

# NORTHERN IRELAND FIRE & RESCUE SERVICE BOARD

## MINUTES OF A MEETING

25 NOVEMBER 2008

2.00 PM

### OMAGH DISTRICT HEADQUARTERS

PRESENT: Mr W F Gillespie, Chair presiding  
Mr C Lammey, Chief Fire Officer/Chief Executive  
Mr P Bradley  
Mr J Campbell  
Mr S Clarke  
Mrs B Gilliland  
Mr K Harper  
Mr A Hatch  
Mr R Pollock

APOLOGIES: Mr J Beattie  
Mr J McKeever  
Mrs P Tally

IN ATTENDANCE: Mr T Wright, Assistant Chief Fire Officer (Technical Development)  
Miss A Conley, Director of Human Resources  
Dr D Michail, Director of Planning & Corporate Affairs  
Mr T McGonigal, Director of Finance & Performance Management  
Mr E Doyle, Area Commander, Western Area Command  
Mrs I Hill, Board Administrative Secretary

#### 1 Apologies

Apologies were noted. It was also noted that Mr McKeever was attending another event in his role as Chair of the Equality & Diversity Forum.

#### 2 Minutes

The Minutes of the Meeting held on 23 September 2008, having been printed and circulated, were taken as read and signed as a true record, subject to a minor amendment, on the motion of Mr Campbell, seconded by Mr Harper.

Arising out of the Minutes:

#### **Chief Fire Officer's Report Management Accounts**

In response to a question from the Chair regarding progress in relation to the possibility of donating decommissioned NIFRS vehicle to developing countries, the Chief Fire Officer explained that work on the development of the Business Case was ongoing.

The Chief Fire Officer acknowledged comments from the Chair and Members which they felt may assist in the development of the Business Case.

### **3 Audit Committee Meeting**

Members noted the draft Minutes of the Meeting of the Audit Committee held on 28 October 2008.

### **4 Management Statement and Financial Memorandum**

Members noted the Management Statement and Financial Memorandum agreed in November 2005 and also the revised Management Statement and Financial Memorandum.

The Chief Fire Officer explained that the Department of Health, Social Services & Public Safety had conducted a review of the Management Statement and Financial Memorandum in order to bring it into line with The Fire and Rescue Services (Northern Ireland) Order 2006. He gave Members a brief overview of the revised document.

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

**Resolved:**               **“to approve the revised Management Statement and Financial Memorandum subject to minor amendments”.**

### **5 NIFRS Road Safety Strategy 2008-13**

The Chief Fire Officer advised Members that the NIFRS Road Safety Strategy had been launched during National Road Safety Week (10-16 November 2008). He stated that NIFRS was committed to improving road safety for all road users in Northern Ireland and to reducing the number of road traffic collisions actually occurring and also the number of deaths and injuries on our roads. Members noted that the Strategy outlines how NIFRS will work to continually improve road safety and help protect our community.

A copy of the Strategy was circulated to Members.

### **6 National Joint Council Matters**

#### **Report on Meetings**

Members noted that there had been no National Joint Council meetings since the last Board Meeting. The Chair informed Members that the next meeting was scheduled to take place on 12 December 2008.

### **7 Chair’s Business**

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

## **Diary Dates**

The Chair referred to the Board's 'At Home' function to be held on 9 December 2008 and encouraged Members' attendance. He asked Members to inform the Board Administrative Secretary of any guests Members wish to invite to same.

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At this point,  
Mr Hatch entered the Meeting

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He also reminded Members of the Northern Ireland Cancer Fund for Children's Carol Concert at St Anne's Cathedral on 11 December 2008 and the Trainee Firefighters' Graduation Ceremony on 18 December 2008.

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

A Monthly News Brief for the month of November 2008 was circulated for the information of Members.

### **Operational Activities**

The Chief Fire Officer referred to the road traffic collisions over the weekend in which 7 people lost their lives. He gave Members a brief outline of the tragic incident in which 4 Police Officers lost their lives.

It was agreed that the Chief Fire Officer, on behalf of the Chair and the Board, would forward a letter extending condolences to the Chief Constable and to the Police Officers' families.

Members noted NIFRS operational activities during the month of November and the Chief Fire Officer gave the Meeting an overview of the information contained within the Report.

The Chair referred to the railway and road safety exercises which had been recently undertaken by NIFRS and suggested that it would be useful to invite a Board Member along to such exercises.

### **Management Accounts**

The Director of Finance & Performance Management reported on the financial position for the period ending 31 October 2008. The Officers answered Members' questions in relation to the information presented.

The Chair asked that a profile of capital expenditure be presented to the next Meeting of the Board.

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At this point,  
Mr Clarke left the Meeting  
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In response to a query from Mr Harper, the Chief Fire Officer outlined the current position with respect to establishment figures for operational personnel. Mr Harper asked that an update on the figures be presented at the next Meeting of the Service Delivery Committee.

**9 Relevant Correspondence**

There was no relevant correspondence.

**10 Sealing of Documents**

Members approved the undernoted documents for Sealing:

Northern Ireland Fire & Rescue Service with –

Aquaforce Limited – Roof Replacement at Knock and Ballymena Fire Stations.

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

Members noted a list of Meetings, etc, scheduled for the month of December 2008 and January 2009.

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THIS CONCLUDED THE BUSINESS  
AND THE MEETING TERMINATED  
AT 3.00 PM

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