

NORTHERN IRELAND FIRE & RESCUE SERVICE BOARD

MINUTES OF A SPECIAL MEETING

19 APRIL 2011

1.00 PM

PRESENT: Dr J McKee, Chair presiding
Mr P Craig, Chief Fire Officer
Mr J Barbour
Cllr M Carr
Mr A Hanna
Ald A Hatch
Mr C Mack
Ald Mrs G Rice

APOLOGIES: Cllr D Barbour
Mrs S Grant
Mr M Kerr
Mrs P Tally

IN ATTENDANCE: Dr D Michail, Director of Planning & Corporate Affairs
Mr D Ashford, Acting Assistant Chief Fire Officer
(Safety Services)
Mrs I Hill, Board Administrative Secretary

1 Apologies

Apologies were noted.

2 Appointment of Standing Committees

Members noted that in accordance with NIFRS Committee Structure, agreed on 15 March 2011, the Board is required to elect Members to the undernoted Standing Committees. Members also noted the required membership for each of the Committees.

Finance Committee

The membership of the Finance Committee shall be 4 non-executive Members, 2 of whom will be Chairman and Vice-Chairman of the Committee. In addition, the Board Chairman and the Chief Fire & Rescue Officer/Chief Executive are ex-officio Members.

Human Resources Committee

The membership of the Human Resources Committee shall be 4 non-executive Members, 2 of whom will be Chairman and Vice-Chairman of the Committee. In addition, the Board Chairman and the Chief Fire & Rescue Officer/Chief Executive are ex-officio Members.

Service Delivery & Performance Committee

The membership of the Service Delivery & Performance Management Committee shall be 6 non-executive Members, 2 of whom will be Chairman and Vice-Chairman of the Committee. In addition, the Board Chairman and the Chief Fire & Rescue Officer are ex-officio Members.

Audit & Risk Management Committee

The membership of the Audit & Risk Management Committee shall be 4 non-executive Members, 2 of whom will be Chairman and Vice-Chairman of the Committee. In addition, the Chief Fire & Rescue Officer is an ex-officio Member. The Board Chairman is not a Member of this Committee.

Remuneration Committee

The membership of the Remuneration Committee shall be the Chairman of the Board, who is also Chairman of this Committee, and the Chairmen of the Finance, Human Resources and Service Delivery & Performance Committees, plus one other Board Member. The Chief Fire & Rescue Officer is not a Member of this Committee.

Joint Negotiating Committee

The Joint Negotiating Committee shall consist of the Board Chairman and Chief Fire & Rescue Officer and the Chairmen of Finance, Human Resources and Service Delivery & Performance Committees and up to 5 representatives nominated by the recognised Representative Bodies.

The Chairman circulated a proposed list suggesting Committee membership for consideration and outlined his rationale for the proposed Committee membership.

The Chairman explained that 8 Members had expressed an interest to serve on the Service Delivery & Performance Committee. He noted that the membership of the Committee should be 6 but pointed out the benefits of an additional Member, having filled all other posts. **Members agreed that an additional Member be appointed to the Service Delivery & Performance Committee.**

The Board, on the motion of Mr Barbour, seconded by Mrs Rice, unanimously –

Resolved: **“that Cllr M Carr, Ald A Hatch, Mr M Kerr and Mrs P Tally be appointed to serve as Members of the Finance Committee;**

that Mrs S Grant, Mr A Hanna, Mr C Mack and Ald Mrs G Rice be appointed to serve as Members of the Human Resources Committee;

that Cllr D Barbour, Mr J Barbour, Cllr M Carr, Mr A Hanna, Ald A Hatch, Mr C Mack and Mrs P Tally be appointed to serve as Members of the Service Delivery & Performance Committee;

that Cllr D Barbour, Mr J Barbour, Mrs S Grant and Ald Mrs G Rice be appointed to serve as Members of the Audit & Risk Management Committee”.

At this point, the Chairman asked that each Committee meet in order to elect its Chairman and Vice-Chairman. It was agreed to defer election of the Chairman and Vice-Chairman of the Finance Committee and the Audit & Risk Management Committee as a number of the Committee Members were not in attendance at the Meeting.

As the membership of the Remuneration Committee includes the Chairmen of the Finance, Human Resources and Service Delivery & Performance Committees, it was also agreed to defer establishment of this Committee.

THE MEETING ADJOURNED AT 1.20 PM

THE MEETING RECONVENED AT 1.28 PM

Chairman and Vice-Chairman of Human Resources Committee and Service Delivery & Performance Committee

It was recorded that Mr A Hanna was elected Chairman and Mr C Mack Vice-Chairman of the Human Resources Committee. It was further recorded that Ald A Hatch was elected Chairman and Cllr D Barbour Vice-Chairman of the Service Delivery & Performance Committee.

THIS CONCLUDED THE BUSINESS
AND THE MEETING TERMINATED
AT 1.30 PM

ADOPTED:

CHAIRMAN AT MEETING OF
BOARD

CHIEF FIRE OFFICER/CHIEF
EXECUTIVE

DATE: 17 May 2011