

Minutes of the Executive Committee

18th May, 2009, at 12.15 pm
at Fire Service Headquarters, Vauxhall Road, Birmingham

Present: Councillor Howard (Chairman);
Councillor Ward (Vice-Chairman);
Councillors S Davis, Gazey, Idrees, Jones (Substitute Member), Hinton, Ryder and Stevenson.

Apology: Councillor Eustace.

Observers: Councillors Douglas-Maul, Mulhall, O' Neill, Robinson, Singh, Spence, Skinner and Turner;
Mr Topliss.

20/09 **Minutes**

Resolved that the minutes of the meetings held on 2nd and 16th March, 2009, be confirmed as a correct record.

21/09 **Post of Deputy Chief Officer**

The Committee was advised that following the recent appointment of the Chief Fire Officer, the post of Deputy Chief Fire Officer was now vacant. Proposed arrangements for the appointment process, and a job description, person specification and terms and conditions for the vacant post were submitted. The closing date for applications was 29th May, 2009.

The appointment would be made by the Appointments Committee and interviews were expected to take place in the week commencing 15th June, 2009. In response to a question from a Member, the Chair indicated that the Appointments Committee as established for the appointment of the Chief Fire Officer would carry out the interviews and make the appointment.

Executive Committee
18th May 2009

The Chief Fire Officer had made interim changes to the Senior Management Team by the redistribution of duties, which had resulted in the deletion of a post of Assistant Chief Fire Officer, leave four uniform principal officer level posts, which was the minimum required to staff the operational rota.

Resolved:

- (1) that the arrangements made for the recruitment of the Deputy Chief Fire Officer be endorsed;
- (2) that the job description, person specification and terms and conditions of employment for the post of Deputy Chief Fire Officer be approved, subject to a further report with regard to the terms and conditions of employment being submitted in due course;
- (3) that a further report be submitted to the Authority in due course on the senior management structure of the Brigade.

(All officers of West Midlands Fire Service, except the Chief Fire Officer, left the meeting during consideration of the above item.)

22/09 **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 as amended by the Local Government (Access to Information) (Variation) Order 2006 relating to the financial or business affairs of any particular person (including any individual and the authority holding that information).

23/09 **Ground Maintenance Contract**

The Committee was informed that tenders had been opened on 2nd March, 2009, in respect of the provision of grounds maintenance for 43 sites for a period of two years, with the option for a two year extension. The results of the tender evaluation exercise were reported.

Executive Committee

18th May 2009

The cost to the Authority in respect of the highest scoring tender would be £37,478 per annum in years one and two and, subject to satisfactory performance, £38,602 per annum for years three and four. This would result in a saving of £15,584 over the four years compared with the current contract costs.

Resolved that the contract be awarded to Mitie Lyndhurst Services Limited for the provision of grounds maintenance for a period of two years with the option for a two year extension, commencing on 1st June, 2009 or as soon as possible, subject to the statutory ten day standstill period.

(Meeting ended at 12.28 pm)

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