

# NORTHERN IRELAND FIRE & RESCUE SERVICE BOARD

## MINUTES OF A MEETING

26 JUNE 2012

2.15 PM

- PRESENT: Dr J McKee, Chairman presiding  
Cllr D Barbour  
Mr J Barbour  
Cllr M Carr  
Mrs S Grant  
Mr A Hanna  
Ald A Hatch  
Mr M Kerr  
Mr C Mack
- APOLOGIES: Mr P Craig, Chief Fire Officer/Chief Executive  
Ald Mrs G Rice  
Mrs P Tally
- IN ATTENDANCE: Mr C Kerr, Deputy Chief Fire Officer  
Mr D Ashford, Assistant Chief Fire Officer (Safety Services)  
Mr T McGonigal, Director of Finance & Performance  
Management  
Mrs A Davidson, Head of HR  
Mrs C McNally, Corporate Communications Manager  
Chief Superintendent Peter Farrar, Head of Operations Branch  
Mr P Bardon, NISLEC Project Manager  
Mr J Best, NISLEC Deputy Project Manager  
Mrs I Hill, Board Administrative Secretary  
Mrs H Robinson, DHSSPS

### 1 Apologies

Apologies were noted.

### 2 Declaration of Interests

The Chair sought clarification as to whether any Members of the Board wished to declare any potential conflict of interest with any of the Business Items on the Agenda. Members confirmed that there were no conflicts of interest.

### 3 Presentation – NI Safety & Lifeskills Education Centre (NISLEC) Project

Assistant Chief Fire Officer Ashford introduced the representatives from the NISLEC Project Team to the Meeting and gave Members a brief background to the early intervention initiative which will primarily focus on children and young people.

The Project Team representatives gave Members a presentation explaining that the NISLEC Partnership is currently working with a number of Northern Ireland Government Departments, private sector service providers and voluntary sector organisations to develop an innovative approach to improving the health and wellbeing of children and young people across Northern Ireland.

They outlined the key strategic drivers for the project and informed the Meeting of progress to date with respect to the proposed Safety & Lifeskills Education Centre which will provide a range of full sized, interactive, educational scenarios to visiting schools and youth groups from across the province and offer a hands-on, simulated learning environment.

The Project Team representatives gave Members an overview of the proposed floor plan for the Centre which will offer visitors the opportunity to learn ways in which major, everyday hazards can be prevented, avoided or managed by illustrating dangerous situations and scenarios within a risk free environment.

During discussion, the Project Team representatives answered Members' questions relating to various aspects relating to the project.

The Chairman, on behalf of Members, thanked the NISLEC Project Team representatives for their informative presentation. He commented positively on the proposed Centre. He acknowledged NIFRS involvement in the project and encouraged the Service continued commitment to partnership working. He wished the Team every success with the project.

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At this point,  
Messrs Farrar, Bardon and Best left the Meeting

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#### **4 Minutes – 22 May 2012**

The Minutes of the Meeting held on 22 May 2012, having been printed and circulated, were taken as read and signed as a true record, on the motion of Mr Kerr, seconded by Mr Hanna.

#### **5 Reports from Board Committees, including adoption of Committee Minutes**

##### **Audit & Risk Management Committee – Meeting – 19 June 2012**

Members noted that a Meeting of the Audit & Risk Management Committee had been held on 19 June 2012.

Mrs Grant, Vice-Chairman of the Committee, gave Members a detailed overview of the Business discussed at the Meeting including Recommendations Database, Business Risk Register & Internal Audit Validation Exercise, Operational Audit Validation and NIFRS Fraud Register and Annual Return and Internal Audit Reports.

She advised Members of the status of the 8 Reports which had been considered by the Committee.

Members were informed that the Committee had deferred consideration of the Controls Assurance Exercise 2011/12 – CMT Outcomes and the Controls Assurance – Internal Audit Verification Exercise Outcomes pending examination of DHSSPS Internal Audit Investigation Report.

Members noted that the HIA Assurance Statement had been approved subject to the inclusion of a caveat relating to the 2 Internal Audit Reports which had been deferred.

Mrs Grant informed the Meeting that, with respect to the BSO fees relating to the alleged fraud investigation, the Committee had recommended approval of the increase in the original fee as this was due to additional work undertaken at the request of the Committee. She also informed the Meeting that the Audit Needs Assessment 2012-15 and Audit Plan 2012/13 had been approved with the current establishment of 2 personnel.

### **Audit & Risk Management Committee – Meeting – 26 June 2012**

Members noted that a Meeting of the Audit & Risk Management Committee had been held on 26 June 2012.

Mrs Grant highlighted the key Business for the Meeting was the consideration and approval of the Annual Accounts 2011/12. She explained that the Committee had also discussed the Statement on Internal Control and the Report to those Charged with Governance.

With respect to the Statement on Internal Control, Mrs Grant stated that the Committee had received an overview of the key issues recorded in Section 6 – Progress on Prior Year Significant Internal Control Issues and Section 7 – Current Year Internal Control Issues of the document and explained that the Statement had been approved subject to amendments.

Referring to the Report to those Charged with Governance, Mrs Grant informed Members that the KPMG Auditors had presented the Report in detail. It was noted that the Financial Statements would be accompanied by an unqualified audit opinion and that the Comptroller & Auditor General will be publishing a report to the Accounts.

Arising from the Meeting:

### **Annual Accounts 2011/12**

Members noted that the draft NIFRS Annual Accounts had been reviewed by the Audit & Risk Management Committee at a Meeting that morning. The Director of Finance & Performance Management summarised the salient points from the Accounts for the information of Members.

Referring to the Internal Control Issues highlighted within the Statement on Internal Control, Mr Hatch referred to NIFRS Mobilising & Communication System and to the recent Ulster Bank/RBS ICT failure and questioned if NIFRS was facing that level of risk with respect to its mobilising system.

Assistant Chief Fire Officer Ashford assured Members that contingencies have been established to ensure Business Continuity and to mitigate as far as possible the risk of systems failure. He added that he would be presenting a proposal to the Remuneration Committee for a coping mechanism which would increase resilience.

The Chairman noted that a Meeting of the Remuneration Committee was scheduled to take place on 2 July 2012 and given that the next Meeting of the Board was scheduled for August, sought approval from Members to delegate authority to the Remuneration Committee in this matter.

Assistant Chief Fire Officer Ashford acknowledged that work is well advanced with respect to finalising the NIFRS Standby & Call-Out Allowances proposal. He explained that, in the interim, he would be seeking approval to remunerate key Support staff, through the payment of overtime, who are not covered currently under NIFRS Standby & Call-Out arrangements, for providing standby cover for essential services, such as ICT, in order to maintain business continuity in respect of critical aspects of NIFRS service delivery.

The Deputy Chief Fire Officer emphasised that the proposal was an interim solution until the Standby & Call-Out Allowances proposal was finalised and approved. Members noted that the matter would be considered in full by the Remuneration Committee.

The Director of Finance & Performance Management answered Members' questions in relation to the Accounts.

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

**Resolved: “to approve the draft Annual Accounts 2011/12”.**

### **Service Delivery & Performance Committee – Meeting – 25 June 2012**

It was noted that a Meeting of the Service Delivery & Performance Committee had been held on 25 June 2012. Mr Hatch, Chairman of the Committee, reported on the Business discussed at the Meeting.

He referred to a condensed List of Potential Concerns which had been received by the Committee and highlighted in particular discussion which had ensued with respect to capacity issues and pressure points within the Procurement Department and the Finance and HR Directorates. He explained that the Committee had recommended the realignment of existing staff to ease identified pressure points within these areas and for any posts to be backfilled with Agency staff.

**Subsequently, Mr Hatch proposed that an internal communication be circulated to all members of staff seeking volunteers to move to the Finance, Procurement and HR units to ease pressure points and that these posts be backfilled with Agency Staff. Mr Carr seconded the proposal.**

Arising from the Meeting:

### **NIFRS Business Plan 2012/13**

Members noted NIFRS Business Plan 2012/13 which had been circulated at the Meeting for consideration.

The Deputy Chief Fire Officer referred to comments made at the Board and CMT Planning Day regarding the need for NIFRS to identify its 5 key risks. He explained to Members that the 5 Strategic Issues for NIFRS had now been identified and included in the Business Plan. He further explained NIFRS Strategic Objectives 2012-15 remained unchanged.

He gave Members an outline of NIFRS Strategic Issues and the associated project management issues. The Strategic Issues are:

- Strategic Issue 1 - Operational Safety;
- Strategic Issue 2 - Operational Response Capability;
- Strategic Issue 3 - Risk Management & Governance;
- Strategic Issue 4 - Strategic Resource Management;
- Strategic Issue 5 - Service/Business Improvement.

Referring to Strategic Issue 2 – Operational Response Capability, the Deputy Chief Fire Officer gave Members an update on the current position with respect to issues relating to the Retained availability, etc, highlighting progress to date. He answered Members' questions on various aspects relating to Retained availability.

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At this point,  
Mr Hatch left the Meeting

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The Deputy Chief Fire Officer referred to Strategic Issue 3 - Risk Management & Governance and highlighted the level of progress which had been attained in the monitoring of operational performance. Members noted that work was progressing on the development of a Corporate Management Framework.

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At this point,  
Mr D Barbour left the Meeting

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The Deputy Chief Fire Officer informed Members that the Business Plan incorporated the Business Plans for each individual Directorate and gave an overview of the content of the Plans. He assured Members that work was already progressing in respect of these Plans. Members noted that the final published document would be available in September.

The Chairman thanked the Deputy Chief Fire Officer and his team for all their work.

The Board, on the motion of Mr Mack, seconded by Mr Kerr, unanimously –

**Resolved:** “to approve NIFRS Business Plan 2012/13”.

## **6 Chairman’s Business (including National Joint Council Matters)**

### **Agenda for NIFRS Board Meetings**

The Chairman referred to the layout of the Agenda for the Board Meeting and informed Members that the Agenda model had been changed to incorporate Directors’ Updates. He explained that this would give each Director present at the monthly Board Meeting an opportunity to inform Members of issues within his/her individual Directorate and to raise any concerns with the Board. He noted that it may be appropriate on occasions for Directors to have nothing to report.

Mr Hanna referred to the current format of the Report on the Chief Fire Officer’s Business which includes Reports from the various Directorates and pointed out the need for Directors to be conscious of this fact.

### **DHSSPS Investigation Report**

Members noted a copy of the Executive Summary of the DHSSPS Investigation Report, along with a Recommendations Schedule.

The Chairman informed Members that the 2 individuals named in the Report were challenging the Report and explained that discussions were currently ongoing with DHSSPS with regard to the right of reply of the 2 individuals named in the Report.

The Chairman commented that he felt the Overall Conclusion was carefully written and balanced. He highlighted key issues which needed to be addressed by the Board and Senior colleagues.

Referring to the Recommendations Schedule, the Chairman explained that he had drafted the Schedule and added that the Corporate Management Team would be feeding into the Schedule.

The Chairman sought Members’ comments in relation to the Management Responses and the key staff identified within the Schedule. He stressed the urgency of progressing the Recommendations Schedule and asked Members to forward any feedback as soon as possible.

The Director of Finance & Performance Management outlined his concerns in relation to the Report. He stated that there were points of accuracy which needed addressed and highlighted in particular that there were comments he had made which had not been reported. He explained the need for NIFRS to respond corporately to the Report.

The Chairman shared with Members the Chief Fire Officer's concerns with respect to the Report. During discussion pertaining to the Report, he reiterated that he had advised the Chief Fire Officer and the Director of Finance & Performance Management to raise their concerns directly with DHSSPS.

### **Chief Fire Officer's Retirement**

The Chairman referred to the retirement of the Chief Fire Officer and to previous discussions regarding proposals for an interim position to move the Organisation forward. He reminded Members that, in order to support the business side of the Organisation, he had been in discussion with DHSSPS and with Sir Ken Knight, Adviser to the UK on Fire & Rescue Services, to split the role of Chief Fire Officer and Chief Executive.

The Chairman explained to Members that he was proposing to appoint an Interim Chief Executive for a fixed period of 12-18 months maximum. He stated that this had worked effectively in the past for the Organisation and also that his proposal had the endorsement of the Minister and DHSSPS. Members noted a copy of the Job Description and the Chairman gave an overview of the duties and responsibilities of the Interim Chief Executive.

Mr Hanna seconded the Chairman's proposal to split the role of Chief Fire Officer and Chief Executive.

The Chairman recommended the appointment of Mr J Wallace as Interim Chief Executive. He advised Members that Mr Wallace was currently working with the Scottish Government's Fire Reform Delivery Unit as Business Change Manager on the reform of the Scottish Fire & Rescue Services from 8 Services to one. He gave Members an overview of Mr Wallace's extensive experience in working within UK Fire & Rescue Services. The Members fully supported the Chairman's recommendation.

Members noted that the Chairman had interviewed Mr Wallace and had received favourable references. Members further noted that Mr Wallace will attend Board and Committee Meetings but will not be a Board Member.

Referring to The Fire and Rescue Services Order (NI) 2006, the Chairman pointed out the requirement for the NIFRS Board to have a Chairman, a Chief Fire & Rescue Officer and 10 Members. He proposed that, running in parallel to the appointment of the Interim Chief Executive, the Deputy Chief Fire Officer, Chris Kerr, be appointed as the Interim Chief Fire & Rescue Officer (Chief of Operations) also for a fixed period of 18 months maximum but remaining at the same salary. The Chairman noted that the Interim Chief Fire Officer (Chief of Operations) will become a Member of the Board, in line with the legislative requirements.

Members noted that the 2 Assistant Chief Fire Officer posts would remain unchanged and the Chairman explained that through the proposed Interim Chief Fire Officer there would be a review of the necessary Principal Officer cover for Gold Command assurance.

Following discussion, the Board, on the motion of the Chairman, seconded by Mr Hanna, unanimously –

**Resolved:** “that Deputy Chief Fire Officer C Kerr be appointed as Interim Chief Fire Officer (Chief of Operations) for a fixed period of 18 months maximum with effect from 27 June 2012 and Mr J Wallace be appointed as Interim Chief Fire Officer (Chief Executive) for a fixed period of 18 months maximum”.

**It was also agreed that the Interim Chief Fire Officer (Chief of Operations) would fulfill the role of Accounting Officer until the Interim Chief Executive takes up post.**

The remainder of the Items under Chairman’s Business were deferred to later in the Meeting.

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At this point, the Chairman left the Meeting  
and Mr Hanna, Vice-Chairman, chaired the Meeting.

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## **7 Chief Fire Officer’s Business**

Members noted the Report on Chief Fire Officer’s Business for the month of May 2012.

### **Operational Performance**

The Deputy Chief Fire Officer gave Members an overview of Operational Performance and assured Members that operational performance continues to be monitored on a monthly basis via monthly accountability meetings with the Area Commanders.

The Deputy Chief Fire Officer referred to NIFRS Operational Assessment Audit process which enables NIFRS to benchmark operational performance across the Organisation and identify notable practice which can be shared as part of a structured and consistent process of continual improvement. He highlighted that since November 2011, Area Commands have completed 321 point-sample audits and 56 full audits. He explained that the Operations Department was currently conducting a 6-monthly trend analysis.

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At this point,  
the Chairman and Dame Mary Peters entered the Meeting

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The Chairman introduced Dame Mary Peters, NIFRS Honorary Deputy Assistant Chief Fire Officer, to the Meeting who has kindly agreed to be an ambassador for NIFRS and to act as a champion for older people and to highlight NIFRS' commitment to females within the Service. Dame Mary would also be closely involved as a Patron for the 2013 World Police & Fire Games.

Dame Mary Peters stated she was honoured to be involved in this voluntary capacity with NIFRS.

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At this point,  
the Chairman and Dame Mary Peters left the Meeting

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### **Prevention Performance**

Assistant Chief Fire Officer Ashford gave Members a synopsis of the salient points highlighting in particular the current position with respect to NIFRS advertising campaign. He explained that the advertising campaign approved by the Minister was not yet running and this was mainly due to difficulties in accessing the Government Advertising Framework for organisations that do not have CoPE advice. He stated that a process had been agreed with DHSSPS which would allow NIFRS to proceed. Members noted that the Media Services Tender will go to the evaluation stage when all financial checks on the applicants were complete.

Referring to the draft Code of Practice for Police & Community Safety Partnerships which had been published for consultation, Assistant Chief Fire Officer Ashford explained that this first draft is very much focused on Police objectives and does not allow enough flexibility for community safety in line with NIFRS objectives. Members noted that Assistant Chief Fire Officer Ashford had raised this informally with the relevant Policing Board Member and that a formal response would be forwarded in due course.

Mr Kerr suggested the need for the NIFRS Board to present its views on the draft Code of Practice.

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At this point,  
the Chairman rejoined the Meeting

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Members noted the Monthly Update Report for GD92 and Assistant Chief Fire Officer Ashford outlined the current position. In response to a question from Mr Hanna, Assistant Chief Fire Officer Ashford confirmed that a dedicated Project Manager was now in place.

With respect to WPFPG 2012, Members were informed that Assistant Chief Fire Officer Ashford will take the position on the WPFPG Board vacated by Chief Fire Officer Craig on 27 June 2012. It was noted that Members would be kept informed going forward through a dashboard report, a copy of which had been circulated for the information. The dashboard report will be updated after every WPFPG Board Meeting with WPFPG included in the Safety Services monthly updates to the Board.

Assistant Chief Fire Officer Ashford reminded Members that NIFRS currently had 2 members of staff seconded to WPFPG and explained that the Chief Executive and the Deputy Chief Constable were asking NIFRS to reaffirm its commitment to WPFPG 2013 and were also seeking additional resources. Assistant Chief Fire Officer Ashford answered Members' questions on various aspects relating to WPFPG 2013.

Assistant Chief Fire Officer Ashford also updated Members with respect to Community Development – Protection, Health & Safety and the Regional Control Centre.

### **HR Performance**

The Head of HR informed Members of the outcome of a recent Industrial Relations Tribunal case explaining that NIFRS had agreed to settle out of Court with the terms of the settlement agreed by the Chief Fire Officer. Members noted that DHSSPS were aware of the matter.

The Head of HR gave Members an overview of the current position with respect to NIFRS Recruitment & Selection Schedule, the development of a Business Case for Legal Services and E-recruitment.

### **Draft NIFRS Good & Harmonious Working Policy, including Revised Joint Declaration of Protection**

The Head of HR explained that copies of the Policy and Revised Joint Declaration of Protection would be circulated to Members under separate cover for consideration in advance of stakeholder consultation which was hoped would be progressed during July-September.

She further explained that the draft is based on the revised Guidance produced by the Equality Commission for NI published in 2009. She added that the Unions have had an opportunity to comment.

### **Finance Performance**

Members noted the Finance Update and Monthly Management Accounts for the period ended 31 May 2012.

The Director of Finance & Performance Management gave Members a detailed summary of the information presented with respect to Revenue and Capital expenditure. He highlighted that the Budget Risk Register has identified a number of potential risks which include PBI Gold Uniform order which needs to be placed by the end of June, the Business Case for which has not as yet been approved, and a number of maintenance related payments that should have been paid in April/May 2012 but are still outstanding due to the need to complete new Single Tender Action (STA) procurement processes.

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At this point,  
the Vice-Chairman left the Meeting and the Chairman  
chaired the Meeting

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During discussion, Members expressed concern regarding the development of Business Cases and the impact of the levels of Business Cases required on current resources.

The Chairman reminded Members of earlier discussion during the Meeting following the report from the Chairman of the Service Delivery & Performance Committee and the Committee's concerns about workloads within Procurement, Finance and HR.

The Director of Finance & Performance Management answered Members' questions regarding aspects of the information presented.

### **Technical Performance**

The Deputy Chief Fire Officer updated Members on a number of issues pertaining to the Technical Development Directorate relating to Desertcreat, cars and vans and PBI Gold PPE. He informed Members of the current position with respect to the timeframes associated with the procurement of BA Pods and explained that he and the Director of Finance & Performance Management will be discussing this vulnerability with DHSSPS.

### **Contracts Awarded**

Members noted a list of Contracts awarded in the month of May 2012.

## **6 Chairman's Business (continued)**

### **Purchase of Laptop**

The Chairman informed Members of the background to a request which he had received from the Chief Fire Officer to purchase his laptop. Members noted that the purchase price for the laptop would be at the current market value.

The Board, on the motion of Mr Carr, seconded by Mr J Barbour, unanimously –

**Resolved:** “to approve the Chief Fire Officer’s request to purchase his laptop at the current market value”.

Members noted that DHSSPS approval would also be required.

### **National Joint Council**

The Chairman informed Members that he had attended 2 Meetings of the NJC since the last Board Meeting and gave an overview of the difficulties in agreeing a pay increase in the current round of negotiations.

### **Senior Staff Updates**

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At this point,  
the Head of HR left the Meeting

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The Chairman referred to the vacant post of Director of Human Resources and reminded Members that the Assessment Centre for the post is to be re-run and that the Board had requested that the re-assessments be conducted by an external provider.

With respect to the posts of Director of Planning & Corporate Affairs and Strategic Planning Manager, the Chairman advised Members that, although he had had discussions with the Head of HR regarding progressing these appointments, it was decided to hold progress on these appointments until the Interim Chief Executive has taken up post.

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At this point,  
the Head of HR rejoined the Meeting

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### **Staff Capacity**

The Chairman referred to the discussions previously in the Meeting with respect to concerns in relation to workloads within Procurement, Finance and HR and noted that the proposal to realign existing staff or engagement of agency staff to cover identified pressure points had been recommended and agreed.

### **8 Directors’ Updates**

Updates were provided by Directors under Item 7 – Chief Fire Officer’s Business.

## **9 Standing Items**

### **NIAO Report – NIFRS Action Plan**

Members noted a copy of the NIAO Report – NIFRS Action Plan highlighting progress to date.

The Deputy Chief Fire Officer informed Members that a copy of the Action Plan had been passed to DHSSPS at the Accountability Meeting and informal feedback sought in advance of the submission of a formal Progress Report to DHSSPS in September. He emphasised the need to address proactively the recommendations emanating from the NIAO Report.

The Chairman enquired as to the possibility of establishing a Project Team to progress the Action Plan.

The Deputy Chief Fire Officer highlighted the level of work completed and continuing to be progressed through the Service Improvement Team and the impact on current resources. He gave Members an update on Service Improvement explaining that the realignment of staff was another piece of work to be progressed by the Service Improvement Team. The Deputy Chief Fire Officer suggested the need for the matter to be discussed by the Corporate Management Team and the possibility, within normal protocols, of any assistance DHSSPS may consider.

The Deputy Chief Fire Officer gave Members an update with respect to the current position pertaining to Uniformed promotions for Crew Commanders, Watch Commanders, Station Commanders and Crew Commanders (Controls).

Members noted the current position with respect to Support staff vacancies.

### **DHSSPS Internal Investigation – Action Plan**

This Item was discussed previously during the Meeting.

## **10 Standalone Strategic Items**

### **Organisation Risk – Key Strategic Issues**

This Item was discussed previously during the Meeting.

### **Service Improvement Update**

An update was provided previously during the Meeting.

### **Omagh Fire Station**

The Deputy Chief Fire Officer informed Members of the current position with respect to the new Omagh Fire Station following the appointment of the preferred bidder as a result of the Tender evaluation process.

He explained to Members that it is anticipated that NIFRS will be in a position to sign off a Pre Contract Certificate and a Certificate of Readiness to award the contract for the building works for the new Station and this will permit NIFRS to commence the Alcatel period (the period in which a challenge to the contract award can be submitted by one of the other competitors).

The Deputy Chief Fire Officer further explained that subject to suitable completion of this process, NIFRS will be in a position to sign the contract for the new build on 9 July 2012 allowing the preferred bidder to take possession of the site and commence construction.

The Board approved the sign off of the Pre Contract Certificate and Certificate of Readiness subject to approval by the Director of Finance & Performance Management of the funding profile for the project.

### **Draft NIFRS Good & Harmonious Working Policy, including Revised Joint Declaration of Protection**

Members noted that this matter had been reported previously during the Meeting.

#### **11 Relevant Correspondence**

The following relevant correspondence was noted:

- (a) Letter of appreciation from the Regional Gold Commander for the Olympic Torch Relay in Northern Ireland in respect of NIFRS contribution to the multi-agency operation and the success delivery of this major event;
- (b) Letter of appreciation from the Joint Liaison Officer, 38 (Irish) Brigade, in respect of NIFRS contribution to the Mourne Mountain Adventure 12 – a cross-community youth engagement event;
- (c) Letter of thanks from 1<sup>st</sup> Foundations, First Presbyterian Church, Bangor.
- (d) Letter of appreciation from Deputy Assistant Chief Officer A Boyle, Chief Fire Officers Association, following a visit to NIFRS of Scottish Fire Reform Working Group.

#### **12 Sealing of Documents**

Members noted the undernoted document for sealing:

Northern Ireland Fire & Rescue Service with:

H & J Martin – Measured Term Contract.

**13 Any Other Business**

**Economic Appraisal for NIFRS Occupational Health Scheme**

Members noted the Economic Appraisal for NIFRS Occupational Health Scheme. Assistant Chief Fire Officer Ashford explained that the document had been circulated to Members for information prior to consideration at the August Board Meeting.

**14 Schedule of Future Meetings**

The Schedule of Future Meetings was noted. Members noted that there would be no Board Meeting in July and the next Board Meeting was scheduled to take place on 28 August 2012.

The Chairman referred to the interim arrangements which had been agreed by the Board in confidence and explained that he and the Corporate Communications Manager would prepare a communication for circulation to all staff advising of the new interim governance arrangements for NIFRS.

The Chairman extended congratulations to the Deputy Chief Fire Officer on his appointment as Interim Chief Fire Officer (Chief of Operations) and assured him and the Corporate Management Team of the Board's support.

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THIS CONCLUDED THE BUSINESS  
AND THE MEETING TERMINATED  
AT 5.40 PM

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