

NORTHERN IRELAND FIRE & RESCUE SERVICE BOARD

MINUTES OF A MEETING

27 FEBRUARY 2007

2.00 PM

PRESENT: Mr W F Gillespie, Chair presiding
Mr C Lammey, Chief Fire Officer/Chief Executive
Mr J Beattie
Mr P Bradley
Mr J Campbell
Mrs B Gilliland
Mr K Harper
Mr J McKeever
Mrs P Tally

APOLOGIES: Mr R Pollock

IN ATTENDANCE: Mr L Jones, Deputy Chief Fire Officer
Mr P Craig, Assistant Chief Fire Officer (Community Development)
Mr T Wright, Assistant Chief Fire Officer (Technical Development)
Ms A Conley, Director of Human Resources
Dr D Michail, Director of Planning & Corporate Affairs
Mr T McGonigal, Director of Finance & Performance Management
Mrs C McNally, Corporate Communications Manager
Mr I Grimes, Transport Services Manager
Mrs S Munro, FPA Consulting Limited
Miss G Bryce, Research Officer
Mrs I Hill, Board Administrative Secretary

1 Apologies

Apologies were noted.

2 Transport Services 2nd Annual Stewardship Report

Assistant Chief Fire Officer Wright reminded Members that the successful 2004 In House bid to provide Transport Services to NIFRS had been dependant upon a parallel In House Improvement Road Map measured against several Key Service Level and Performance Indicators. He explained that part of the process involved an independent overview known as the Annual Stewardship Report designed to provide a clear framework for measuring the overall performance of Transport Services.

Assistant Chief Fire Officer Wright introduced Mrs Susan Munro, FPA Consulting Limited, to the Meeting. He invited Mrs Munro to give Members an overview of the findings of the Transport Services 2nd Annual Stewardship Report.

At this point,
Mr Campbell entered the Meeting

Mrs Munro gave a presentation outlining briefly the purpose of the Annual Stewardship Report, its remit and the key findings and recommendations emanating from the Report. She highlighted that Transport Services met NIFRS, IRMP and commercial objectives, continued to be a well managed, lean efficient unit and was the most cost-effective Transport Service within UK Fire & Rescue Services. She also highlighted that it was a 'beacon' for best practice in terms of operational and management processes within the UK Fire & Rescue Services.

The Chief Fire Officer informed Members that he welcomed Mrs Munro's report and paid tribute to Assistant Chief Fire Officer Wright, the Transport Services Manager and their staff for the excellent work.

The Chair expressed his appreciation to Mrs Munro and, in particular, the Transport Services Manager and Transport Production Engineer for the progress which had been achieved. He asked Assistant Chief Fire Officer Wright to remind Members of the long-term plans for Transport Services.

Assistant Chief Fire Officer Wright explained that the future strategic direction of Transport Services was subject to a separate feasibility study with the potential integration of transport and technical services into a 'one stop shop'.

Members acknowledged the work which had been achieved within Transport Services and the Board, on the motion of Mr Harper, seconded by Mr Campbell, unanimously –

Resolved: **“to accept the recommendations contained within the Transport Services 2nd Annual Stewardship Report”.**

The Chair, on behalf of the Members, asked Assistant Chief Fire Officer Wright to convey the Board's appreciation to all the staff concerned.

At this point,
Mrs Munro and the Transport Services Manager left the Meeting

3 Minutes

The Minutes of the Meeting held on 28 November 2006, having been printed and circulated, were taken as read and signed as a true record, on the motion of Mr Campbell, seconded by Mr McKeever.

Arising from the Minutes:

Grievances

The Chair sought clarification regarding the progress of Grievances to be heard by a Committee of Members.

The Director of Human Resources informed Members that the designated Panel had met on 22 February 2007 and had heard 2 of the Grievances. She explained that the hearing of the third Grievance had been deferred at the request of the appellant. She stated that the hearings had been conducted in the proper manner and the outcomes had been conveyed to the appellants that day.

The Chair expressed his appreciation to the Members who had participated on the Panel to hear the Grievances.

Referring to the outstanding Grievance, the Director of Human Resources explained that, should the Board be content, it would be useful to retain the Members of that Panel to hear the Grievance. The Board agreed to the retention of the Panel.

Change in the Order of Business

Item 6 – Special Board Meeting – was taken as the next Item of Business.

6 Special Board Meeting

The Minutes of the Special Board Meeting held on 19 February 2007, having been printed and circulated, were taken as read and signed as a true record on the motion of Mr Campbell, seconded by Mr Beattie.

Referring to the business discussed at the Special Meeting, Mr Harper expressed concern that a number of high profile issues had been consolidated into a Special Meeting which had been convened at short notice.

The Chair explained the background to the need for calling a Special Meeting. He stated that circumstances had been dictated by the Secretary of State's announcement regarding a Training Centre at Cookstown.

He emphasised that the Board had agreed to support the principle of co-locating the new Training Centre along with the Police and Prison Service at Cookstown, and had agreed to proceed to an Integrated Business Case to explore that option in greater detail. He also pointed out that the outcome of the Business Case would be presented to the Board for a decision.

Mr Bradley also expressed his concerns regarding the matter and in particular the lack of notice for the Meeting and lack of information presented in the Agenda papers for the Special Meeting.

The Chair acknowledged the concerns raised but stated that the action taken was appropriate to the circumstances and in accordance with Standing Orders.

4 Service Support Committee Meeting

Members noted the draft Minutes of the Meeting of the Service Support Committee held on 14 November 2006.

Change in the Order of Business

Item 7 – Service Support Committee – was taken as the next Item of Business.

7 Service Support Committee Meeting

Members noted that a Meeting of the Service Support Committee had been held that morning. Mrs Gilliland, Vice-Chair of the Committee, gave Members a verbal report of the Business of the Meeting which had included updates on the following:

- Mission, Vision and Values; and
- Equality Matters.

5 Service Delivery Committee Meeting

Members noted the draft Minutes of the Meeting of the Service Delivery Committee held on 12 February 2007. Mr Harper, Chair of the Service Delivery Committee, gave Members a brief overview of the Business of the Meeting.

Arising out of the Minutes:

Report from IRMP Project Board

Mr Harper reminded Members that consultation on the draft IRMP 2007/08 had closed on 31 January 2007. Members noted the Summary of Consultation Responses had been previously circulated for information.

A further copy of the Summary of Consultation Responses was circulated for the information of Members. Mr Harper explained that the circulated document contained the NIFRS Board's draft response to the Consultation Responses. He further explained that at its Meeting in March, the Board would be asked to endorse the NIFRS Board's response. He highlighted that the IRMP Project Board would be meeting on 8 March to consider the response further and asked Members to forward any comments regarding the draft response to himself or Miss Bryce as soon as possible.

At this point,
Miss Bryce left the Meeting

8 National Joint Council Matters

Report on Meetings

The Chair informed Members that the National Joint Council, Employers Side, had met with representatives from the Retained Firefighters' Union and the Fire Officers' Association.

Referring to a meeting of the full National Joint Council, the Chair gave Members an overview of the Business discussed highlighting that agreement had been reached in respect of the Long Service Increment and Continual Professional Development. He added that agreement had also been reached with respect to the Constitution of the National Joint Council which meant that the Retained Firefighters' Union and Fire Officers' Association were now represented on the Council. This agreement is subject to CPD payments being pensionable.

Members noted that at an Employers' Side meeting on 6 February preliminary discussions had been held regarding the 2007 wage settlement. The Chair informed Members that the Employers' Side was scheduled to meet again on 22 March 2007.

9 Chair's Business

The Chair gave Members a brief overview of his activities since the last Meeting of the Board.

10 Chief Fire Officer's Report

The Chief Fire Officer informed Members that NIFRS would be inspected by Her Majesty's Inspector of Fire Services (Scottish Office), Jeff Ord, from 2-6 April 2007. He gave Members a brief background to the Inspection. He explained that a programme was currently being prepared and that he would keep Members informed.

The Chief Fire Officer circulated a copy of NIFRS Guidance on the Provision of Hospitality for the information of Members.

The Deputy Chief Fire Officer gave Members a brief overview of operational matters and incidents of note since the last Meeting.

The Director of Finance & Performance Management gave a brief overview of the Management Accounts for the period ending 31 January 2007.

11 Relevant Correspondence

There was no relevant correspondence.

12 Sealing of Documents

Members approved the undernoted documents for Sealing:

Northern Ireland Fire & Rescue Service with –

Browns Coachworks – 2nd fit of Children's Fire Engine;

DFPF Limited – Tutorial Services for NVQ Assessor and Internal Verifier Award for the period 1 January 2007 to 20 June 2009;

Precision Industrial Services – Replacement and Cleaning of Domestic Water Storage Tanks and Pipework for the Prevention and Control of Legionella;

Down District Council – Lease of Lands at Strangford Road, Downpatrick;

Meditech Emergency Resuscitation Systems – for Automatic Resuscitators;

Cosalt International Limited – for the maintenance of Personal Protective Equipment;

AS Fire & Rescue Equipment Limited – for 13.5m Extending Ladders; and

Low Carbon Solutions – for the supply and installation of MINI CHP System at Central Fire Station.

13 Meetings of the Board and its Committees

Members noted a list of Meetings of the Board and its Committees scheduled to take place during the month of March.

THIS CONCLUDED THE BUSINESS
AND THE MEETING TERMINATED
AT 3.45 PM
