

**Minutes of the Executive Committee**

**22<sup>nd</sup> May 2006 at 12.00 noon**  
**at the Fire Service Headquarters, Birmingham**

**Present:** Councillor Hinton (Chair);  
Councillor Hogarth (Vice-Chair);  
Councillors Bowen, Eustace, Howard, Idrees and  
Lawrence.

**Observers:** Councillors Birbeck, Davis, Douglas-Maul, Hussain,  
Jackson, Rogers, Ryder and Ward. Mr Topliss.  
Councillor Gazey (Coventry City Council).

22/06 **Minutes**

**Resolved** that the minutes of the meetings held on 19<sup>th</sup> and 22<sup>nd</sup> December 2005, 30<sup>th</sup> January and 3<sup>rd</sup> April 2006 be approved as a correct record.

23/06 **Outcomes Against Action Plan Objectives up to 31<sup>st</sup> March 2006**

The Committee noted the progress made against specific key Action Plan objectives up to the year ended 31<sup>st</sup> March 2006.

24/06 **Best Value Performance Indicators – Outturn Data for 2005/2006**

The Committee noted the outturn data against best value performance indicators set out in the Authority's Best Value Performance Plan for 2005/2006.

25/06 **Best Value Review of Community Protection**

The Committee was asked to consider and approve the recommendations and targets arising from the best value review of Community Protection.

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**Resolved** that the recommendations and targets arising from the best value review of Community Protection be approved.

26/06 **Procurement Standing Orders**

Approval was sought to make amendments to Brigade Standing Order 1/8, which set out the policy, strategy and procedures that controlled the Authority's procurement processes.

Sine its last revision in 2004 significant changes had taken place in the field of procurement. In particular, the publication of the National Procurement Strategy for Fire and Rescue Authorities and changes to European Union Directives. The National Procurement Strategy included a target for all Fire and Rescue Authorities to pilot e-tendering and the existing Standing Orders did not include the necessary procedures for the pilot to be conducted.

The Brigade's Procurement Policy and Financial Regulations had recently been updated and the procedures set out in the existing Standing Order need to be aligned with these.

**Resolved** that the revised Procurement Standing Orders (Brigade Standing Order 1/8) (formerly known as Tenders and Quotations Procedures), be approved, as now submitted.

27/06 **Fifth Annual Assembly of Standards Committees**

The Clerk reported that the fifth Annual Assembly of Standards Committees was taking place on 16<sup>th</sup> and 17<sup>th</sup> October 2006 at the International Convention Centre in Birmingham.

**Resolved** that the Chair of the Standards Committee (or a nominee) be authorised to attend the Fifth Annual Assembly of Standards Committees on 16<sup>th</sup> and 17<sup>th</sup> October 2006 and that his attendance be regarded as an approved duty.

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28/06 **General Income Write Offs**

The Committee noted a quarterly report on general income items up to £1,000 written off as irrecoverable for the period January to March 2006.

(Meeting ended at 12.20 pm)

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