

Classes of Information

| Class | Sub-Heading | Format of Information | Availability & Cost |
|---------------------------|---|----------------------------|---|
| Who we are and what we do | Organisational Structure | Internal documents | Free on request from Data Manager |
| | Departmental Structure | Internal documents | Free on request from Data Manager |
| | Your Fire Service | Website | http://www.wmfs.net/Your_Fire_Service/ |
| | Station locations & contact information | Addresses of Fire Stations | http://www.wmfs.net/Your_Fire_Service/Command_Areas/ |
| | Data Manager contact information | Website | http://www.wmfs.net/Contact_Us/Freedom_of_Information/ |
| | Public Relations contact information | Website | http://www.wmfs.net/Contact_Us/ |
| | Fire Safety contact information | Website | http://www.wmfs.net/Business+Fire+Safety/Legislative_Fire_Safety/ |
| | Contact information for other departments | | Free on request from Data Manager |

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| | Recruitment/Vacancies | Jobs online | http://www.wmfs.net/Jobs_Online/ |
| What we spend and how we spend it | Annual Statement of accounts | Website | http://www.wmfs.net/Our_Performance/Statement_of_Accounts/ |
| | Governance Report | Website | http://www.wmfs.net/digitalAssets/102/102249_Governance_Report_September_2008.pdf |
| | Procurement Procedures | | http://www.wmfs.net/Your_Fire_Service/Procurement/ |
| | Procurement Procedures | Internal documents | Free on request from Data Manager |
| | List of contracts an value | Internal documents | Free on request from Data Manager |
| | Financial Regulations | Website | http://94.236.33.181/cmwebpublic/PublicDocuments.aspx |
| | Annual Audit and Inspection | Website | http://94.236.33.181/cmwebpublic/PublicDocuments.aspx |
| | | Printed copy | £5.00 - available on request |

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| | Staff pay and grading | Internal documents | Free on request from Data Manager |
| | Additional responsibility allowances | Internal documents | Free on request from Data Manager |
| | Authority Members Allowances Scheme | Website | http://82.109.175.27/CMISWebpublic/PublicDocuments.aspx |
| | West Midlands Fire and Rescue Authority Finances 2010/2011 | Website | http://www.wmfs.net/Our_Performance/Statement_of_Accounts/Finances_2010_2011/ |
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| What our priorities are and how we are doing | The Plan | Website | http://www.wmfs.net/Our_Performance/Corporate+Strategy+-+The+Plan/ |
| | | Printed copy | £5.00 - available on request |
| | Our Performance | Website | http://www.wmfs.net/Our_Performance/ |

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| | Annual report (inc. performance indicators) | Website | http://www.wmfs.net/Our_Performance/Annual_Report/ |
| | | Printed copy | £5.00 - available on request |
| | Equality impact assessment | Website | http://www.wmfs.net/Your_Fire_Service/Equality and Diversity/Equality Impact Assessments/ |
| | Environment strategy & Equality Schemes | Website | http://www.wmfs.net/Our_Performance/Environmental Strategy/ |
| | Equality & Diversity Strategy 2008-2018 | Website | http://www.wmfs.net/digitalAssets/102/102334_FS007_equalitydiversitystrategy.pdf |
| | | Printed copy | £5.00 - available on request |
| | Gender Equality Scheme | Website | http://www.wmfs.net/Our_Performance/Gender_Equality_Scheme/ |
| | Disability Equality Scheme | | This policy is currently being reviewed |
| | Race Equality Scheme | | This policy is currently being reviewed |
| | Prevention Based Activity Initiatives | Website | http://www.wmfs.net/Your_Fire_Service/Command Areas/Birmingham North/ |

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| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Birmingham South/ |
| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Coventry/ |
| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Dudley/ |
| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Sandwell/ |
| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Solihull/ |
| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Walsall/ |
| | | | http://www.wmfs.net/Your Fire Service/Command Areas/Wolverhampton/ |
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| How we make decisions | Service Plan Public Consultation Annual Service Plan | Website | http://www.wmfs.net/Our Performance/Annual Service Plan/ |
| | | Printed copy | £5.00 - available on request |
| | Consultation with Business Community | Website | http://www.wmfs.net/Media/Press+Releases/Press+Release/?contentId=101237 |
| | Public meetings on Fire Service proposals | Website | http://www.wmfs.net/Media/Press+Releases/Press+Release/?contentId=101226 |

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| | Public consultation | | http://82.109.175.27/CMISWebPublic/Binary.ashx?Document=1836 |
| | Minutes and Agendas | Website | http://82.109.175.27/CMISWebpublic/Default.aspx |
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| Our policies and procedures | Data Protection Act 1998 & Information Disclosure | Internal documents | Free on request from Data Manager |
| | Freedom of Information Act 2000 | Internal documents | Free on request from Data Manager |
| | Personal Information policy | Internal documents | Free on request from Data Manager |
| | Environmental Information Regulations 2004 | Internal documents | Free on request from Data Manager |
| | Customer Care Policy | Internal documents | Free on request from Data Manager |
| | Partnership working | Internal documents | Free on request from Data Manager |
| | Recruitment | Internal documents | Free on request from Data Manager |

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| | procedure | | |
| | Equality and Diversity policy | Internal documents | Free on request from Data Manager |
| | Employment of people with disabilities | Internal documents | Free on request from Data Manager |
| | Health and Safety policy | Internal documents | Free on request from Data Manager |
| | Special Services with charges | Internal documents | Free on request from Data Manager |
| | Other internal policies and procedures | Internal documents | Free on request from Data Manager |
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| Lists and Registers | Contracts List | Internal documents | Free on request from Data Manager |
| | Fire Safety notices served | Internal documents | Free on request from Data Manager |
| | Hospitality List | Internal documents | Free on request from Data Manager |
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| The | Fire Fighting and | Website | http://www.wmfs.net/Your Fire Service/Emergency Respon |

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| services we offer | Rescue | | se/Firefighting+and+Rescue/ |
| | Fire Research and Investigation | Website | http://www.wmfs.net/Your_Fire_Service/Emergency_Response/Fire_Research_and_Investigation/ |
| | Fire Safety Education for schools | Website | http://www.wmfs.net/Stay+Safe/ |
| | International Search and Rescue | Website | http://www.wmfs.net/Your_Fire_Service/Emergency_Response/UK-ISAR+-+International+Search+and+Rescue+Team/ |
| | Business fire safety | Website | http://www.wmfs.net/Business+Fire+Safety/ |
| | Commercial and Industrial Training | Website | http://www.wmfs.net/Business+Training+Courses/ |
| | Safeside interactive education centre | Website | http://www.wmfs.net/Safeside/Visiting_Safeside/ |
| | Licensing for explosives and petrol | Website | http://www.wmfs.net/Business+Fire+Safety/Licensing+and+Payments/ |
| | General home fire | Website | http://www.wmfs.net/Stay+Safe/ |

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| | safety information | | |
| | Free Home Fire Safety Checks (HFSC) | Website | http://www.wmfs.net/Stay+Safe/Free_Home_Fire_Safety_Check/ |
| | Fire Damage Report | Internal documents | £38.00 available from the Information Disclosure Officer |
| | Media | Incidents of Interest | http://www.wmfs.net/Media/Incidents/ |
| | Marketing | Leaflets | Individual leaflets free on request |

Any information that is not published under this scheme can be requested under the Freedom of Information Act 2000 by writing to

The Data Manager,
99 Vauxhall Road,
Birmingham,
B7 4HW

Or emailing datamanager@wmfs.net

Hard copies of report documents will be charged at £5.00 each.

All of the information contained in the web pages can be made available in a hard copy format and these will be provided free of charge for the first 50 sheets.

The West Midlands Fire Service will also make information available in other formats including braille, audio and large print should these be required.