

GROUP MEETINGS NOTIFIED

In the Council House, Birmingham: -

Conservative	11.30 am	Committee Room 6
Labour	11.30 am	Committee Room 2
Liberal Democrat	12.00 noon	HMS Daring Room

ANNUAL MEETING OF THE WEST MIDLANDS JOINT COMMITTEE

**TO BE HELD IN COMMITTEE ROOMS 3 AND 4 IN THE COUNCIL HOUSE,
BIRMINGHAM ON WEDNESDAY 12 JUNE 2013 AT 12.30PM**

A G E N D A

1. ELECTION OF CHAIRMAN

For the period ending with the Annual Meeting in 2014

2. ELECTION OF VICE-CHAIRMAN

For the period ending with the Annual Meeting in 2014

3. APOLOGIES

Attached

4. MINUTES

To confirm the "Public" section of the Minutes of the previous meeting held on 29th April 2013

Attached

5. GOVERNANCE REPORTS OF SECRETARY/LEAD MET.CHIEF EXECUTIVES

- A. **Nomination of Members to serve on West Midlands Joint Committee 2013/2014** – Report of Secretary WMJC/Chief Executive, Birmingham CC
- B. **West Midlands Police & Crime Panel Membership** - Report of Chief Executive, Dudley MBC/Lead CEX, WM Police & Crime Panel
- C. **Transport Governance – Future Arrangements Including Role of Planning & Transportation Sub-Committee**– Report of Chief Executive, Wolverhampton CC/Secretary WMJC Planning & Transportation Sub-Committee
- D. **Terms of Reference, Constitution and Standing Orders of West Midlands Joint Committee** - Report of Secretary WMJC/Chief Executive, Birmingham CC

E. **WMJC Nominations and Subscriptions to Other Bodies 2013/14 –**
Report of Secretary WMJC/ Chief Executive, Birmingham CC

F. **Birmingham Airport Holdings Ltd: Actions Taken–** Report of
Secretary WMJC/Airport Advisors

Attached

6. **WEST MIDLANDS JOINT COMMITTEE 2012/13 OUTTURN AND ANNUAL RETURN**

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

Attached

7. **WEST MIDLANDS POLICE – CHANGES TO PUBLIC PROTECTION ARRANGEMENTS (INCLUDING CHILD SEXUAL EXPLOITATION)**

Report of Lead Chief Executive, Solihull MBC on behalf of the Met. CEX Group.

Attached

8. **REPORTS OF CHIEF EXECUTIVE CENTRO**

A. Transport Matters Update

B. West Midlands Rail Devolution

Attached

9. **MINUTES/MATTERS OF INTEREST**

A. West Midlands Fire and Rescue Authority

To receive and note a 6 monthly update report.

B. West Midlands Planning and Transportation Sub-Committee

To receive and note Minutes of the Sub-Committee meetings on 1 March 2013 and 3 May 2013.

10. **SUGGESTED DATES FOR MEETINGS IN 2013/2014**

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

Late July 2013 – TBA

Wednesday, 23rd October 2013

Friday, 13th December 2013

Wednesday, 22 January 2014

Wednesday, 19th March 2014

Wednesday, 25th June 2014 - Annual Meeting

11. **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 29th April 2013

Paragraph 3

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

Report of District Advisers

Paragraph 3

**3. BIRMINGHAM AIRPORT -
(FINANCE PLC)**

Report of District Advisers

Paragraph 3

Contact Officer:
Yvonne Ashford
WMJC Secretariat
Birmingham City Council
Tel: 0121 303 2150
E-mail: Yvonne.ashford@birmingham.gov.uk

**NOTES OF THE WEST MIDLANDS JOINT
COMMITTEE HELD AT THE COUNCIL HOUSE,
BIRMINGHAM ON WEDNESDAY 29 APRIL 2013 AT
10.00AM**

PRESENT:-

Birmingham	-
Coventry	Councillor J R Mutton (Chair) Councillor K Foster
Dudley	Councillor D Sparks (Voting Member) Councillor P Harley
Sandwell	Councillor M Hughes
Solihull	Councillor K Meeson (Voting Member) Councillor I Hedley
Walsall	Councillor A J Andrew Councillor S. Coughlan
Wolverhampton	Councillor R Lawrence (Voting Member – Dep. Chair)
West Midlands Fire & Rescue Authority	Councillor John Edwards
West Midlands ITA	Councillor John Mc Nicholas

APOLOGIES

1935 Apologies were submitted on behalf of the following: -

Councillor Sir Albert Bore - Birmingham
 Councillor Ian Ward – Birmingham
 Councillor Mike Whitby - Birmingham
 Councillor G Duggins – Coventry
 Councillor S Ali – Dudley
 Councillor P Harley – Dudley
 Councillor S Eling – Sandwell
 Councillor D C Cooper - Sandwell
 Councillor R Sleight – Solihull
 Councillor M Bird - Walsall
 Councillor T Oliver - Walsall
 Councillor P Bilson - Wolverhampton
 Councillor N Patten - Wolverhampton

MINUTES

- 1936 Minutes of the meeting held on 23 Jan 2013, having been previously circulated, were confirmed as a correct record.
-

ITEM 3 - ITA REVIEW – UPDATE

Cllr Lawrence (Wolverhampton) introduced item and updated on rationale, timescales and stressed the need for continuity between agenda items 3 & 4.

Agreement was reached on the need to review the ITA structure. Cllr Meeson raised concerns about possible outcomes of the review. He was assured no decisions had been made and that there would be lots of engagement.

It was outlined that the Joint Committee was an important strategic role not only for transport but wider issues.

1937

RESOLVED:-

- i. The scope, terms and timetable of the review were agreed.
 - ii Members agreed to take the review to their individual councils for noting at the AGM
-

ITEM 4 - SHADOW BOARD TERMS OF REFERENCE – UPDATE

Chris Tunstall (Birmingham) introduced the report which asked members to consider proposed changes to the role and functions of the West Midlands Joint Committee (WMJC) to be reflected in the Constitution.

Discussion followed regarding recommendation B (P&T Subcommittee should cease to exist and streamlined into a governance structure).

It was suggested there was a need for a clear timetable to be circulated to Districts giving key milestones to help plan.

1938

RESOLVED:-

- i) That each District consider and authorize the (WMJC) expanded role and the changes to the Joint Committee and its sub-committees set out in the report. The inclusions of LEP chairs in the ITA shadow Board and delegate its appointee(s) to support the attached report when presented to Joint committee.
- ii) That recommendation B be deleted. (That the Planning and Transportation Sub Committee be asked to review and consider the attached terms of Reference and Constitution at its next meeting)

- iii) That Members would take forward the attached report (appendix 1) to its 12th June 2013 meeting subject to any comments/amendments received from Districts and the Planning and Transportation Sub Committee.
-

EXCLUSION OF THE PUBLIC

1939

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 23rd January 2013 -Paragraph 3
(Part 1, Schedule 12A of the Local Government Act, 1972)

PRIVATE

MINUTES

1940

RESOLVED:-

That the “Private” section of the Minutes of the Meeting held on 23rd January 2013, insofar as they relate to the 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

The meeting ended at 11.00am

.....
CHAIRMAN

WEST MIDLANDS JOINT COMMITTEE – 12 JUNE 2013

Report of SecretaryNOMINATION OF MEMBERS TO SERVE ON
WEST MIDLANDS JOINT COMMITTEE 2013/2014

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 2013/2014.

BIRMINGHAM CITY COUNCIL

Councillor	TBA	(L) (Voting)
"	TBA	(L)
"	TBA	(C)

SOLIHULL MBC

Councillor	K I Meeson	(C) (Voting)
"	R Sleight	(C)
"	I Hedley	(LD)

COVENTRY CITY COUNCIL

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

WALSALL MBC

Councillor	M Bird	(C) (Voting)
"	A J A Andrew	(C)
"	T Oliver	(L)

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)
"	N Patten	(C)

SANDWELL MBC

Councillor	S Eling	(L) (Voting)
"	D C Cooper	(L)
"	M Hughes	(C)

KEY:-

C	= Conservative
L	= Labour
LD	= Liberal Democrat

In addition, the Chairs of the West Midlands Fire and Rescue and West Midlands Integrated Transport Authorities are ex-officio members of the Committee.

RECOMMENDATION

That the nomination of Members from District Councils for service on the West Midlands Joint Committee for 2013/2014, as set out above be received and noted.

STEPHEN HUGHES
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

12th June 2013

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 2013/14 as set out below.

Background and Update on Work of the Panel

2. The Panel was established in 2012 under the Police Reform and Social Responsibility Act 2011. It 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.
3. To date the Panel has been chaired by Councillor Darren Cooper (Sandwell MBC). It has held six meetings at venues across the West Midland region. During this inaugural year the Panel has established administrative arrangements and undertaken a number of key statutory tasks, including:
 - Holding the country's first Confirmation Hearing for Yvonne Mosquito Deputy PCC on 26 November 2012
 - Reviewing the PCC proposed precept on 6 February 2013 and made recommendations about the funding
 - Commenting on the PCC Police and Crime Plan on 18 March 2013
 - Launching the Panel's policy for handling complaints about the PCC and Deputy PCC
 - Recruiting its two independent panel members following a open application process
4. The Panel's role is to both scrutinise and support the PCC as a critical friend. In developing its work programme for 2013/14 one of its first piece of work will focus on safer travel across the region.
5. Another key priority will include consideration of the 2014 Precept again. Given the short turnaround required in this process one issue to consider is what level of specialist finance support should be available at the Panel meeting to assist Members in undertaking this statutory duty.

Elected Member Appointments

- 6 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 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.
7. 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 West Midlands Panel to achieve a balance panel, making a total membership of 12 local authority members and 2 independent members. The following political balance will apply to the Panel:

Labour	8
Conservative	3
Liberal Democrats	1

8. Each district Council is responsible for making its own individual nomination each with a named substitute. Appointments to the remaining 5 elected member places (and named substitutes) will be considered at this meeting of the Joint Committee in line with the tables shown below:

	Local Authority individual nominations (7)	Places for confirmation at this meeting of the West Midlands Joint Committee (5)	Total (12)
Labour (8)	<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 – (Solihull to nominate 2013/14)	8
Conservative (3)	<u>2 places</u> Solihull MBC (1) Walsall MBC (1)	<u>1 place</u> Birmingham CC (1)	3
Liberal Democrats (1)	-	<u>1 Place</u> Birmingham CC (1)	1
Total	7	5	12

The following nominations have been received to date by the Host Authority. A verbal update will be given at the meeting.

Local authority nominations (7 places + named substitutes)

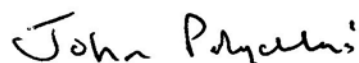
Political Group	District	Member	Named Substitute
Labour	Birmingham	J Phillips	P Hamilton
Labour	Coventry	A Lucus	tba
	Dudley	D Tyler	tba
	Sandwell	D Cooper	J Webb
	Wolverhampton	E Mattu	R Lawrence
Conservative	Solihull	K Meeson	R K Sleigh
	Walsall	M Bird	Z Ali

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

Political Group	District	Member	Named Substitute
Labour	Black Country Councils (2 Places)	- S Coughlan (Walsall) - S Arshad (Dudley)	- tba (Wolverhampton) - D Hosell (Sandwell)
Labour	Solihull	D Jamieson	Dr S Slater
Conservative	Birmingham	M Whitby	D Alden
Liberal Democrat	Birmingham	P Smith	R Hassall

Recommendation

9. That the Joint Committee confirm the appointment of the 5 additional members to the Panel (with named substitutes) to achieve the balanced objectives, as shown in paragraph 8 above.



John Polychronakis
Chief Executive, Dudley MBC

john.polychronakis@dudley.gov.uk

Tel: 01384 815200

ITEM 5D - APPENDIX B

WEST MIDLANDS JOINT COMMITTEE CONSTITUTION

[2013]

1. (i) The District Councils of the County of West Midlands established on 24 July 1985 a Joint Committee known as the West Midlands Joint Committee ("the Committee") for the purpose of discharging the functions mentioned in the Annex. The Committee was a joint committee for the purposes of Part VI of the Local Government Act 1972 and the provisions of that part applicable to joint committees shall apply to the Committee.
- (ii) This Revised Constitution has been updated to reflect changes as set out in the Localism Act 2011 in relation to strategic planning and cross boundary infrastructure matters which must now be dealt with via the Duty to Cooperate ("the duty"). in law? brought about, primarily, by the Local Government Act 2000. Further takes account of a relation to The Duty to Co-operate? Further the establishment of a Shadow Integrated Transport Authority Board, its membership and role and functions as outlined in the attached annexe. ??
2. (i) The Committee shall comprise seven voting members, each District Council being entitled to appoint one voting member who shall be a member of the District Council making the appointment. In the event of any voting member of the Committee ceasing to be a member of the District Council which appointed him/her, the District Council shall forthwith appoint another voting member in his/her place. Only a voting member is entitled to be elected as Chair or Vice-Chair of the Committee.
- (ii) Each District Council may appoint two of its members to attend the meeting of the Committee as observer members in addition to the voting member appointed under (i) above. Such observer members may speak at meetings of the Committee but not vote.
- (iii) Each District Council may appoint members of its Council as substitute for the voting members or observer members appointed under (i) or (ii) above to attend meetings of the Committee and its sub-committees in the absence for any reason of the voting members or observer members appointed under (i) or (ii) above and in attending meetings of the Committee and its sub-committees the substitute voting members or observer members shall be treated in all respects as if they were appointed under (i) or (ii) above as the case may be. The Secretary for the Committee shall be informed prior to the commencement of the meeting of the names of substitute members.
- ~~(iii)~~(iv) The Chairman of each Joint Authority appointed in the West Midlands shall be an ex officio member of the Committee. Such ex officio members may speak at meetings of the Committee but not vote.
- (v) The Chairman (or their delegated representative) of each of the Local Enterprise Partnership's covering the Met. Area geography (GBS LEP, Black Country LEP and Coventry & Warwickshire LEP) shall be an ex officio member of the Committee. Such ex officio members may speak at meetings of the Committee but not vote. ????
- ~~(iv)~~
- ~~(v)~~(vi) The Committee shall, at its Annual Meeting, elect a Chair and Vice-Chair from amongst its voting members. In the event of both being absent from the meeting, the Chair and the Vice-Chair for whatever reason, the Committee shall elect a Chair from amongst the voting members present for that meeting.
- ~~(vi)~~(vii) Four voting members of the Committee shall constitute a quorum. Except as otherwise provided by ~~the Local Government Acts 1972 and 1985~~statute, all questions

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shall be decided by a majority of the votes of the voting members present, the Chair having the casting vote in addition to his/her vote as a Member of the Committee.

~~(vii)~~(viii) The Committee will meet as agreed at AGM but in any event at least quarterly. However, a meeting of the Committee may be convened ~~by the Chair~~ at any time by the Secretary in consultation with the Chair. A meeting of the Committee must also be convened by the Chair within 28 days of the receipt of a requisition of any two voting members of the Committee addressed to the Secretary to the Committee. All requisitions shall be in writing and no business other than that specified in the requisition shall be transacted at such a meeting.

~~(viii)~~(ix) The Committee shall from time to time make such standing orders for the carrying on of the business of the Committee as the Committee shall deem necessary or desirable.

~~(ix)~~(x) For the avoidance of doubt and subject to there being no changes to the law on this issue, where a District Council is operating executive arrangements pursuant to the Local Government Act 2000 (and any regulations made under it), it will be a matter for the Executive of the District Council to appoint any voting member, observer member or substitute member to the Committee.

3. The Committee shall from time to time appoint such sub-committees to consider and deal with any of the functions of the Committee as may be thought desirable.

4. The Committee shall employ a Secretary and such other officers as may be deemed necessary for the due conduct of the business of the Committee at such remuneration (if any) and upon such terms as the Committee shall decide. The appointment of Secretary shall be for a term of three years and shall be made at the annual meeting of the Committee in the appropriate year.

5. (i) The Secretary shall keep proper accounts of the money received and expended by the Committee.

(ii) The Secretary shall apportion the expenses of the Committee between the District Councils in proportion to the population of each district in the County.

6. This Revised Constitution and, subject as hereinafter mentioned, the functions of the Committee may be amended at any time by the unanimous agreement of the District Councils.

7. That the relevant Standing Orders for West Midlands Joint Committee are those of Birmingham City Council.

8. Decision making between meetings is delegated to the Chair, but those decisions are only to be implemented if supported in writing by the signatures of all of the Chief Executives of each of the 7 Districts.

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The Annex

(Functions of the Joint Committee)

1. To make nominations or appointments as the case may be:-

- (i) to the 5 balancing places of the West Midlands Police Authority and Crime Panel
- ~~(ii) to the Local Government Association as part of the West Midlands Electoral College;~~
- ~~(iii) to the West Midlands Local Government Association;~~
- ~~(iv) to the West Midlands Enterprise Limited.~~

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2. In relation to Birmingham ~~International~~ Airport, to:-

~~(i) 2.1~~ (i) determine the exercise of the Districts' powers and rights as shareholders of the Company including the manner in which the Districts' block shareholder vote is to be exercised;

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(ii) determine the manner in which the block vote is to be cast by any of the Districts' Directors.

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~~(iii)~~(iii) determine the exercise of rights and performance of obligations, warranties, indemnities and covenants contained in the Investment Agreement and Taxation Deed relating to the restructuring of the Airport;

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~~(iii)~~(iv) appoint and remove the Districts' Directors on the Main Board and Management Board, appoint and remove the Joint Deputy Chairman, and appoint appropriate officers as Districts' nominees-Observers to attend Board meetings and support the District Directors.

2.2 The delegation of powers by the Districts to the Joint Committee in clause 2.1 shall be subject to a condition that all resolutions of the Joint Committee or any Sub-Committee appointed by the Joint Committee shall be passed by a majority of the members present who between them represent Districts who hold at least 51% of the Districts' total shareholding.

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2.3 The Joint Committee may arrange for the discharge of their functions by a Sub-Committee subject to the same condition set out in clause 2.2.

2.4 The Joint Committee may arrange for the discharge of their functions subject to the condition set out in clause 2.2 by each of the Districts' Chief Executives or anyone authorized by any District to act in the Chief Executive's absence acting in consultation with the Chair or Vice Chair of the Joint Committee.

~~(iv)~~ A decision of the Committee on any issue relating to Birmingham International Airport will only bind every District if it is passed by a simple majority of voting members and a simple majority of the Districts' total shareholding.

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3. To co-ordinate actions on important issues affecting the Districts and to provide a vehicle for communicating these actions, and the needs of Districts, to Government and other influential bodies.

4. To consult and co-operate, as respects matters affecting the District Councils (including the Duty to Cooperate and as appropriate, with each District Council and the Joint Authorities. (including the Duty to Co-operate on Planning matters).

5. To consider, in consultation with and, if appropriate, in partnership with the Joint Authorities, whether they could make better value arrangements for the provision of any services, supplies or works required in connection with the discharge of the functions of the District Councils.
6. To co-ordinate the exercise by the District Councils of the enforcement functions conferred on them by the Weights and Measures Act 1985 (as amended) with a view to securing uniformity in the exercise of those functions throughout the West Midlands and the employment provision or use by those Councils for the purposes of those functions of staff, property and facilities.

~~7.7. To oversee the work of and payment of the Joint Data Team contract with Mott Macdonald Ltd dated 27 March 2008. To exercise the functions delegated to it by the Agreement between the District Councils relating to landfill brokerage dated 9 September 1994.~~

8. To receive reports from any partnership

9. To exercise the functions delegated to it by the Agreement between the District Council relating to landfill brokerage dated 9 September 1994.

10. In relation to the Shadow Integrated Transport Authority Board

10.1 To act as a strategic advisory body; setting and reviewing objectives for strategic investment in transport and economic infrastructure across the conurbation, including:

- a. Providing a coherent single position on the major strategic transportation issues
- b. Setting the annual transport budget
- c. Setting major transport priorities
- d. Approving and monitoring the Local Transport Plan and its expenditure

Advising the existing ITA in respect of developing and monitoring the Local Transport Plan and its expenditure.

2-10.2 Consider the formal review and identify a preferred option for transport governance which is fit for purpose;

3-10.3 Influence and align government investment in transport in order to boost economic growth;

4-10.4 Have regard to the duty to cooperate and Joint Committee's overall function as set out above, as per (REF DTC paper);

5-10.5 To ensure alignment between decision making on transport and decisions on other areas of policy such as land use, economic development and wider regeneration;

6-10.6 Co-ordinate and align decision making on transport with the LEPs (through direct LEP representation) ensuring that business views are taken on board and that LEP growth plans are reflected in strategic priorities;

7-10.7 Approvedvising on capital expenditure programmes and ensuring policy and programmes are delivered effectively through partners including Local Authorities, Centro, Network Rail and the Highways Agency;

8-10.8 Recommend appropriate steps to reorganise the ITA to make its functions more efficient; and

10.9 Engaging and Co-ordinating with the wider travel to work area.

7.

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WEST MIDLANDS JOINT COMMITTEE – 12 JUNE 2013

Report of Secretary

WMJC NOMINATIONS AND SUBSCRIPTIONS TO OTHER BODIES 2013/2014

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 2013/14 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 in October when future meeting dates for 2013/14 will be confirmed. 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 2012, this Committee appointed Councillor Roger Lawrence – Wolverhampton City Council (or his substitute, – no appointment was made by 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 2013/14 at a cost of £1450.**
- ii) **That Councillor.....be appointed to serve on the West Coast Rail 250 Campaign General Council and that Councillorbe appointed as substitute Member for the period ending with the Annual Meeting of this Committee in 2014.**

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 2013/14 are 28 June 2013, 25 October 2013 and 7 March 2014

Subscription/Appointments

13. The Special Interest Group subscription will this year remain at £4,740.
14. At its Annual meeting on 13 June 2012, 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 £4,740.**
- 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 2014.**

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 2012/13 appointees were Councillor I Ward (Lab – Birmingham) and Councillor S Trow (Lab- Sandwell).

Recommendation

i) Thatand.....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 2014.

WEST MIDLANDS JOINT COMMITTEE – 12 JUNE 2013

Report of Secretary

WMJC NOMINATIONS AND SUBSCRIPTIONS TO OTHER BODIES 2013/2014

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 2013/14 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 in October when future meeting dates for 2013/14 will be confirmed. 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 2012, this Committee appointed Councillor Roger Lawrence – Wolverhampton City Council (or his substitute, – no appointment was made by 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 2013/14 at a cost of £1450.**
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WEST MIDLANDS JOINT COMMITTEE – 12 JUNE 2013

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Recommendations

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17. The 2012/13 appointees were Councillor I Ward (Lab – Birmingham) and Councillor S Trow (Lab- Sandwell).

Recommendation

i) Thatand.....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 2014.

WEST MIDLANDS JOINT COMMITTEE – 12th June 2013

Report of Birmingham City Council and Dudley MBC District Advisers

BIRMINGHAM AIRPORT HOLDINGS LTD

1. Purpose of Report

- 1.1 To note an action taken under the Districts' Side Agreement since the last Meeting of Joint Committee

2. Background

- 2.1 Under Section 5.4 of the Districts' Side agreement, Joint Committee may arrange for the discharge of their functions by each of the Districts' Chief Executives or anyone authorised by any District to act in the Chief Executive's absence acting in consultation with the Chair or Vice Chair of Joint Committee
- 2.2 Paragraph 3 below set out an action taken since the last meeting of Joint Committee

3. District nominations- action taken under Districts' Side Agreement

- 3.1 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.
- 3.2 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.
- 3.3 In June 2012 ,West Midland Joint Committee appointed the District Directors for a two year term of office ending with the Annual General Meeting of the Joint Committee in June 2014. The appointments included Councillor P. Lowe from Dudley MBC
- 3.4 Approval has subsequently been given under Section 5.4 of the Districts' Side Agreement to the appointment of Councillor Hilary Bills from Dudley MBC to serve on the Board of Birmingham Airport Holdings Limited for the remainder of the period expiring in June 2014 in place of Councillor P. Lowe

4. Recommendation

It is recommended that:

- 4.1 the action taken under the Districts' Side Agreement set out in paragraph 3 above be noted

Elaine Peach
Airport Adviser

Philip Tart
Airport Adviser

Contact Officer: Elaine Peach
Birmingham City Council
Telephone: 0121 303 3938
E_mail: elaine_peach@birmingham.gov.uk

REPORT TO WEST MIDLANDS JOINT COMMITTEE – 12th JUNE 2013

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

West Midlands Joint Committee 2012/13 Outturn and Annual Return

1. Introduction

- 1.1 The purpose of this report is to present the 2012/13 Outturn for the West Midlands Joint Committee (WMJC) and also the Annual Return for 2012/13 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 2012/13 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. 2012/13 Outturn

- 3.1 At its meeting on 23rd January 2013, the WMJC received a report on the Co-ordinated Services and Shared Facilities Budget 2013/14 which included a forecast of the 2012/13 Outturn for the WMJC budget. Appendix A of this report compares the actual outturn for 2012/13 with the forecast Outturn reported in January.
- 3.2 The forecast Outturn in January, taking into account deficit balances brought forward from 2011/12, was for a net surplus Outturn balance of £26,290 for 2012/13. Appendix A shows that the actual Outturn is a net surplus balance of £39,542 and that there are no significant variations.

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 Grant Thornton (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 30th June 2013. 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 2012/13 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 30th September 2013.
- 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 2012/13. 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 2012/13 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 30th September 2013. Officers will ensure that these requirements are complied with.

**STEPHEN HUGHES
SECRETARY TO WEST MIDLANDS
JOINT COMMITTEE, CHIEF
EXECUTIVE, BIRMINGHAM CITY
COUNCIL**

West Midlands Joint Committee 2012/13 Actual Outturn

ITEM 6 -APPENDIX A

(compared to Forecast Outturn for 2012/13 reported to the Committee on 23rd January 2013)

	2012/13		
	Forecast Outturn £	Actual Outturn £	Variation £
BALANCES BROUGHT FWD			
Total	(60,765)	(60,765)	0
EXPENDITURE			
Joint Committee			
Pensions	76,510	73,717	(2,793)
Subscriptions	6,190	6,190	0
Finance & Administrative Support	39,224	33,481	(5,743)
Aeronautical Adviser	27,018	20,447	(6,571)
Legal Fees	500	845	345
Miscellaneous	900	2,409	1,509
Audit of accounts	2,940	2,940	0
	153,282	140,029	(13,253)
INCOME			
Contributions	(118,807)	(118,806)	1
(SURPLUS)/SHORTFALL BALANCE CARRIED FWD	(26,290)	(39,542)	(13,252)

Small Bodies in England

Annual return for the year ended 31 March 2013

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 2013.

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 2013, 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 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 2013.

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 or www.slcc.co.uk) or from the members area of the Association of Drainage Authorities website (www.ada.org.uk).

Section 1 – Accounting statements 2012/13 for:

Enter name of
reporting body here:

WEST MIDLANDS JOINT COMMITTEE

	Year ending		Notes and guidance
	31 March 2012 £	31 March 2013 £	
			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	-13,944	60,765	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	215,112	118,806	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	-4,843	-4,824	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	-135,560	-135,205	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	60,765	39,542	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	68,005	39,542	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 2013 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. Gary

Date 29/05/2013

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

and recorded as minute reference:

Signed by Chair of meeting approving these accounting statements:

Date

Section 2 – Annual governance statement 2012/13

We acknowledge as the members of WEST MIDLANDS JOINT COMMITTEE +
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 2013, 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.	✓		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.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the body to conduct its business or on its finances.	✓		has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done 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.	✓		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.	✓		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.	✓		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.	✓		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.	✓		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

dated

Signed by:

Chair

dated

Signed by:

Clerk

dated

***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 2012/13

Certificate

We certify that we have completed the audit of the annual return for the year ended 31 March 2013 of:

WEST MIDLANDS JOINT COMMITTEE

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 2013; 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 2012/13 to

WEST MIDLANDS JOINT COMMITTEE

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 2013.

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.			
B The body's financial regulations have been met, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.			
C The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.			
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.			
E Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.			
F Petty cash payments were properly supported by receipts, all expenditure was approved and VAT appropriately accounted for.			
G Salaries to employees and allowances to members were paid in accordance with body approvals, and PAYE and NI requirements were properly applied.			
H Asset and investments registers were complete and accurate and properly maintained.			
I Periodic and year-end bank account reconciliations were properly carried out.			
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.			

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 2012/13 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 2013).
- 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 2013 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 2012/13 Actual Outturn**ITEM 6 - APPENDIX C****Comparison of 2012/13 and 2011/12 Outturn**

	2011/12 £	2012/13 £	Ref No.	Variation £	Explanation of significant variances
OPENING BALANCES					
Liabilities					
Deficit (Surplus) balances brought forward:					
- Joint Committee	13,944	(60,765)	1	(74,709)	
Sundry creditors	<u>0</u>	<u>0</u>		<u>0</u>	
	13,944	(60,765)		(74,709)	
Assets					
Cash	(13,944)	60,765		74,709	
EXPENDITURE					
Joint Committee					
Pensions	62,860	73,717	2	10,857	
Subscriptions:					
Strategic Aviation Special Interest Group	4,740	4,740	3	0	
West Coast Rail 250 Campaign	1,450	1,450	4	0	
Finance and Administrative Support	39,224	33,481	5	(5,743)	
Aeronautical Adviser	26,421	20,447	6	(5,974)	
Audit & Public Inspection of accounts	3,241	2,940	7	(301)	
Legal Recharges	0	845		845	
Miscellaneous	2,467	2,409	8	(58)	
TOTAL EXPENDITURE	<u>140,403</u>	<u>140,029</u>		<u>(374)</u>	
INCOME					
Contributions	(215,112)	(118,806)	9	96,306	Reduced level reflecting in year use of prior year surplus balances
Other income	<u>0</u>	<u>0</u>		<u>0</u>	
TOTAL INCOME	<u>(215,112)</u>	<u>(118,806)</u>		<u>96,306</u>	
(SURPLUS)/SHORTFALL FOR YEAR	<u>(74,709)</u>	<u>21,223</u>		<u>95,932</u>	
CLOSING BALANCES					
Liabilities					
Balances carried forward:	(60,765)	(39,542)	10	21,223	
Sundry creditors	<u>(7,240)</u>	<u>0</u>		<u>7,240</u>	
	(68,005)	(39,542)		28,463	
Assets					
Cash	68,005	39,542		(28,463)	
Outturn per Annual Return Format					
(note - the Annual Return shows income as + and expenditure as -)					
Balances brought forward	(13,944)	60,765	74,709	}	
(+) Income from taxation and/or levy	215,112	118,806	(96,306)	}	
(+) Total other receipts	0	0	0	}	
(-) Staff costs	(4,843)	(4,824)	19	}	
(-) Loan interest/capital repayments	0	0	0	}	
(-) Total other payments	(135,560)	(135,205)	355	}	See explanations above
(=) Balances carried forward	60,765	39,542	(21,223)	}	
				}	
Total cash and investments	68,005	39,542	(28,463)	}	
Total fixed assets and long term assets	0	0	0	}	
Total borrowings	0	0	0	}	

Report To West Midlands Joint Committee, 12th June 2013

**WEST MIDLANDS POLICE - CHANGES TO PUBLIC PROTECTION
ARRANGEMENTS (INCLUDING CHILD SEXUAL EXPLOITATION)**

1. Purpose and Recommendations

1.1 To appraise the Joint Committee of:

- a) the roll out of a West Midlands Police Central Referral Unit (CRU) to manage all child protection and vulnerable adult contacts and referrals;
- b) the establishment of a task & finish group to agree (between Local Children Safeguarding Boards, Councils and West Midlands Police) an "attendance protocol" in relation to child protection meetings;
- c) a review by West Midlands Police of its Public Protection Unit (PPU) and to seek support for the proposed engagement in this review of the affected councils; and
- d) proposals to improve the multi-agency response to child sexual exploitation.

2. Background

- 2.1 The protection of children and vulnerable adults is a priority for every council and, consequently, any changes to the operation of the local system are of considerable importance and interest.
- 2.2 Earlier in the year, Chief Executives were advised by the Chief Constable that West Midlands Police was undertaking a review of how it manages "contact, referral and assessment", along with a much larger scale evaluation of the functioning and form of its Public Protection Unit. Given that the Police is a key partner in the local safeguarding systems these reviews need to be followed closely and, to assist in oversight and coordination, the Chief Executive of Solihull Council has been nominated to be the strategic single point of contact for all seven of the Metropolitan area councils.
- 2.3 It should also be noted that a number of councils in the West Midlands Police area are subject to formal intervention by the Department for Education following adverse Ofsted inspections. For these councils, in particular, it is important to understand and influence the changes that WMP wish to make to ensure that they have only a positive bearing on those councils' commitment and capability to improve outcomes.

3. Updates

Central Referral Unit

- 3.1 The roll out of a single West Midlands Police area-wide Central Referral Unit began in autumn 2012, with a pilot of child protection-related contact, referral and assessment taking place across the Black Country. Chief Executives were advised at their most recent meeting with WMP that, from 30 May 2013, adult protection would also be covered in the Black Country and that, from 17 June, the Central referral Unit would extend its geographical scope to include Birmingham. No date was given for completion of the roll out to the Coventry and Solihull areas.
- 3.2 There is now much closer strategic and operational oversight of the implementation of the Central Referral Unit due to Chief Executive intervention arising from concerns that the roll out was not being effectively communicated at the strategic level, and that the implications of the new operating model were not being fully examined and assessed. Anxiety still remains and, consequently, West Midlands Police has committed to ongoing evaluation of the impact of this new approach.

Meetings Protocol

- 3.3 One specific area of concern for councils is West Midlands Police attendance at key child protection meetings. This is particularly the case for those councils in intervention, but there is a more general issue about inconsistency between Local Policing Unit areas (eg physical attendance at Strategy Meetings ranges from 8% [Dudley] – 75% [Coventry]).
- 3.4 Consequently, it has been agreed with WMP that a task & finish group, led by the Chair of Birmingham's Local Safeguarding Children Board, will be established with immediate effect to negotiate attendance at child protection meetings in accordance with both the letter and spirit of the newly revised statutory guidance (Working Together 2013). The outcome(s) of this short life group, which should complete its work by the end of July, will be communicated to Leaders and Chief Executives in due course.

Public Protection Unit review

- 3.5 Whilst the development and roll out of the Central Referral Unit was, in its initial stage, not communicated to Chief Executives, West Midlands Police has learnt from this and is making good efforts to keep councils advised of, and engaged in the scoping and conduct of the Public Protection Unit review.

- 3.6 There has been Chief Executive participation in the initial scoping work (in March) and an invitation for operational staff to engage, subsequently, in various workshops to enhance the understanding of the “what” and the “how” of the review.
- 3.7 Additionally, in response to engagement concerns raised early on, the review lead has asked for a senior/strategic council officer to sit on the Programme Board and for an operational level secondee (with backfill funding from WMP) to be made available to the Review Team for 6 – 8 months. At the time of writing, it has been agreed that the Director of Children’s Services in Solihull will sit on the Programme Board and Birmingham City Council’s Chief Executive is progressing the secondment to the Review Team.
- 3.8 Given that most of the focus so far has been on the child protection elements of the Public Protection Unit’s remit, it will be necessary to ensure that adult issues are also appropriately addressed and this aspect will be kept under review and discussed with West Midlands Police at the newly established routine update session at the meetings of Metropolitan Chief Executives.

Child Sex Exploitation

- 3.2 Child sexual exploitation has been described (by the Chief Executive of Barnardos) as the most serious child protection issue for children over the age of 11 in the UK. Recent high profile court cases (eg Rochdale, Telford, Oxfordshire) demonstrate the pervasive and evolving nature of this crime and there should be no doubt that it is only a matter of time before there are similarly high profile exposures and courts cases in our area.
- 3.3 Recent discussions between Chief Executives and senior West Midlands Police officers, individually and through the Metropolitan Chief Executives group, have highlighted that both the Police and the wider multi-agency responses need to be enhanced. West Midlands Police has reported that, whilst resources have been enhanced in the last six months to provide greater capacity and a sharper focus on this area, the growing awareness, understanding and consequent casework still needs to move up a level in order for agencies to be confident that capacity and capability are keeping pace with demand.
- 3.4 In taking forward an increased impetus for collaboration on this issue, the West Midlands Regional CSE Steering Group and the West Midlands Police are proposing an area-wide multi-agency team approach for future working. To progress this opportunity, the lead Chief Executive (Solihull) and the Regional CSE Steering Group Chair are meeting with ACC Sharon Rowe on 4th June to take thinking and planning forward.

- 3.5 The outcomes will be considered by the Metropolitan Chief Executives group and proposals reported to Joint Committee at a future meeting.

4. Conclusion

- 4.1 West Midlands Police has embarked upon an ambitious change programme. Councils within the West Midlands Police area need to engage in constructive support and challenge to ensure that the roll out of the Central Referral Unit, the review of the Public Protection Unit and enhanced CSE arrangements are driven, first and foremost, by the aim of improving outcomes for vulnerable children and adults, with service redesign and greater efficiency and economy a means to that end. Strategic and operational engagement has been agreed and the Joint Committee/Leaders will receive a regular update on issues, implications and progress.

Report Author: Lead Chief Executive, Solihull Council

West Midlands Metropolitan Districts Chief Executives Group

**REPORT TO JOINT COMMITTEE
12th June 2013**

Report of Chief Executive, Centro

TRANSPORT ITEMS

Purpose of Report

1. To report on current transport items.

Recommendations

2. To note the actions being taken in the report.

HS2

3. The Government published its original plans for HS2 in 2010 which was followed by public consultation which ended in July 2011. The ITA's response, which outlined full support for HS2, was developed following consideration of the "*High Speed Rail- Draft Consultation*" report by the ITA in June 2011. Within the response the ITA outlined its strong support for the following key proposals:
 - A HS2 Phase One link between the West Midlands and London
 - A Phase Two Link between the West Midlands and the North East and separately to the North West referred to as the "Y-Network"
 - Two proposed HS2 stations in the Wes Midlands in Birmingham City Centre and near Birmingham Airport/ NEC
 - Proposed maintenance depot in Washwood Heath
 - Connectivity to Heathrow via interchange with Crossrail at Old Oak Common and potential a HS2 spur in phase two
 - International services via a HS1-HS2 link
- 3.1 Since June 2011, there have been a number of subsequent publications and announcements by the DfT and HS2 Ltd which also been considered by the ITA allowing the opportunity to provide additional ITA positions, namely:
 - Government decision to approve HS2 – January 2012
 - West Midlands Connectivity Paper – July 2012
 - HS2 Phase Two announcement by the DfT – March 2013.

HS2 Environmental Statement

- 3.3 On 16th May the Government published its HS2 Phase 1 draft Environmental Statement (ES), including a draft Code of Construction Practice (CoCP). These are being considered by regional stakeholders and the deadline for responses is 11th July 2013.

- 3.4 The ES is a work in progress and describes the HS2 route design as it currently stands and the alternatives that have been studied. It summarises the environmental impact assessment process to date and the potential significant effects that the HS2 project may have on the environment. It also identifies proposals to avoid, reduce or, where practicable, off-set any significant adverse effects. The formal ES will be deposited with the hybrid bill towards the end of 2013.
- 3.5 HS2 has revealed its intention to tunnel under the M6 in east Birmingham (from the proposed Washwood Heath depot to Castle Bromwich Business Park). It is important we work together to continue to press the case for the 'one-station' approach at Moor Street ensuring swift transfer between local and high-speed services. We must also ensure the station is developed to provide excellent connectivity with other modes of transport generating the maximum benefits for our region. Main access must be via Moor Street.
- 3.6 The consultation closes on 11th July 2013 and the West Midlands should submit a 'Single Voice' response to ensure there is consistency of all technical work streams currently being undertaken and that a single point of contact is established with HS2 Ltd.

National Audit Office Report

- 3.7 On May 16th 2013 the National Audit Office (NAO) published a report which analysed HS2 and was widely picked up by the press. The main criticisms of Hs2 outlined in the NAO report were:
- a. £3.3 billion funding gap
 - b. No evidence of benefits for the regions
 - c. 'Challenging timescale of the project
- 3.8 The Transport Secretary Patrick McLoughlin responded saying the report contained out-of-date analysis, did not consider the importance of capacity or that economic modelling was only part of the story. Go-HS2 members appeared on Midlands Today and ITV Central (Jerry Blackett) and a statement highlighting the importance of HS2 to our region and our demand for rail (Geoff Inskip) was carried by the Financial Times, Birmingham Post and BBC.

Major Projects Authority

- 3.9 The Major Projects Authority (MPA) has assessed HS2 and given an amber/red rating. This is not unexpected for major projects and the Transport Secretary has responded by saying that the report is a view based on data from June 2012. Since then much work has taken place and the Judicial Review resulted in nine of ten challenges from opponents being rejected.

M6 Toll

4. On 18th April 2013, the Road Haulage Association and the owners of the M6 Toll Midland Expressway Limited (MEL) announced that RHA members would have free access to the M6 Toll during July as a trial to ascertain the impacts and benefits for increased HGV use on the M6 Toll. RHA members need to pre-register with MEL who will then issue an electronic tag for access through the toll booths. The trial will not permit free use at the point of entry and without the tag road hauliers will still need to pay a charge. The trial excludes non-RHA members such as members of the Freight Transport Association and therefore will not cover all HGVs which, for example, presently use the M6.
- 4.1 Regarding the impacts of the trial we have liaised with the HA to understand what monitoring data could be available. The HA has indicated that they do not intend to undertake any additional monitoring beyond their regular traffic flow monitoring which will provide actual numbers and will be for the M6 only. Centro therefore intends to complement this data with more detailed traffic flow monitoring on the M6 Toll which should more accurately identify increases in HGV flows and crucially provide steer as to the time profile of usage, for instance AM peak.
- 4.2 We will continue active dialogue with freight operators regarding additional data for the trial and will provide updates in due course.

Local Pinch Point Fund Success

5. On 31st May 2013, DfT announced the second tranche of funding from the £190 million Local Pinch Point Fund. The schemes approved include improvements and upgrades to vital roads and bridges, new access routes and enhancements to address congestion at local traffic hotspots. Many of the schemes will help enhance provision for buses, as well as improving facilities for cycling and walking;
- 5.1 Successful schemes within the West Midlands were;
 - Birmingham CC receiving £3.9m towards Inner Ring Road Enhancements.
 - Coventry CC receiving £3.920m towards A4600 Congestion Relief Scheme.
 - Wolverhampton CC receiving £2.5m towards road improvements on the Wobaston Road Corridor.
 - Centro receiving £2m for its package of rail Park and Ride expansions at Kings Norton, Four Oaks and Stourbridge Interchange stations.

West Coast Main Line Franchise

6. The DfT has now announced that it will negotiate a franchise extension with Virgin Trains to allow operation of services until April 2017.
- 6.1 Virgin Trains are now progressing some of the improvements proposed under the abandoned franchise process.
- 6.2 For example, Virgin Trains have now applied for rights to operate a new London – Rugby – Stafford - Telford - Shrewsbury service from December 2013.
- 6.3 Virgin is also proposing combining the current Scotland to Birmingham service with the Wolverhampton – Birmingham - London service. This operational change will provide new direct services from Coventry and Birmingham International to Cheshire, Lancashire, Cumbria and Glasgow/Edinburgh.
- 6.4 Virgin has also indicated that it is willing to look at arrangements to assist the delivery of the Wolverhampton Station improvement scheme.

New Stations

7. The new station at Stratford Parkway opened on 19 May with additional evening and weekend services between the West Midlands and Stratford being supported by Centro.
- 7.1 The proposed new stations at Worcester Parkway did not receive the go-ahead in the DfT's May 2013 New Stations Fund announcement. However, DfT announced on 3rd June that Kenilworth Station would receive £5m towards building a new station at this site.

Rail Investment in Industry Control Period 5 (2014-19)

8. The ITA has welcomed the investment in Network Rail's Strategic Business Plan for the period 2014 to 2019 in January 2013. The Walsall-Rugeley Electrification scheme and Leamington Spa - Coventry Capacity Enhancement schemes (and associated Electric Spine scheme) are being progressed. However, it was disappointing that the proposed Water Orton corridor enhancements and improved access to Kingsbury freight terminals have been dropped.
- 8.1 The Water Orton/Kingsbury scheme would have released additional capacity on the important route which it had been envisaged would have allowed local passenger services between Birmingham and Tamworth/Nuneaton. These are the only passenger rail routes into the West Midlands conurbation without a local passenger service. The introduction of local services would have relieved the long distance

CrossCountry services which currently serve these routes, thereby freeing up space for both local and long distance services.

- 8.2 Centro has submitted this scheme to the Coventry and Warwickshire and Greater Birmingham and Solihull LTBs as a potential candidate project for a Major Scheme Funding contribution.
- 8.3 The next phase of the CP5 process will see the Office of Rail Regulation publish a “Draft Determination” document on 12 June 2013, which will be the subject of a further formal consultation process.

Geoff Inskip
Chief Executive, Centro

**REPORT TO WEST MIDLANDS JOINT COMMITTEE
12th June 2013**

Report of Chief Executive, Centro

WEST MIDLANDS RAIL DEVOLUTION

1. Recommendation

- 1.1. Joint Committee Members are recommended to endorse the proposed process to agree the submission of a proposal for a devolved West Midlands Rail Contract to the DfT in the Autumn.
- 1.2. Joint Committee Members should note that any agreement to enter into a West Midlands Rail Contract would be subject to the right financial agreement being reached with the DfT.

2. Background

- 2.1. In July 2012 Centro submitted an Expression of Interest, supported by Metropolitan and regional stakeholders, to the Department for Transport for the devolution of local rail services in the West Midlands.
- 2.2. We believe that there would be major benefits arising to passengers and the economy in the West Midlands from Rail Devolution, which would have the following objectives:
 - Support economic growth by delivering more capacity and connectivity,
 - Deliver a better service for passengers, encouraging use and reducing carbon emissions,
 - Make the West Midlands rail network more accountable to local people, and;
 - Deliver a more efficient railway which is better value for the taxpayer.
- 2.3. Following the collapse of the West Coast Franchise process in October 2012, the DfT commissioned the Brown review and published a revised franchise programme on 26 March 2013. The new programme indicates that the current London Midland franchise (due to end in September 2015) would be renewed in June 2017 preceded by a 6 month extension to the current franchise and then the negotiation of a new interim Single Tender Action contract for 15 months from April 2016 to June 2017.
- 2.4. The DfT have indicated that there remains strong political support nationally for rail devolution and have invited Centro to submit a

proposal to them which includes a business case in Late Summer/Autumn 2013.

3. DfT Proposal

3.1. The DfT has indicated that it wishes to receive a proposal for a single, defined contract option that includes details of:

- Contract map, services and scope
- Commercial structure including revenue risk
- Relationship with DfT and funding principles

3.2. The proposal will include a high-level business case for a devolved rail contract based on the DfT's five case model (Strategic, Financial, Economic, Commercial and Management). This will need to demonstrate the benefits of a devolved rail contract compared to a do-nothing scenario which assumes the continuation of the DfT's existing franchise policy.

3.3. The DfT has also flagged up the importance of having a proposition that is fully supported by all key regional stakeholders and transport authorities, with clear governance arrangements.

3.4. It is anticipated that a devolved WM Rail Contract would have an annual operational cost of circa £200M (excluding NR fixed charges), with income around £100M. As we propose that the period of the franchise to be between 2017 and 2026 (aligned with HS2 Phase 1), the gross contract value could be nearing £2 Billion.

3.5. Negotiating an acceptable funding agreement with the DfT which both creates local funding opportunities and minimises local risk exposure will be essential if WMJC are going to be able to approve Centro becoming the devolved contracting authority.

3.6. The principles for such a funding agreement will form part of the Autumn submission.

3.7. Following the submission of a proposal (which would not be binding), the DfT would review and assess the proposal and respond in Spring 2014. This is likely to include the DfT formally agreeing to work with Centro and allocating resources to jointly take forward the replacement of the London Midland franchise. The DfT has also indicated that it would expect Centro to have a strong input into defining the requirements of the 15-month interim contract to be negotiated as a Single Tender Action prior to the devolved contract.

4. Process to Develop Proposal

- 4.1. To deliver a proposal by the Autumn will require considerable work to determine the appropriate contract arrangements and business case. It will also require key decisions to be made on issues such as where revenue risk best lays.
- 4.2. Centro is currently seeking financial information from London Midland to allow a quantified analysis to be undertaken on the costs and revenues for a standalone West Midlands Rail Contract. It is anticipated that this would cover the route network shown in Appendix 1. Centro will use this information to develop a contract proposal which we believe would best meet the needs of the West Midlands.
- 4.3. Centro has been engaging with officers from both the Metropolitan District and the Shire authorities on the devolution proposal, and has been using the Regional Rail Forum and Regional Rail Members Group as the appropriate bodies for discussion and debate.
- 4.4. Centro recognises the need to ensure that all stakeholders are fully involved in the process to develop the proposed contract, and in particular the governance arrangements. However, we recognise that as it is likely to be the ITA that receives the financial benefits and takes the financial risks, then having the full agreement of the seven metropolitan districts is fundamental.
- 4.5. The proposed process for approval for submitting a proposal will therefore need to include:
- Joint Committee – Update and process report – 12 June
 - Joint Committee/Shadow ITA Board – Update and governance/principles report – July
 - Regional Rail Forum – Update - 21 June
 - Regional Rail Members Group – Update and report on Governance Principles – 26 July
 - Regional Rail Members Group – Approval of submission and governance arrangements - October
 - Joint Committee/Shadow ITA Board – Approval of submission - October
 - ITA – Approval of Proposal Submission following WM Joint Committee - October/November
 - Submission to DfT – November 2013
- 4.6. As part of this process Centro will be seeking the views of Chief Executives and District leaders on the key principles relating to rail devolution.

5. Conclusions

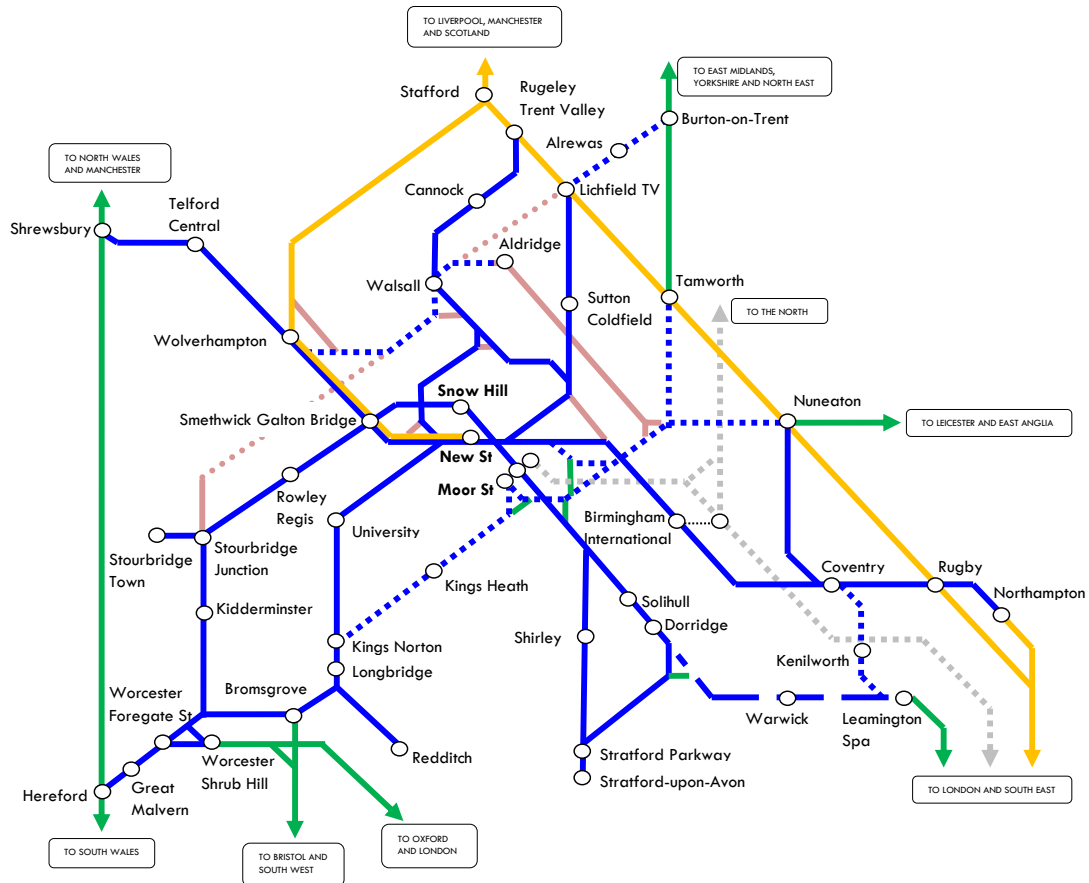
- 5.1. Rail devolution offers the opportunity for the region to take control of a key economic asset and deliver real change for the economy and rail

passengers. It also raises fundamental issues about local accountability and governance which need to be worked through with all local stakeholders. Centro believes that the region is very well placed to take advantage of this opportunity, which could considerably increase the influence the region has over national rail policy and investment programmes. The submission to the DfT in November would be an important step in delivering these benefits.

Geoff Inskip
Chief Executive, Centro

Appendix 1

Proposed West Midlands Rail Contract Map



- Routes to be included in proposed West Midlands Contract (other operators may also provide services)
- - - - Route with infrequent local services to be included in new West Midlands Franchise and developed
- Routes with possible new local services within life of franchise
- Current London Midland routes where services would continue to be specified by DfT
- Routes where all services are provided by other operators
- Future High Speed 2 Line (2026)
- Possible re-opened freight route
- Freight Line

Report to: West Midlands Joint Committee
Date: 12th June 2013
Subject: West Midlands Fire and Rescue Authority
Report by: Cllr John Edwards, Chair of the Authority

1. **Purpose**

Chair's Report

2. **Recommendations**

That the report be noted.

3. **Personal Responsibility**

I am the Chair of the West Midlands Fire and Rescue Authority

4. **Local Government Finance Settlement 2013/14 and 2014/15**

The Local Government Finance Settlement for 2013/14 and 2014/15 was released on 19th December 2012. It indicated that WMFRA will receive a cut of £6 million in 2013/14, approx. 9% of grant, and £4.6million, approx 7.5% of grant, in 2014/15 although this figure is much less certain. Critically, these figures are at around the national average, and every fire and rescue authority is being expected to play their part, unlike in previous years. WMFRA is now halfway through the CSR period 2011- 2015 during which we expect to lose 26% of our formula grant totalling £20.8 million.

Leaders will recall that when WMFRA set its precept in February this year we took account of the additional flexibility conceded as part of our settlement. This enabled the eight English FRAs who raise the lowest amount through Council Tax (WMFRA is the single lowest) to raise up to an extra £5 a year from Band D properties. I gave a commitment that this additional funding would be used in the front line to keep fire stations open and fire appliances 'on the run'. The reference to limited firefighter recruitment in 5d below is in keeping with this commitment, as is the development of Brigade Response Vehicles, also mentioned in 5b below.

5. **Providing an efficient and effective service**

WMFS is continuing to drive efficiency in the service in order to meet our financial challenges. Every effort is being made to maintain or improve the service received by the communities of the West midlands through our response, prevention and protection services. We continue to redesign our approach to service delivery and the services required to support this, key examples are;

a. **Joint Fire Control with Staffordshire**

Following the cancellation of the failed national FiReControl project in 2010, WMFS was approached by Staffordshire FRS about the prospect of a shared facility, as theirs was nearing the end of its life and WMFS's control facilities had benefited from considerable investment and is considered to be "state of the art". This complex and technical process is nearing completion, with shared call handling "going live" this month and the full integration of the two fire control teams at Fire Service HQ in

Birmingham by spring 2014. This collaboration will produce substantial saving for both FRAs. It is being delivered through a joint Government grant of £3.6 million.

b. BRVs

Work continues to roll out our new Brigade Response Vehicles, which are complimentary fire fighting appliances crewed with three firefighters rather than five. They give us more flexibility in response while allowing us to maintain our capability with a smaller number of firefighters. There are currently three BRVs “on the run” in Coventry, Tipton and Dudley, with further vehicles being introduced gradually over the next two years.

c. Administration and Management Reviews

As mentioned in previous reports, a great deal of our focus has been on ensuring support services are as compact and responsive as possible, which has included the creation of a single, centralised admin pool, with a flatter management structure and fewer staff. This still allows us to undertake important administrative work while reducing costs. The review of management across the organisation is now being implemented. These changes will deliver significant financial savings.

d. Firefighter Recruitment

The decision to increase the precept has allowed WMFS to invest in the frontline and begin a process of limited firefighter recruitment towards the end of this year. Firefighter numbers have been decreasing for a number of years due to a four year recruitment freeze and natural attrition due to retirement. Without recruitment our firefighter numbers will fall from 1600 to 1235 during the current CSR period. The small cohort of 50 new firefighters will allow us to secure some stability and maintain the necessary numbers while we continue to introduce new systems such as the BRVs.

6. Sir Ken Knight's review – *Facing the Future*

Sir Ken Knight, the former Chief Fire and Rescue Advisor, has published a report into efficiency and effectiveness of the English Fire and Rescue Service, entitled *Facing the Future*. As part of his review, he visited a number of fire and rescue services. Unfortunately, he did not have the time to visit WMFS in order to see the good work being undertaken here first hand, but did receive written evidence which he considered within the report.

We were pleased to note that many of Sir Ken's suggestions for further efficiency were already being implemented within WMFS. There are a number of further suggestions within the report designed to provoke debate about the future size, shape and governance of the fire and rescue service across England, and WMFRA will be taking the time to produce a considered response. It is expected that the government will release its own response in the autumn.

A copy of WMFRA's submission to Sir Ken's Review has been sent to joint leaders, and gives a clear picture of the wide range of measures being taken to improve efficiency while delivering an effective and high-performing service.

7. Performance

Despite undertaking a significant efficiency programme, West Midlands Fire Service continues to perform well against our key targets. Particularly pleasing was the very low number of deaths from accidental dwelling fires – just seven in the last financial year. Although no death is acceptable, to see such a low number is heartening, and takes us closer to our target of having no deaths at all. We are pleased by the overall reduction in accidental dwelling fires as well as our excellent performance in reducing arson fires of all types.

While it is disappointing to see a slight increase in false alarms in dwellings, we have seen an overall reduction in false alarms of all types and in all building types, and continue to work very hard to reduce these.

Performance Indicator	2011/12	2012/13 target	Actual 2012/13
The number of accidental fires in dwellings	1,773	1,800	1,668
The number of injuries from accidental fires in dwellings	78	87	63
The number of deaths from accidental fires in dwellings	18	Minimal level	7
The number of arson fires in dwellings	361	376	268
The number of accidental fires in non-domestic premises	631	607	612
The number of arson fires in non-domestic premises	273	259	166
The number of arson vehicle fires	811	771	563
The number of arson rubbish fires	4,286	4,218	2,486
The number of malicious false alarms calls received	3,313	TBC	2,876
The number of false alarm calls due to automatic fire alarms in non-domestic premises	3,301	3,301	3,195
The number of false alarm calls due to automatic fire alarms in dwellings	3,103	3,034	3,149
The percentage of dwelling fires where a <u>working</u> smoke alarm was fitted	68.1%	none	71.8%
Number of rescues from fires (<u>excluding</u> casualties who are rescued)	86	N/A	69
Number of rescues from RTC's (<u>excludes</u> casualties)	55	N/A	80
Number of rescues from SSC's (<u>excludes</u> casualties)	623	N/A	371

For the first time WMFRA has published our performance against the risk based standards used to support our Integrated Risk Management Plan. These can be viewed on page 11 of our published strategy called 'The Plan 2013-16'. This can be found at www.wmfs.net

8. Other News

a. Royal Society for the Prevention of Accidents award

West Midlands Fire Service has won the RoSPA Emergency Services Sector Award for the third time in four years. This Sector Award recognises the organisation that has demonstrated the best health and safety management performance within all of the Emergency Services (including Police and Ambulance).

b. Major Incident – Smurfit Kappa Fire

A fire at the Smurfit Kappa paper recycling plant in Nechells, Birmingham, required 30 fire appliances and took several days to fully put out. Some 9,000 tonnes of cardboard were burning at its height, spread across a seven acre site. We worked closely with the Police, making use of their helicopter to track the fire in order to deal with it safely and effectively.

John Edwards

Chair, West Midlands Fire and Rescue Authority

M I N U T E S

meeting: **WEST MIDLANDS PLANNING AND
TRANSPORTATION SUB-COMMITTEE**

date: **1 MARCH 2013**

PRESENT:-

Councillor J McNicholas	-	Integrated Transport Authority (Chairman)
Councillor T Ansell	-	Walsall
Councillor P Bilson	-	Wolverhampton
Councillor D Bell	-	Solihull
Councillor J Foster	-	Dudley
Councillor K Hartley	-	Integrated Transport Authority
Councillor R Horton	-	Sandwell
Councillor G E Richards OBE	-	Solihull
Councillor Judith Rowley	-	Wolverhampton

OFFICERS IN ATTENDANCE:-

L Barnstable	-	Wolverhampton
J Bird	-	CENTRO
A Donnelly	-	CEPOG Core Support Team
J Harte	-	Solihull
M Holloway	-	Dudley
A Osola	-	Birmingham
S Pretty	-	Walsall
P Smith	-	Sandwell
J Thrush	-	CENTRO
D Francis	-	Wolverhampton, representing the Secretary

Wolverhampton
City Council



PART I - OPEN ITEMS
(Open to the Press and Public)

Apologies for Absence

61. Apologies for absence had been received from Councillor S Ali (Dudley), Councillor T Ali (Birmingham), Councillor L Bingham (Coventry) and Councillor D Rowley (Sandwell).

Councillor R Horton informed the Sub-Committee that Councillor D Rowley had undergone his operation to remove his stones.

Resolved:

That a letter conveying best wishes for a speedy recovery be sent on behalf of the Sub-Committee to Councillor D Rowley.

Notification of Any Substitute Members

62. Councillor J Foster attended the meeting as a substitute for Councillor S Ali (Dudley).

Notification of Any Declarations of Interests

63. No declarations of interests were made.

Minutes – 19 November 2013 (Appendix 37)

64. Resolved:-
That the minutes of the meeting held on 19 November 2012 be confirmed as a correct record and signed by the Chairman.

Matters Arising

65. There were no matters arising from the minutes of the meeting held on 19 November 2012.

Local Transport Plan Targets Overview – Presentation (Appendix 38)

The Sub-Committee received a presentation from John Bird, Centro in relation to an interim report on the 2012/13 West Midlands Local Transport Plan 3 (LTP3) performance aims. LTP3 had 14 performance aims which were all reported annually to the Sub-Committee in June 2013. It had previously been agreed that an update be provided of target areas available more regularly than annually. This applied to the target areas of bus punctuality, bus patronage and numbers of road users killed and seriously injured.

The key highlights from the interim report were:

- A slight fall in bus punctuality - this was being addressed by network reviews;
- A fall in bus patronage but the rate of decline was falling - signs of the figure becoming stable especially in areas with local voluntary multi-operator arrangements

- The killed and seriously injured targets remained on track to be met.

The Chair noted that a full report would be presented to the Sub-Committee at its June meeting.

Councillor G E Richards OBE asked whether there was any correlation between the reduction in bus patronage and the fall in bus punctuality. He also queried whether the patronage figures included people who used special-needs transport, given that a charge had been introduced for this service. Mr Bird informed the Sub-Committee that he was aware of a reduction in patronage on special needs transport and he undertook to make further enquiries as to the reasons. In terms of punctuality he also reported that this indicator always came out at the top of all of the customer satisfaction surveys that are undertaken. He also acknowledged the relationship between levels of patronage and punctuality but indicated that there were other factors in play that would affect patronage and levels of customer satisfaction. Centro was aware of this was and it was an area that could be addressed through the local voluntary multi-operator agreements.

Following on from that point the Chairman suggested that a breakdown be provided to the Sub Committee in July on who was not using the bus service.

Councillor R Horton asked whether data was available on bus patronage pre-and post 6pm because for service users whilst there are several bus options to a destination before 6pm you need to change when and where you use the bus service after 6pm because of the reduced frequency of services.

Councillor Judith Rowley commented that she had observed in her ward that more young people and families were walking and this was possibly as a result of the increasing cost of bus fares. They were now walking where in the past they might have taken the bus for short stop journeys. Regarding bus punctuality, she referred to an hourly evening service that on two occasions were between 15 and 25 minutes late. When she asked the driver the reason for the delay she was informed that it was due to road works and the driver needing to have a break. She suggested that there was an issue about managing time at the Wolverhampton bus station and that there needed to be a balance between punctuality (an hourly service must run on time) and drivers taking their breaks.

The Chairman suggested that this point should be taken up with the Integrated Transport Authority. He also informed the Sub-Committee that both he and Councillor K Hartley would be meeting with Peter Coates and would take the opportunity to raise the issues discussed by the Sub-Committee.

Councillor K Hartley also reported that applications for concessionary bus passes was increasing but the journeys being made by pass holders was in decline. She asked Mr Bird what percentage of the fall in bus journeys was attributed to the concession journeys. She also suggested that some bus drivers were not correctly recording concessionary journeys and that some of the technology on buses to record the information was not always working. The experience of a friend who had been monitoring his bus journeys with his concessionary pass was that he felt that it was 50-50 that his journeys were being recorded.

The Chairman suggested that the sooner that the 'swift system' was introduced the better as it would resolve the problem.

Councillor T Ansell commented that the increase in the number of concessionary passes issued did not necessarily mean that more people were using buses. He suggested that people applied for the concessionary bus pass because it was their right but that pensioners were limiting the number of times they go out to shop. He also informed the Sub-Committee that Walsall Council was encouraging parents and children who used to get the bus to walk more. This would affect patronage figures.

At the end of the discussion the Chairman indicated that the Sub-Committee would expect a comprehensive report at its July 2013 meeting on the issues arising from the LTP3 performance aims are how they are being addressed. Referring to the performance against the killed and seriously injured target, he welcomed that this was going in the right direction despite the concerns of the Road Safety Partnership Board on the potential implications from the withdrawal of the speed cameras. He indicated that the Sub-Committee would need an explanation of what action had been taken and how it had been successful.

66. Resolved:
- (i) That the presentation on the 2012/13 interim report on the LTP3 performance aims be received and noted.
 - (ii) That a comprehensive report on LTP3 performance aims, picking up on the issues raised by the Sub Committee be presented to the meeting on 7 June 2013.

**Planning and Transportation Sub-Committee – Forward Plan
(Appendix 39)**

The Sub-Committee received, for information a draft forward plan for its up coming meetings. It was noted that a report on 'Planning Matters' and 'Evidence and Proposals to the Airports Commission' and possibly on 'Local Transport Plan 2' would be submitted to the meeting on 3 May 2013.

67. Resolved:-
- (i) That the Planning and Transportation Sub-Committee Forward Plan, detailing reports to be considered at future meetings of the Sub-Committee, be noted.

(ii) That it be noted that reports on: 'Submitting Evidence and Proposals to the Airports Commission', 'Planning Matters' and potentially 'LTP2' would be submitted to the meeting on 3 May 2013.

Local Transport Bodies Guidance (Appendix 40)

Jake Thrush, Centro Transport Strategy Manager presented, for information, a briefing note on guidance in relation to the operation of Local Transport Bodies (LTBs). In doing so he informed the Sub-Committee that the paper had been overtaken by events.

The Chairman indicated that it was a significant step forward in the West Midlands in terms of transport and he asked colleagues on the Sub-Committee to share their understanding of where each other were in relation to the Greater Birmingham and Solihull, the Black Country and the Coventry and Warwickshire and LTBs.

A Osola (Birmingham), Lydia Barnstable (Wolverhampton) and the Chair each gave a verbal position statement regarding the Greater Birmingham and Solihull, the Black Country and Coventry and Warwickshire LTBs respectively. They also reported on the latest position of discussions taking place about joint working with their LTBs and neighbouring LTBs.

68. Resolved:-

That the briefing paper on local transport bodies be received and noted.

Revised Transport Prospectus "Towards a World Class Integrated Transport Network" and Metropolitan Freight Strategy (Appendix 27)

The Sub-Committee received a presentation from Jake Thrush, Centro Transport Strategy Manager on the revised transport prospectus 'Towards a World-Class Integrated Transport Network' and Metropolitan Freight Strategy. In doing so he gave an overview of the draft document and informed the Sub-Committee that there had been broad support to the overall content of the document during the consultations.

The Chairman reported that Birmingham Airport had raised the issue of airfreight and asked that consideration should be given to this point. He also reported that Coventry Airport had a lot of freight and this also needed to be factored in. Referring to freight that use the M6 toll road, he suggested in the document on the toll road needed to be strengthened to indicate that the West Midlands district councils are supportive of toll roads and would wish to see more freight vehicles using them.

Councillor Richards added that freight was an increasing trend. Solihull Council had made representations regarding the M42 Gateway Strategy and had asked that this be included in the response.

Councillor T Ansell commented that the whole transport system needed to be co-ordinated across the boundaries. He also indicated that he believed the messages about the positive benefits that HS2 could bring beyond quicker journey times were not getting across.

The Chairman made the point that HS2 was a through route to Europe and not a London terminus.

Councillor R Horton also suggested that as the price to use the M6 toll road increased more motorists and freight carriers would use the M6.

69. Resolved:-

That the presentation on the revised transport prospectus 'Towards a World-Class Integrated Transport Network' and Metropolitan Freight Strategy be received and noted.

Integrated Transport Block (ITB) Consultation (Appendix 28)

The Sub-Committee received, for information, the West Midlands response, as agreed by the Integrated Transport Authority, to the Department for Transport consultation on the proposed funding methodology changes to the integrated transport block.

70. Resolved:-

That the West Midlands response to Department for Transport consultation on the proposed funding methodology changes to the integrated transport block, as agreed by the Integrated Transport Authority, be noted.

Submitting Evidence and Proposals to the Airports Commission (Appendix 29)

Andy Donnelly, CPOG Core Support Team presented a report on the arrangements and timetable for the submission of evidence to the Airport Commission's Inquiry.

The Commission had been tasked with preparing two reports to examine aviation capacity requirements and options for meeting it. An interim report would be prepared by the end of 2013 and a final report by summer 2015.

Evidence and ideas for making the best use of existing capacity in the short-term and medium-term needed to be received by 17th of May. It was therefore proposed that evidence for submission to the Commission be submitted to the next meeting of the Sub-Committee.

The Chairman suggested that a representative from Birmingham Airport be invited to the next meeting of the Sub-Committee when the matter is further discussed.

71. Resolved:

(i) That the arrangements and timetable for the submission of evidence to the Commission be noted.

(ii) That evidence on making the best use of existing capacity be presented to the meeting of the Sub Committee on 3 May 2013.

(iii) That a representative from Birmingham Airport be invited to the next meeting to contribute to the discussion on this item.

Strategic Environmental Assessment into Regional Spatial Strategy Revocation (Appendix 30)

A report from the Secretary was submitted on action taken by the Chairman and Vice-Chairman and Lead Opposition spokesperson in accordance with the scheme of delegation in relation to an urgent matter. The issue related to the approval and submission to Government of a response on behalf of the Sub-Committee on the consequences of the Environmental Report into the revocation of the West Midlands Regional; Spatial Strategy.

72. Resolved:-

That the report on the action by the Chairman and Vice-Chairman and Lead Opposition spokesperson in accordance with the scheme of delegation in relation to an urgent matter be received and noted.

West Midlands Traffic Control Major Scheme (UTCMS) Quinton – Revocation of Lease (Appendix 31)

A report from the Secretary was submitted on action taken by the Chairman and Vice-Chairman and Lead Opposition spokesperson in accordance with the scheme of delegation in relation to an urgent matter. The issue related to matters associated with the location of the West Midlands Urban Traffic Control Centre.

73. Resolved:-

That the report on the action by the Chairman and Vice-Chairman and Lead Opposition spokesperson in accordance with the scheme of delegation in relation to an urgent matter be received and noted.

Joint Data Team (JDT) – Contract Renewal Options (Appendix 32)

A report from the Secretary was submitted on action taken by the Chairman and Vice-Chairman and Lead Opposition spokesperson in accordance with the scheme of delegation in relation to an urgent matter. The issue related to the renewal options for the JDT contract from 1 April 2013.

74. Resolved:-

That the report on the action by the Chairman and Vice-Chairman and Lead Opposition spokesperson in accordance with the scheme of delegation in relation to an urgent matter be received and noted.

**West Midlands Road Safety Partnership and Joint Working
Beyond April 2013 (Appendix 33)**

Councillor R Horton placed on record his thanks to the Vice-Chairman and other members of the Road Safety Partnership Board for the able manner in which they had conducted the business of the Partnership during his medical absence. The Chairman and other members of the Sub-Committee endorsed Councillor Horton's remarks.

Councillor Judith Rowley introduced the report highlighting the salient points.

The Chairman commented that the workshop held in December 2012 had been a good session. He informed the Sub-Committee that with the appointment of a Police Commissioner for the West Midlands there may be an opportunity to have a discussion with the Commissioner regarding his views on road safety and joint working with the Police. He also reported that both he and Councillor K Hartley, Vice-Chair of the Integrated Transport Authority would be meeting Commissioner Jones and would take the opportunity to discuss the future of the Road Safety Partnership. He recommended that the paper be forwarded to the appropriate district cabinet members to remind them that this was how the districts had agreed to work together and Road Safety Partnership Board (RSPB).

75. Resolved:-

(i) That the key conclusions of the recent facilitated workshop into the future role of the West Midlands Road Safety Partnership, as identified in paragraph 11 of the report be noted.

(ii) That the recommendations and proposed approach to continuation of the Road Safety Partnership as contained in paragraph 4.6 of the report be endorsed.

(i) That the recommendations of the RSPB with respect to the use of the 2012/13 underspend as set out in paragraph 4.4 of the report and subject to the RSPB approval of the proposal from the Fire Service be endorsed.

(iv) That the report be recirculated to district Cabinet Members for their information and continued engagement and attendance at meetings of the RSPB.

Joint working beyond 2013

The Chairman reported that in light of the recent decision in principle by the District Leaders to make the Joint Committee the Integrated Transport Authority, to abolish the Planning & Transport Sub Committee and to change the role of Centro to one of delivery of public transport schemes, he suggested that a discussion takes place at the meeting on 3 May 2013 on the role of the Planning and Transportation Sub-Committee with a view to winding it up and establishing a regional planning body. He also indicated that it was unlikely that there would be a need for an Annual General Meeting (AGM) of the Sub-Committee in June or that the AGM may be a planning body.

M I N U T E S

meeting: **WEST MIDLANDS PLANNING AND
TRANSPORTATION SUB-COMMITTEE**

date: **3 MAY 2013**

PRESENT:-

Councillor J McNicholas	-	Integrated Transport Authority (Chairman)
Councillor T Ansell	-	Walsall
Councillor L Bigham	-	Coventry
Councillor P Bilson	-	Wolverhampton
Councillor K Hartley	-	Integrated Transport Authority
Councillor R Horton	-	Sandwell
Councillor J W Potts	-	Solihull
Councillor G E Richards OBE	-	Solihull
Councillor Judith Rowley	-	Wolverhampton
Councillor J Worrall	-	Walsall

OFFICERS IN ATTENDANCE:-

L Banstable	-	Wolverhampton
D Carter	-	Birmingham
A Donnelly	-	CEPOG Core Support Team
J Harte	-	Solihull
J Hockley	-	Birmingham Airport
M Holloway	-	Dudley
T Magrath	-	CENTRO
A Miller	-	Sandwell
S Pretty	-	Walsall
A Radford	-	
J Thrush	-	CENTRO
C W Craney	-	Wolverhampton (for Secretary)

Wolverhampton
City Council



PART I - OPEN ITEMS
(Open to the Press and Public)

Apologies for Absence

- 76 Apologies for absence had been received from Councillors S Ali (Dudley), Councillor D Bell (Solihull), Councillor J Foster (Dudley), Councillor Derek Rowley (Sandwell) and Ann Osala (Birmingham).

Notification of Any Substitute Members

- 77 Councillor J W Potts for Councillor D Bell and Councillor R Worrall for Councillor L Jeavons.

Notification of Any Declarations of Interest

- 78 The Chairman, Councillor J McNicholas (Integrated Transport Authority) and Councillor G E Richards OBE (Solihull) declared personal interests in matters relating to Birmingham Airport and in particular to Agenda Item No. 16 (Birmingham Airport (BA) and the Davies Commission).

A Donnelley, Senior Strategy and Support Officer, CEPOG Core Support Team declared a discloseable pecuniary interest in Agenda Item No. 12 (Joint Working and Proposed New Governance Arrangements) and withdrew from the meeting during the consideration of the item.

Minutes – 1 March 2013

- 79 Resolved:-
That the minutes of the meeting held on 1 March 2013 be confirmed as a correct record and signed by the Chairman.

Matters Arising

- 80 With reference to Minute No. 66 insofar as it referred to bus patronage, Councillor R Horton enquired as to whether patronage data collected via the "Swiftcard" system could be broken down into two categories: before and after 18:00 hours, given that he believed there was a decline in usage after 18:00 hours due to the lack of direct bus routes. T Magrath (CENTRO) undertook to look into this request and inform Councillors of the outcome of his investigations in due course.

With reference to Minute No. 66 insofar as it referred to the submission of a report in connection with a comprehensive report on LTP3 performance aims being submitted to the meeting on 7 June 2013, T Magrath (CENTRO) advised that this report would now be submitted to the West Midlands Joint Committee.

Birmingham Airport (BA) and the Davies Commission (Appendix 34)

A report of the Transport Manager from Solihull MBC in relation to the issues and options around the future of Birmingham Airport against the national debate around future runway capacity in the context of any submission of evidence to the Davies Commission was submitted.

J Hockley, Planning Manager, Birmingham Airport, presented a discussion paper which had been prepared by Birmingham Airport and endorsed by the West Midlands and surrounding Chambers of Commerce and Local Enterprise Partnerships concentrating on the short and medium term issues and advised that a final response was still being prepared.

With reference to paragraph 3.3 of the report, T Macgrath (CENTRO) advised that no response had yet been received from Coventry Airport and that the Wolverhampton Halfpenny Green Airport was not responding to the Davies Commission. He reported that the outcome of the Davies Commission findings would be crucial to the future of Birmingham Airport and that there was a need for a positive and robust response to be submitted. In response to a question from Councillor L Bigham (Coventry), T Magrath advised that whilst Coventry Airport had not yet responded in relation to its position on the Davies Commission, this would be followed up with the Coventry and Warwickshire Local Enterprise Partnership. The Chairman, Councillor J McNicholas (Integrated Transport Authority) suggested that all the relevant Local Enterprise Partnerships and Local Transport Bodies should be contacted and that the Coventry and Warwickshire Local Transport Body would support the submission of Birmingham Airport in relation to this matter. T Magrath responded that it would be for each Local Transport Body to decide whether to respond or not.

Councillor Judith Rowley (Wolverhampton) referred to the appendix to the report inasmuch as it referred to the proposals to rename Birmingham International Station to "Birmingham Airport/NEC" or similar in order to increase the profile of the station and its major airport interaction. She reported that she welcomed the idea of renaming of the station to overcome the existing confusion albeit that, in her opinion, this was compounded by some signs already having been changed with others retaining the original name. She enquired as to when the proposed new name would become live. J Hockley thanked Councillor Mrs Rowley for her support, commented that the existing confusion was the reason for the proposed name change and that all signage would be amended in due course. Councillor G E Richards OBE (Solihull) opined that the relevant Local Enterprise Partnerships needed to be encouraged to support the response now submitted by Birmingham Airport but suggested that whilst he supported the name change, he reminded the Sub-Committee that, in due course, with the creation of the HS2 line, there would be an additional station and that the name of this station would need to be clarified. The Chairman, Councillor J McNicholas, suggested that the new HS2 station would need to be christened as the "West Midlands Hub". Councillor Horton (Sandwell) reported on a meeting with

Network Rail some two weeks ago when the question of the naming of stations had been discussed. Currently, the matter was out to consultation and this related to both New Street and to Birmingham International. Councillor Bilson (Wolverhampton) expressed his support for the change in name to Birmingham Airport/NEC and, suggested that, given that the HS2 station was someway in the future, this should not be seen as a reason to slow down the renaming of the existing station at the present time.

T Magrath referred to paragraph 5.2 and onwards in the report in relation to capacity and demand at Birmingham Airport and enquired as to what steps would be taken to increase usage. J Hockley advised that the airport currently catered for 9 million passengers and that this could double with a possible increase to 27 million passengers once the runway extension was completed and the attraction of more long haul flights. He reminded the Sub-Committee that Government assistance had been sought in relation to issues such as passenger duty tax, recognition of Birmingham's airport status as an international airport rather than a regional airport and that work was underway with a number of airlines to increase the routes offered from the airport.

The Chairman, Councillor J McNicholas, commented that the Leaders of the metropolitan councils in the West Midlands were taking the lead on transport issues for the benefit of the West Midlands economy and suggested that a meeting with J Morris, Public Affairs Director, Birmingham Airport, be convened in the forthcoming period.

81

Resolved:-

(i) That the measures contained in Appendix A, to develop an effective strategy for using the spare capacity at the airport in the short and medium term within its existing boundary, be supported;

(ii) That the short and medium term strategy for managed growth at BA be submitted as the West Midlands response to the Davies Commission;

(iii) That the report be referred to the West Midlands Council Leaders Group for information

West Midlands Metropolitan Area Canals Partnership – Annual Report 2012/2013 (Appendix 35)

The Annual Report of the West Midlands Metropolitan Area Canals Partnership for 2012/2013 was submitted.

Councillor L Bigham commented that, whilst welcoming the Annual Report, she was of the opinion that it was difficult to find out where responsibilities lay for various issues on the canal network especially in relation to the emptying of litter bins and removal of graffiti. A Donnelly, Senior Strategy and Policy Officer, CEPOG Core Support Team, advised that, at the present time, to the best of his understanding, there was no central point of responsibility and undertook to seek to identify where the various responsibilities rested.

Councillor R Worrall (Walsall) welcomed the report and commented on the importance of both the canal heritage and its use as an important strategic network with a major impact on tourism. He enquired as to where responsibility lay for the development of an overarching strategy for the canal network. Councillor R Horton commented that the West Midlands Metropolitan Area Canals Partnership provided a regional input into the strategic issue and whilst there was friction between the various bodies at some levels, it enabled a meaningful and useful dialogue to be conducted.

82

Resolved:-

- (i) That the Annual Report be received and noted;
- (ii) That the Officers be requested to establish responsibility for emptying litter bins and the removal of graffiti on the canal network and circulate details to Councillors;
- (iii) That the best thanks of the Sub Committee be extended to the CEPOG Core Support Team for the support it had provided to the West Midlands Metropolitan Canals Partnership during recent years.

Duty to Co Operate – Progress and Implications (Appendix 36)

A report of the Duty to Co Operate Group was submitted.

A Donnelly, reminded the Sub-Committee that the Duty to Co Operate responsibility brought about under the Localism Act 2011 replaced the Regional Spatial Strategies, which in the case of the West Midlands Regional Spatial Strategy, was due to be abolished on 20 May 2013. He commented that the Duty to Co Operate was being tested at Public Examinations and informed the Sub-Committee of the position in relation to the Solihull, Coventry, Birmingham and adjoining authority local plans. He drew to the attention of the Sub-Committee the implications of failure to meet the requirements of the Duty to Co Operate legislation inasmuch as Councils would be liable to the submission of planning appeals if an adopted local plan was not in place and on the requirement to review, on a continual basis, the local plan given that new evidence would arise which would indicate that a strategic matter had arisen.

D Carter, Chairman of Duty to Co Operate Group (Birmingham) reported that the development industry would be observing carefully the decisions of the relevant Councils in relation to the position of local plans, of the need to ensure that there was no weakening of strategic planning issues in the metropolitan area and of the need to ensure continuity of the current position until the new governance arrangements were in place.

The Sub-Committee debated the steps which needed to be taken to ensure that the position of the West Midlands Metropolitan area was protected and the Metropolitan renaissance ensured.

83

Resolved:-

- (i) That the report be received and noted;
- (ii) That the existing delegations to Officers in relation to the Duty to Co Operate be continued and that the Urgent Matters procedure be utilised, i.e. seeking the approval of the Chairman, Vice Chairman and Lead Opposition Spokesman during the remainder of the Municipal Year, as necessary with the West Midlands Joint Committee taking responsibility thereafter in its role as the parent body of the Sub Committee;
- (iii) That a report on future arrangements in relation to the Duty to Co Operate responsibilities and requirements be submitted to the next meeting of the West Midlands Joint Committee.

Quick Wins 2 - Update (Appendix 37)

A report of the Officer Executive Group was submitted.

T Magrath reminded the Sub-Committee that the Quick Wins 1 initiative had been received positively by businesses across the metropolitan area and had served to strengthen relationships with the business community by demonstrating that local authorities could respond to initiatives identified via that forum. He reported on responses received from the business survey and on the possible availability of funding to satisfy some of the requests. Councillor Horton drew to the attention of the committee the phase of “over a number of financial years” in paragraph 4.9 of the report and suggested that this was difficult to equate with the use of the term “quick wins”. Councillor Bilson welcomed the report inasmuch as the schemes identified by the Black Country LEP would be progressed and commented on the need to have schemes that were ready for speedy implementation. The Chairman, Councillor McNicholas, suggested that there was a need to encourage the Greater Birmingham and Solihull and Coventry and Warwickshire LEPs to join with the Black Country LEP in supporting these initiatives.

84

Resolved:-

- (i) That the two phased approach to the Quick Wins 2 initiative as outlined in paragraphs 4.1 to 4.9 of the report be noted;
- (ii) That the specific funding issues identified in paragraph 4.9 of the report be noted subject to the deletion of “over a number of financial years” and the substitution therefor of “as resources are identified”;
- (iii) That the Officer Executive Group (OEG) be requested to take the Quick Wins 2 initiative forward, including approaching the Coventry & Warwickshire and Greater Birmingham & Solihull LEPs and the wider business community, to seek to identify possible schemes in those areas.

**West Midlands Planning and Transportation Sub-Committee -
Future Arrangements (Appendix 38)**

A report of the Secretary was submitted.

T Magrath reported on the deliberations of the West Midlands Joint Committee in relation to the future arrangements for transportation and governance issues and the proposed establishment of an Integrated Transport Authority Joint Committee, operating as a Sub-Committee of the West Midlands Joint Committee. The Sub-Committee considered the future governance arrangements and on steps which should be considered for future management of both planning and associated matters.

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Resolved:-

That the West Midlands Joint Committee be recommended as follows:

- (i) That matters relating to:
 - (a) Urban Traffic Control Major Scheme;
 - (b) Road Safety Partnership Board; and
 - (c) The West Midlands Metropolitan Area Canals Partnership

be considered, in future, by the Shadow Integrated Transport Board;

- (ii) To establish a Sub-Committee, or other such body, comprised of the Cabinet Member with responsibility for Strategic Planning and/or the Chair of Planning Committee of each of the constituent Authorities to consider Duty to Co Operate responsibilities and other strategic planning and land use matters.

PART II - EXEMPT ITEMS
(Press and Public Excluded)

Exclusion of Press and Public

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Resolved:-

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from consideration of the item of business in Part II of the agenda on the grounds that in view of the nature of the business to be transacted or the nature of the proceedings exempt information falling within paragraph 1 of Schedule 12A of the Act was likely to be disclosed.

Joint Working and Proposed New Governance Arrangements
(Appendix 39)

A report of the Secretary was submitted.

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Resolved:-

That the report be received and noted.