

Notes of a meeting of the Board of the company held on Wednesday 22 October 2008

Decisions

1. **Cllr. R. Payne** remains a member of the Board.
2. Cllr. R. Heron has been appointed as **Vice-Chair** of the Board.
3. The Board has accepted proposed **HR policies** (subject to consultation with employee representatives) on Disciplinary and Grievance Procedures; Use of Computer Equipment, Internet, E-Mail and Phones; Alcohol and Substance Misuse and Health and Safety.
4. The Board has agreed its **Schedule of Meetings for 2009**.
5. A **Director Training Day** is to be held on 27 November 2008 to give an insight into the scope of operational work that will be undertaken by FiReControl.
6. The Board has approved an approach to determine **Transition Staff Numbers** and noted the need for a further report once more information on support roles and training becomes available.
7. The Board has received an update on the company's **Scope of Work and Priorities**, including changes in relevant CLG personnel and CLG's review of the Business Case.
8. Colin Stockwell's appointment as **Company Secretary** has been extended by 12 months, until 15 October, 2009.
9. Proposed arrangements for **payroll issues and pay dates** have been approved, subject to consultation, together with proposals for transfer of holiday entitlement.
10. Proposals for the payment of **travel allowances**, based on reimbursement of additional mileage attributable to transfer of location of workplaces, were agreed, together with proposals not to adopt a relocation policy or credit additional home to work travelling time, subject to consultation.