



# Minutes

## Executive Committee

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Date: 04 December 2018

Time: 3.00 pm

Venue: Fire and Rescue Headquarters, Birkenshaw

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Present: Councillor J Hughes (in the chair), T Austin, J Dodds, P Harrand and J Sunderland

In Attendance: None

Apologies: None

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### **9 Minutes of the last meeting**

#### **RESOLVED**

That the Minutes of the last meeting held on 7 September 2018 be signed by the Chair as a correct record.

### **10 Urgent items**

None.

### **11 Admission of the public**

#### **RESOLVED**

That the public and press be excluded from the meeting during consideration of the item of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item, there would be disclosure to them of exempt information of the description specified.

<b>AGENDA ITEM NO.</b>	<b>TITLE OF REPORT</b>	<b>MINUTE NUMBER</b>	<b>Description of exempt information by reference to the paragraph number in Schedule 12A of the Local Government Act 1972.</b>
E6	Procurement review	14	Paragraph 3 – financial or business affairs

## **12 Declarations of interest**

There were declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

## **13 Fire Brigades' Union – regional representation**

Members received a verbal report from the Chief Fire Officer with regard to funding arrangements for the Fire Brigades' Union (FBU) regional representative post to which the former West Yorkshire FBU secretary had recently been appointed.

A request had been received from the national FBU seeking a contribution from West Yorkshire Fire and Rescue towards the funding of the post. Members were advised that this was not unusual and, following a review of other Fire Authority funding arrangements for similar posts nationally, it was reported that an average contribution was 25% of salary and oncosts.

Members considered the proposal and Councillor Harrand abstained from the vote when it was,

### **RESOLVED**

That West Yorkshire Fire and Rescue Authority make a financial contribution of 25% towards the cost of funding the Fire Brigades' Union regional representative post.

## **14 Procurement review**

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

The Chief Finance and Procurement Officer submitted a report which advised of the findings of a recent review of Procurements which had been undertaken by the Local Government Association.

It was reported that, in response to the inclusion of reference to procurement and value for money in the May 2018 revision of the Fire and Rescue National Framework for England and following internal feedback with regard to the robustness of the internal procurement processes, a peer-led review was commissioned from the Local Government Association in September 2018.

A draft report was produced by the peer review team on 30 October 2018 which outlined the processes, key risks and recommendations of West Yorkshire Fire and Rescue Service procurement. A copy of the feedback report was attached as an annex to the report now submitted.

Members were advised that one of the key recommendations had been collaboration with South Yorkshire Fire and Rescue Service in the engagement of a procurement professional to review and

advise on procurement processes on a shared cost basis with a view to identifying future savings in current and future procurement contracts.

## **RESOLVED**

- a) That the Local Government Association Procurement Peer Challenge feedback report be noted;
- b) That, in accordance with the Authority's approved Contract Standing Orders (5 v) where exception to prescribed competition requirements is permitted on the grounds of urgency, approval be given to collaborative work with South Yorkshire Fire and Rescue Service in the engagement of a procurement professional to introduce changes to existing practices;
- c) That the appointment at b) above be at a total cost of £80,000 and that, based on the work required in each service, such costs be shared on the basis of 75% (West Yorkshire) and 25% (South Yorkshire);
- d) That a member of the Local Government Association peer review team and the procurement professional identified at c) above be invited to present the challenges identified in the procurement review to all Members at the earliest opportunity; and
- e) That regular update reports on the work undertaken in response to the procurement review be submitted to the Finance and Resources Committee as appropriate.

Chair