

# NORTHERN IRELAND FIRE & RESCUE SERVICE BOARD

## MINUTES OF A MEETING

23 SEPTEMBER 2008

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 S Clarke  
Mrs B Gilliland  
Mr K Harper  
Mr A Hatch  
Mr R Pollock  
Mrs P Tally

APOLOGIES: Mr J Campbell  
Mr J McKeever

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)  
Dr D Michail, Director of Planning & Corporate Affairs  
Mr T McGonigal, Director of Finance & Performance Management  
Mrs C McNally, Corporate Communications Manager  
Miss G Bryce, Research Officer  
Mrs I Hill, Board Administrative Secretary

### 1 Apologies

Apologies were noted.

### 2 Minutes

The Minutes of the Meeting held on 24 June 2008, having been printed and circulated, were taken as read and signed as a true record, on the motion of Mr Bradley, seconded by Mr Pollock.

Arising from the Minutes:

### Equality & Diversity Forum

The Chair informed Members that the Equality & Diversity Forum had held its first Meeting on 31 July 2008 and a report had been received by the Service Support Committee at its Meeting that morning.

### **Audit Committee Meeting – 20 June 2008 Statutory Annual Accounts**

Mr Hatch sought an update on progress with respect to the recruitment of a Quality & Audit Manager. The Chief Fire Officer informed Members that a recruitment exercise was underway and outlined the current position.

### **Remuneration Committee Meeting – 26 February 2008**

The Chair informed Members that a Meeting of the Remuneration Committee had been held that morning in order to bring the Committee up to date with progress on the Consultant's Review of Principal Officers' Pay. He stated that a final report would be presented to the Board in due course.

### **Members' Allowances**

Further to the correspondence received by Members from the Chair informing them that Members' Allowances had been increased by DHSSPS with effect from 1 April 2008, Members noted a copy of the Fire Services (Payment of Allowances to Members) Determination and Direction (Northern Ireland) 2008 pertaining to the increases.

### **3 Service Delivery Committee Meeting**

The draft Minutes of the Meeting of the Service Delivery Committee held on 15 September 2008 were circulated at the Meeting for the information of Members.

Mr Harper explained that the main purpose of the Meeting had been to consider Reports relating to IRMP Action Plan 2007/08 Projects 3 and 4.

Arising out of the Minutes:

#### **IRMP Action Plan 2007/08 Belfast Review Interim Findings**

Members were reminded that Project 3 of the IRMP Action Plan 2007/08 instigated a review of the locations of Fire Stations and resources in the Belfast area. Further to the update which had been given to Members at the May Board Meeting, Members noted the updated report setting out the interim findings of the Belfast Review and also the suggested amendments made by the Service Delivery Committee.

The Deputy Chief Fire Officer gave Members a brief synopsis of the interim findings of the Review and the Officers answered Members' questions regarding the information presented.

Members noted that 2 Fire Service Emergency Cover Risk Assessments were not yet complete and the Emergency Response Standards for Road Traffic Collisions are to be set during 2008/09, and progress would be reported to Members.

## Review of Second Pumping Appliances

Members noted a report on the Review of Second Pumping Appliances – IRMP Action Plan 2007/08 Project 4: a review to examine the use of the second pumping appliance on 12 Fire Station locations across Northern Ireland.

Referring to the recommendations contained within the Report, which would be presented by the Deputy Chief Fire Officer, Mr Harper, Chair of the Service Delivery Committee, highlighted that while the recommendation concerning Portstewart Fire Station was the main issue, NIFRS were keeping some others under review.

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At this point,  
Mr Clarke entered the Meeting

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The Deputy Chief Fire Officer gave Members some background to the project which examined the use of the second pumping appliance on 12 Fire Station locations across Northern Ireland. He explained to Members that, following a period of consultation, as part of the IRMP 2007/08, the terms of reference of the review had been extended and it examined many aspects relating to the usage of these appliances with a view to providing emergency cover based on local need within each Station area. He further explained that the review had been undertaken within the context of NIFRS Emergency Response Standards and consequently the safety of Firefighters and the community. He gave the Meeting a detailed overview of the outcomes of the Review in respect of each of the 12 Fire Station locations.

Members noted the recommendation that the second appliance be removed from Portstewart Fire Station as the Emergency Response Standards can be achieved by neighbouring Stations due to the number of appliances available within a relatively small geographic area.

During discussion, the Deputy Chief Fire Officer highlighted that the Review had also recommended enhancing RTC or off-road capabilities at 4 of the Fire Station locations.

The Board, on the motion of Mr Bradley, seconded by Mr Hatch, unanimously –

**Resolved:**               **“to accept the recommendations contained within the Review of Second Pumping Appliances subject to consultation”.**

In response to a question from Mrs Gilliland, the Chief Fire Officer informed Members that he, personally, would be informing the personnel at Portstewart Fire Station of the Board’s decision.

With respect to the Fire Station locations which are being kept under review, Members agreed that decisions relating to resources at these locations was a matter for the Chief Fire Officer.

## **Draft Portstewart Consultation Document**

Members noted that following the Review of Second Pumping Appliances and in support of the recommendation to remove a second appliance from Portstewart Fire Station, the draft Portstewart Consultation Document provides an overview of Portstewart Fire Station, an analysis of Emergency Response Standards and safe systems of work and a comprehensive examination of the issues raised during the initial consultation exercise (1 November 2006 – 31 January 2007).

Following discussion, the Board, on the motion of Mr Harper, seconded by Mr Pollock, unanimously –

**Resolved:**           **“to approve the draft Portstewart Consultation Document subject to minor amendment”.**

The Chair commended the Deputy Chief Fire Officer and his staff for the excellent and informative documentation.

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At this point,  
Miss Bryce left the Meeting

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## **4 Service Support Committee Meeting**

Mrs Gilliland, Chair of the Service Support Committee, gave Members a brief synopsis of the Business discussed at a Meeting of the Committee prior to the Board Meeting and highlighted in particular the positive Annual Stewardship Report which had been presented in respect of Transport Services.

## **5 NIFRS Annual Report & Statement of Accounts 2007/08**

The Chief Fire Officer advised Members that the NIFRS Annual Report & Statement of Accounts 2007/08 had now been published. He stated that it was a high quality publication and provided an excellent account of all of NIFRS activities and expenditure during the last financial year. He thanked the Corporate Communications staff for all their work.

A copy of the Report was circulated to Members.

## **6 National Joint Council Matters**

### **Report on Meetings**

Members noted that there had been no meetings of the National Joint Council since the last Board Meeting.

## **7 Chair's Business**

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

### **Assessment Forms**

Referring to Members' Assessment Forms, the Chair requested that any outstanding Forms be returned urgently.

### **Fire Service College**

The Chair informed Members of discussions with the Chief Fire Officer in relation to a visit to the Fire Service College. Members welcomed same.

### **October Board Meeting**

The Chair informed Members that at the October Meeting, the Board would be carrying out its annual review of its Committee Structure and Membership. He asked Members to advise him in advance of the Meeting of proposed changes.

## **8 Chief Fire Officer's Report**

The Chief Fire Officer circulated a Monthly News Brief, along with a report on the Power Upgrade project at Headquarters.

### **Operational Activities**

The Deputy Chief Fire Officer gave Members a brief account of the operational activities and incidents of note during the months of June, July and August. He highlighted in particular the spate flooding incidents on 16 and 17 August 2008.

The Chair asked the Chief Fire Officer to convey the Board's appreciation to all members of staff.

The Officers answered Members' questions regarding the information presented.

Members noted a brief report of the DHSSPS-NIFRS Accountability Meeting held on 25 June 2008.

### **Management Accounts**

The Director of Finance & Performance Management gave Members an overview of the financial position for the period ending 31 August 2008 and answered Members' questions.

## **9 Relevant Correspondence**

The following relevant correspondence was noted:

Letter from the Royal Household conveying a message from Her Majesty the Queen to all NIFRS personnel following the recent widespread flooding in Northern Ireland.

#### 10 **Sealing of Documents**

Members approved the undernoted documents for Sealing:

Northern Ireland Fire & Rescue Service with –

John McCarragher – Grant of Easement – Storm Drainage Pipe and Right of Way, Lisdonwilly Road, Armagh;

Wallace Enterprises Limited – Supplemental Lease and Memorandum of Rent Review, 1<sup>st</sup> Floor Offices, Salisbury Square, Ballymena;

MSA Britain Limited – Firefighter Structural Helmets;

Kellyvision Training & Production – Provision of Media Training Courses.

#### 11 **Meetings of the Board and its Committees**

Members noted a list of Meetings, etc, scheduled for the month of October 2008.

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THIS CONCLUDED THE BUSINESS  
AND THE MEETING TERMINATED  
AT 3.10 PM

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