

<p><b>Minutes of the Executive Committee</b></p>
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**24<sup>th</sup> June, 2004 at 10.00 a.m.**  
**at the Fire Service Headquarters, Birmingham**

**Present:** Councillor Hinton (Chair);  
Councillor Kazi (Vice Chair);  
Councillors Hogarth.

63/04     **Deferment of Charter Mark Application.**

The Committee received a report seeking approval to defer application for the award of Charter Mark.

The West Midlands Fire Service gained Charter Status in 1997 and again in 2000. The renewal application, due in 2003, was deferred until June, 2004 as the Charter Mark award process had been revamped to bring it in line with audit processes in operation across the public sector. The new process was based around the principles of the Comprehensive Performance Assessment (CPA) model.

Due to the Brigade undertaking a fundamental modernisation review, its implementation process and the onset of a CPA between January and April 2005, it was proposed to defer the re-application process. That would allow the Brigade to develop the Charter Mark application in conjunction with preparations for CPA.

**Resolved** that the application for the award of Charter Mark be deferred until 2005.

64/04     **Institute of Fire Engineers International Annual General Meeting and Conference.**

The Committee received a report requesting support for West Midlands Fire Service personnel to use Authority resources to assist the Midland's Branch of the Institution of Fire Engineers (IFE) in the running of the Annual General Meeting and Conference to be held on 13<sup>th</sup> – 15<sup>th</sup> July, 2005.

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A professional link to the U.K. Fire Service and Fire Services internationally, the IFE is recognised throughout the world as promoting education and development in the fire profession.

West Midlands Fire Service personnel had been requested to become involved on the project board and working groups to help organise the event. Officers reported that the West Midland Fire Service would benefit from such a high profile event as it would provide an opportunity to showcase involvement in local activities and display a positive contribution to fire engineering and the safety of the community.

All costs would be underwritten by and be the responsibility of the IFE. Support from the West Midlands Fire Service would be that of staff time and use of vehicles.

**Resolved** that Brigade resources be utilised by West Midlands Fire Service personnel to assist the Midlands Branch of the Institution of Fire Engineers in the running of the Annual General Meeting and Conference.

65/04     **Minutes of the Annual Meeting of the West Midlands Regional Management Board**

The Minutes of the Annual Meeting of the West Midlands Management Board, submitted for information, were noted.

66/04     **Exclusion of the Public and Press**

**Resolved** that the public and press be excluded from the rest of the meeting to avoid the possible disclosure of exempt information under Part I of Schedule 12A to the Local Government Act 1972 relating to:-

Minute No 67/04 – relating to a particular employee.

Minute No 68/04 – relating to any terms proposed by or to the Authority in the course of negotiations for a contract for the disposal of property or the supply of goods or services.

Minute No 69/04 – relating to the identity of a tenderer for the supply of goods or services.

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67/04     **Discipline and Litigation – Staffing Proposals**

The Committee considered a report informing Members of imminent changes to the discipline procedures for uniformed staff and also seeking approval to restructure the Discipline and Litigation Teams.

During consideration of this item Members noted that although the Fire Services (Discipline) Regulations 1985 were expected to be repealed, all discipline matters already in the system would be dealt with under existing regulations.

The restructure would result in approximate salary savings of £3,700.

**Resolved that:-**

- and            (i)            the following posts be established within the Discipline Litigation Teams of the Personnel Section:-
- Non - uniformed post of Legal and Litigation Officer (part time)(Grade 15);
  - Non - uniformed post of Personnel Officer (Grade 11).
- (ii)            the hours of the part time Discipline Assistant be increased from 18 1/4 hours per week to 26 hours per week.
- (iii)            the post of Divisional Officer (Discipline) be disestablished.

68/04     **Partnership Agreement with West Midlands Ambulance Service to Provide Office Facilities at Walsall Fire Station**

The Committee received a report seeking approval to proceed with the letting of four offices and a kitchenette at Walsall Fire Station, to the West Midlands Ambulance Service.

If approved, the Fire Authority would receive an annual income of £6,250 plus an additional £4,500 towards service costs and non - domestic rates.

**Resolved** that the Brigade enter into a partnership with the West Midlands Ambulance Service to provide office accommodation for an Ambulance Service Divisional Headquarters at Walsall Fire Station.

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69/04     **Tenders in respect of the Supply, Fitment and Maintenance of Tyres.**

The Committee opened two tenders received, out of seven invited for the above scheme.

The estimated cost of the work was £160,000.00

**Resolved** that officers be instructed to analyse the tenders and to submit a further report to the Committee in due course.

(Meeting ended at 10.40 a.m.)

<p><i>Contact Officer: Neil Picken</i> <i>Democratic Services Unit</i> <i>0121-569 3193</i></p>
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