

Minutes of the Executive Committee

31st March 2008, at 12 noon
at Fire Service Headquarters,
Lancaster Circus Queensway, Birmingham

Present: Councillor Howard (Chairman);
Councillor Ward (Vice-Chairman);
Councillors S Davis, Eustace (substitute member),
Foster, Idrees and Mulhall (substitute member).

Observers: Councillors Douglas-Maul, Ryder, Tagger and Turner.
Messrs Bagley and Topliss.

Apologies: Councillors Hinton and Jackson.

20/08 **Catering Contract**

Approval was sought to award the catering contract for the new Fire Service Headquarters to Operon Catering, following the opening of tenders by officers and Members on 11th February, 2008.

Operon Catering was not the lowest tender submitted, however, the company had scored the highest in the evaluation process which had focussed on sustainability, flexibility, value for money, hygiene, quality, customer focus and contract management. In addition, Operon was currently the appointed catering contractor at the Fire Service College in Moreton-in-the-Marsh and positive feedback had been received from customers.

The contract would also cover the Brigade Training Centre in Smethwick and the Transport Engineering Workshops in Perry Barr. The total cost of the provision at the three sites was £132,000 per year, which would be met from existing budget provision. Additional costs for providing food and refreshments at meetings and functions would be met from devolved budgets as per existing arrangements.

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The initial length of the contract would be two years, to commence from 21st July 2008 (or as soon as practically possible thereafter) and it was proposed that there be an option to extend the contract by a further five years, subject to satisfactory performance.

Resolved that, subject to the preparation of a formal contract by the Clerk:-

- (1) the tender submitted by Operon Catering for the provision of catering services at the Fire Service Headquarters, the Brigade Training Centre and the Transport Engineering Workshops be accepted for a period of two years to commence with effect from 21st July 2008 (or as soon as practically possible thereafter);
- (2) that, subject to satisfactory performance, the contract may be extended by up to a further five years.

(Meeting ended at 12.07 pm)

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