

**HIGHLAND AND ISLANDS FIRE BOARD  
POLICY AND FINANCE WORKING GROUP**

Minutes of Meeting of the **Policy and Finance Working Group** held in Council Headquarters, Glenurquhart Road, Inverness on **Wednesday, 10 December 2008** at **10.30 a.m.**

**Present:**

**Representing the Highland Council**

Mr R Durham  
Mr D Flear  
Ms M Smith

Mr J Gray  
Mr J Ford

**Representing Comhairle nan Eilean Siar** Mr I Mackenzie (substituting)

**Representing Orkney Islands Council** Mr A Drever

**Representing Shetland Islands Council** Mr A Cooper

**Officials in attendance:**

Mr B Murray, Chief Fire Officer (for part of the meeting)  
Ms M Morris, Clerk  
Mr D Robertson, Treasurer's Office  
Ms L Lee, Clerk's Office

**Mr A Drever in the Chair**

**1. Apologies**

Apologies for absence were intimated on behalf of Mrs M Paterson, The Highland Council, and Mr N M Macleod, Comhairle nan Eilean Siar.

**2. Principal Officers' Pay - Vehicles**

At its meeting held on 14 November, the Board agreed to remit powers to an urgent meeting of this Working Group to finalise the terms and conditions package to be advertised for the post of Deputy Chief Fire Officer, once all the relevant information was available, including the outcome of the Principal Officers' vehicle review.

There had been circulated Report No. PFWG11/08 dated 2 December 2008 by the Treasurer reviewing the current policy on the provision of cars to Principal Officers and recommending its retention.

Following discussion, the Working Group **AGREED:**

- i. to continue to provide cars for Principal Officers to meet operational needs;  
and

- ii. to request that a report be brought to the Board in January 2010, i.e. two years after the purchase of the current vehicles, and prior to replacement vehicles being sought; the report to review the Board's current practice in respect of the provision of vehicles to the Service as a whole, including (a) information on appropriate replacement vehicles and timings for those replacements, and (b) an assessment of risks to operational effectiveness of the Service in those areas where a vehicle was not provided.

The meeting closed at 11.10 a.m.