared mission for 2014/15	Chief Executives	Apr-14	<b>COMPLETE</b>
	<b>Support</b>			

4	Hold Frontline Forum to understand blocks to effective practice and identify what can be done to foster the best environment for work.	SR chairing	Meet on quarterly basis	
	<b>Risk Management and Risk Assessment</b>			
5	Work to develop a stronger evidence based approach	SR	Oct-14	
5.1	Review range of current research into assessing risk	SR/ Cambridge Institute Criminology/ Coventry University	Jul-14	
5.2	Consider feasibility of testing approaches in relation to PVVP threats	DV group	Jul-14	
	<b>Learning and Training</b>			
6	Review impact of multiagency training with LSCBs, LSABs, and College of Policing	SR	Sep-14	
7	Develop broader learning (with Cabinet Office/CLG) around Integrated Public Services provision, including sitting on a Whitehall Director Generals' group	SR	ongoing	
8	Develop stronger and more operational material to facilitate PVVP learning about what works and what doesn't	PVVP Board	Jul-14	
<b>6. Evaluation</b>				
1	Develop a formal PVVP evaluation programme in concert with WMP, CoP and local academic partners - initial scoping	SR/WMP/CoP	Jul-14	
2	OCC 'see me hear me' framework pilot site West Midlands - expressed interest	SR	Jul-14	
3	Work with Inspectorates to achieve a credible multi Inspectorate approach in 2015 and beyond	SR	ongoing	
<b>7. National Issues</b>				
1	Work effectively and take opportunities for direct engagement, pilots etc - with the Home Office, DFE, DH, CLG, MoJ, Cabinet Office, Troubled Families etc, including DGs' group	SR	ongoing	
2	Public Health - work with PHE Chief Executive and others in developing West Midlands as leader of PVVP work	SR	ongoing	
3	NCA/CEOP - link up national, regional and local law enforcement work	SR/WMP/ROCU	ongoing	

4	Build strong understanding of PVVP development in key parts of the country - notably London, Manchester, wider West Midlands and other areas demonstrating good practice	SR	Ongoing - visits so far to Norfolk/Derbyshire/ Rochdale/Oxford/Lancashire/ Met/ Scotland/ Staffordshire/ Greater Manchester and planned for /Lancashire /Peterborough	
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**WEST MIDLANDS JOINT COMMITTEE**  
**25 June 2014**

**REPORT OF WEST MIDLANDS POLICE & CRIME COMMISSIONER**

**Local Organised Crime Partnership Board**

**PURPOSE OF REPORT**

1. The report seeks approval from the Joint Committee for a proposed local approach to the requirements in the national Serious and Organised Crime Strategy, based on Local Policing and Crime Boards and inclusion of serious and organised crime as a standing item at the Commissioner's annual Partnership Summit.

**SUMMARY**

2. West Midlands Police and Crime Commissioner Bob Jones' proposed local approach to requirements in the national Serious and Organised Crime Strategy.

**BACKGROUND**

3. The government's [Serious and Organised Crime Strategy](#), published last year, places on Police and Crime Commissioners a responsibility to develop the local partnership response to serious and organised crime. The strategy mimics the well-established counter-terrorism CONTEST strategy in the adoption of the "4Ps": Pursue, Protect, Prepare and Prevent. It recommends the development of Local Organised Crime Partnership Boards that include local authorities and agencies to ensure all available information and powers are used against the organised crime threat.

4. The strategy states:

"Police forces will continue to conduct most law enforcement work on serious and organised crime. They should be supported by new local organised crime partnership boards, including local authorities and agencies to ensure all available information and powers are used against this threat. We believe that police and crime commissioners should play a leading role in identifying and establishing the appropriate body. These local partnerships will be informed by new serious and organised crime local

profiles and should also play an important role in Prevent, Protect and Prepare.”

5. Staff from the office of the Commissioner have discussed the Serious and Organised Crime Strategy with the West Midlands Local Authority Chief Executives, and their comments are reflected in this report.

## **THE CURRENT POSITION**

6. There is already much good work underway, with local authorities coming together with the police and other partners on a cross border basis to address the threats posed by organised crime, fraud, and drug dealing, as well as develop the services that can support troubled families. It is important therefore that work to meet the requirements of the Serious and Organised Crime Strategy does not hinder this work or impose an administrative burden. There should be fair recognition of the work already underway.
7. However, it is also important that any approach maximises the potential for partnerships to access the proposed additional funding for serious and organised crime Prevent activity, and also creatively levers in the capabilities of a wider range of agencies than is perhaps always the case now.

## **PROPOSAL**

8. The Serious and Organised Crime Strategy recognises that the precise structure for local multi-agency partnerships to deal with serious and organised crime will vary across the country. It is therefore proposed that, in the West Midlands, the existing Community Safety Partnerships – now developing into Local Policing and Crime Boards (LPCBs), with community representation and an outward facing approach – are the best place to locate this work. They already bring together partners and have the support necessary for this role. To varying degrees, they are considering issues related to serious and organised crime. The Serious and Organised Crime Local Profiles, now in development, will map across at local authority level, making them more useful documents than a force-wide approach.
9. The government’s strategy recognises that existing groups are often the best way to address this area of business. The Commissioner will task his Deputy Police and Crime Commissioner and Assistant Police and Crime Commissioners, who sit on the LPCBs, to work with partners to consider the appropriate local approach in each case. Once the Serious and Organised Crime Local Profiles are in place, the nature and scope of the threat will define the appropriate level of response.
10. To allow the Local Policing and Crime Boards to come together to share good practice and receive a briefing from the police and other partners agencies on the threat and the opportunities for joint working, it is proposed that serious and organised crime become a standing item at the Commissioner’s annual Partnerships Summit. The next is scheduled for Friday 28 November 2014. At this meeting, the Commissioner will seek involvement from the national bodies that can support local activity against organised crime, such as the National Crime Agency, Driver and Vehicle Licensing Agency, Department for Work and Pensions, HM Revenue and Customs and others. It would also be an opportunity to share local good practice and identify common challenges.

## **FINANCIAL IMPLICATIONS**

11. The proposed approach builds on existing activity and therefore has no direct financial implications. Local Policing and Crime Boards receive community safety funding from the Commissioner, and may choose to allocate some of this resource to addressing serious and organised crime threats. The Serious and Organised Crime Strategy includes information on the creation of a central fund to support activity aimed at the Prevent strand. A more developed approach may facilitate applications for this funding.

## **LEGAL IMPLICATIONS**

12. Addressing the threat from serious and organised crime poses questions relating to data-sharing, protection of sensitive information, vulnerability of personnel, statutory compliance and ensuring effective governance and oversight. Each Local Policing and Crime Board will be expected to ensure its processes and procedures effectively address these risks.

## **RECOMMENDATIONS**

13. The Joint Committee is asked to approve the proposed approach.

Bob Jones  
West Midlands Police and Crime Commissioner

## **West Midlands Joint Committee**

**25<sup>th</sup> June 2014**

### **West Midlands Fire and Rescue Authority (WMFRA)**

Report by Councillor John Edwards, Chair of the Authority

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#### **1. Financial Update- Key points**

- WMFRA increased precept by £5 a year (at band 'D') in 2013/14
- Produced £3.2 million into base budget
- Increased precept by 1.99% for 2014/15,
- Gain over 'freeze grant' - £245k in 2014/15 rising to £344k in 2017/18
- WMFRA still levies the lowest Band D precept of all 46 Fire and Rescue Authorities in England at £53.87

Members will be aware from previous reports that the Fire Authority has already had to deal with unprecedented cuts in formula grant of 26% (£21 million) during 2011/15. This has been achieved through recruitment freezes, reshaping our front line fire appliance fleet, reductions in administrative and management costs and through collaboration and shared services with other FRAs. During all this we have protected our front line services, our risk-based target 5-minute response time to life-threatening incidents and the vital prevention and protection activities that reduce risk in the community.

#### **1a. Financial forecasts for 'CSR2' 2015- 2018**

WMFRA has already received a provisional grant settlement for 2015/16 which indicates a further cut of £5.84 million. The Chancellor has also outlined further public sector cuts estimated to be 14% during 2016/18.

DCLG seems determined to continue capping precept increases at 2% or less. The combination of these 'knowns' would result in deficits in the budget of WMFRA of:

- £.921 million in 2015/16
- £4.057 in 2016/17
- £7.043 in 2017/18

### **1b. Further Cuts and Referendum Option**

Finding further cuts of £12 million during 2015/18 will not be possible without serious degradation of the fire and rescue service and will mean a further reduction in firefighters and fire stations, a consequent increase in response times and a significant increase in risk to life, property and the local economy. It will also mean the service delivering less prevention and protection activities.

In the event of there being no change in government policy on cuts and precept capping, WMFRA will need to give serious consideration to a consultation exercise and a referendum in May 2016 in order to enable people to take a view on the quality and effectiveness of the fire and rescue service they are prepared to fund through local tax.

### **2. Industrial Action**

Members will be aware that the Fire Brigades Union (FBU) has staged a number of strike periods as part of its national dispute with government about changes to pension arrangements, particularly the increase in the normal pension age from 55 to 60 years. This has caused concerns about the impact of fitness and capability issues of firefighters in their later years.

On 12<sup>th</sup> June we saw a 24-hour strike, the longest period so far in the dispute. In line with our legal obligations, the service is providing the best emergency response possible with employees who are volunteering to provide emergency cover. However this is not 'business as usual' and the risk to life and property in the West Midlands increases during strike periods.

Although this dispute is not with WMFRA, along with other colleagues on the LGA and NJC, we have been as constructive as possible in attempting to facilitate a solution.

### **3. Chief Fire Officer**

Members may be aware that the previous CFO left the employment of WMFRA last November. With the current CFO Phil Loach we are carrying out a further detailed review of Principal Officers and other senior managers. This will produce further significant savings and is in line with our priority of delivering a lean, accountable and cost-effective

management structure in both delivery and support services at a time of severe financial pressures.

**4. Firefighter Recruitment**

In the current year and in 2015/16 WMFRA will continue to carry out limited firefighter recruitment to replace some of the 60 uniformed members of staff who leave the service every year, mainly through the normal retirement process.

This enables us to deliver our risk based emergency response standards, key prevention and protection activities, essential operational training and on-going risk identification across the conurbation. This integrated risk management plan requires 1322 operational fire fighters working from our 38 stations with a blend of fire appliances and other specialist equipment.

Members will recall that we have reduced our number of pump rescue ladders, which need a crew of 5, from 61 to 41 and added 19 smaller Brigade Response Vehicles operated with a crew of 3. This enables us to cope with diminished resources and fewer firefighters.

**5. HS2 Impact on Fire Service HQ**

The Authority has been made aware of proposals by HS2 to CPO a substantial amount of land and car parking facilities at Fire Service HQ in Vauxhall Road, Birmingham. The Chief Fire Officer working on behalf of the Fire Authority has highlighted a number of prioritised issues that will require resolution in various ways to give the required assurance for him to recommend a course of action to the Fire Authority. Agents are negotiating on our behalf to protect the position of the Authority and a Parliamentary petition has been submitted.

**6. Haden Cross Community Fire Station**

Building work continues on the new replacement fire station to serve communities in Cradley Heath and Halesowen on the site of the previous Municipal Building, adjacent to Haden Hill Leisure Centre. The station is now expected to be operational by late summer 2014.

## **7. Performance**

Performance information for the year 2013/ 2014 is attached as App 1.

Worryingly the number of house fires continues to be above target. It is worth noting that during last year 351 people were rescued from fires and assisted to safety by fire service personnel.

The service also attended 1724 road traffic collisions and extricated 451 people who were trapped in vehicles. This is a reflection of the work carried out by professional staff who deliver effective, efficient and assertive fire fighting and other emergency interventions.

The same crews also deliver protection and community safety programmes which have driven down fires, deaths and injuries significantly over the last 15-years. In addition, the service has a volunteer workforce and through partnership working we deliver a range of key safety, health and wellbeing messages using a variety of programmes.

Despite this, sadly, 11 people lost their lives in fires during 2013/14.

As funding from formula grant continues to diminish along with the budgets of our partners in Local Authorities, partnership schemes to reduce emergency incidents are becoming difficult to maintain. This will inevitably lead to increases in incidents and risks to communities.

WMFRA will continue to put the case for the fire sector to the current Government, and to the people who may form the next one, in order to secure the fairer funding and greater local financial flexibility needed to continue to deliver an excellent service.

Councillor John Edwards  
Chair,  
West Midlands Fire and Rescue Authority  
June 2014