



THE INSTITUTION OF FIRE ENGINEERS
FOUNDED 1918 • INCORPORATED 1924

Minutes of the 95th Annual General Meeting

Held in the Kilsyth Suite, Edinburgh International Conference Centre, The Exchange,
Edinburgh, EH3 8EE at 10am on the 31st October 2018

The Chief Executive Officer and Company Secretary, Dr Graham Cory, opened the 95th meeting. He extended a warm welcome to all in attendance

1. Apologies for Absence

Apologies for absence had been received from:

- Bill Gough
- Barry Guest
- Phillip Martin
- Michael Quay
- Kirk Rosenhan

2. Minutes of the 94th Annual General Meeting

Graham CORY PROPOSED the approval of the minutes of the 94th Annual General Meeting, held at Greater Manchester Fire and Rescue Service Training Centre, Cassidy Close, Manchester, M4 5HU at 10am on the 11th July 2017, as published in the November 2017 edition of the *International Fire Professional* journal. This was SECONDED by Peter WILKINSON.

Members voted and it was RESOLVED that the minutes be accepted as a true and correct record and signed as such by the International President.

3. Results of the Election to the Board of Directors

Graham CORY informed the meeting that one election had been held for two vacancies for Directors elected by the voting membership. There were two nominations put to vote which were, in alphabetical order:

- Trent FEARNLEY
- Kristen SALZER-FROST

Graham CORY confirmed that both nominees were duly elected and have been appointed to the Board.

Graham CORY confirmed the Board of Directors, in alphabetical order, were as follows:

- Graham CORY (ex-officio)
- Gary DANIELS
- Trent FEARNLEY
- Richard FOWLER
- Peter HOLLAND
- Grant LUPTON
- Kristen SALZER-FROST
- Andrew SHARRAD
- Hao-Giang TAY
- Bruce VARNER

4. Members of the International General Assembly and the Leader and Vice Leader

Graham CORY introduced the members of the International General Assembly. He said that details of all IGA representatives can be found on the IFE website at www.ife.org.uk together with details of branch committee members.

Graham CORY said he was delighted to announce that, at the conclusion of the recent IGA meeting, the serving Vice Leader, Chris BILBY, had been confirmed as Leader and Mark CHUBB had been elected Vice Leader for the year 2018-19.

5. Annual Report of the Board of Directors for the year ended 31st December 2017

Peter WILKINSON introduced the Annual Report of the Board for the year ended 31st December 2017 and PROPOSED its adoption. This was SECONDED by Martin SHIPP. Fourteen proxy votes had been received in support, with none voting against. Members in the room voted and it was RESOLVED that the Annual Report of the Board for the year ended 31st December 2017 be adopted.

6. Financial Statements for the year ended 31st December 2017

Peter WILKINSON presented the financial statements for the year ended 31st December 2017 and PROPOSED their adoption. This was SECONDED by Martin SHIPP. Fourteen proxy votes had been received in support, with none voting against. Members in the room voted and it was RESOLVED that the Financial Statements for the year ended 31st December 2017, as published and circulated, be adopted.

Peter WILKINSON gave a few words about the Institution. He reflected on the tragic Grenfell Tower fire, which occurred before the 2017 AGM. He spoke about the work of colleagues on working groups established post-Grenfell, which had contributed to the promotion of the IFE from a position on the periphery of the construction sector to one where we had a loud and respected voice. IFE members have been at the heart of the work, contributing to the Public Inquiry and criminal investigations, providing expert witnesses, fire investigators, responding to calls for evidence and much more. IFE representatives are involved in many initiatives, developing strong links with other professional bodies and contributing to a range of projects. Peter also spoke about the demand for IFE services; membership is greater than 10,000 once again – the first time since 2011. Applications for admission to the register of fire risk assessors and Engineering Council registrations are at an all-time high. Demand for examinations and recognitions is growing, which puts a strain on both staff and our dedicated volunteers. The online membership applications project is proceeding well, with the vision of standardising and automating our processes. Peter directed members to the annual report which highlights many other significant achievements such as SIG developments and committee creations.

Peter WILKINSON closed by thanking everyone for supporting him as Chair of the IFE Board and that it had been a privilege to serve as a director and trustee over the past few years.

7. Appointment of Auditor for 2018

Graham CORY PROPOSED the reappointment of Crowe UK LLP, Carrick House, Lypiatt Road, Cheltenham as the Auditor to the Institution for 2018 and that the Board of Directors be authorised to agree the auditors' remuneration. This was SECONDED by Peter WILKINSON. Fourteen proxy votes had been received in support, with none voting against. Members in the room voted and it was RESOLVED that Crowe UK LLP be reappointed and that the Board of Directors be authorised to agree the auditors' remuneration.

8. Valedictory Address from retiring International President, Martin SHIPP

Martin SHIPP delivered his valedictory address. Martin mentioned that he had been busy since his inauguration in supporting branch events; representing the IFE at external events and contributing to the Grenfell Tower follow-up activities. He said he would like to see greater opportunities for all members to exchange knowledge and provide valuable CPD. He said he had also been working on the 'Legacy project' which aims to improve fire safety knowledge in young people. A new Special Interest Group has been set up to take this initiative forward and work with fire and rescue services, scout groups and universities to inform, inspire and encourage the next generation of IFE members.

Martin said much of his work has been related to Grenfell Tower follow up activities. Surprisingly, he said, fire safety is suddenly trendy, with many other organisations now claiming to be experts in the field. He emphasised that the IFE are the experts and we must fight our corner. We need to ensure future developments are underpinned by appropriately recognised standards of professionalism, competency and ethics. Members need to engage with government and industry initiatives on behalf of IFE if we are to hold our position and continue the momentum we have created. He closed by stating it had been an honour to have been the Institution's International President for the year 2017-2018.

9. The installation of Richard FOWLER as the International President of the Institution for the year 2018-2019

Martin SHIPP installed Richard FOWLER and presented him with the Badge of Office and Letters Patent for the Grant of Arms to the Institution.

10. Presentation of the retiring International President with a Past President's badge

Richard FOWLER presented Martin SHIPP with a Past President's Badge.

11. Address from the International President

Richard FOWLER gave his inaugural address, beginning with a reflection on the Institution's history. On 31st October 1918 ten Chief Fire Officers in Leicester founded the Institution of Fire Engineers which was subsequently registered as a limited company in Edinburgh in 1924. In 1929 the first international branch was formed. IFE's head office moved to London in 1934. Twelve regional branches were established in 1924, and in 1962 IFE examinations were made available to everyone in the fire engineering industry. In the same year the IFE received its Coat of Arms. In 1965 IFE's head office moved back to Leicester. In 1980 IFE registered as a charity in Scotland. CPD was first offered in 1995, the first Special Interest Group was formed in 1996 and in 1998 IFE became a licenced body of the Engineering Council. In 2003 the General Assembly was formed. IFE head office moved again to Moreton in Marsh at the Fire Service College. In 2010 IFE became an OFQUAL awarding organisation. In 2011 IFE's head office moved to Stratford-upon-Avon.

Richard then looked into the future, offering the hope that the IFE would develop new Special Interest Groups and expand into new areas of the fire industry. He spoke of the Institution's intention to petition for a Royal Charter in 2019, in respect of which preparatory work was proceeding steadily.

The 2019 conference is scheduled for 17th and 18th July in Brighton, UK and the theme for the year will be 'Competency and Ethics'.

Richard closed his address by expressing the honour he felt in being called to represent the IFE as its International President for 2018-2019.

12. Presentation of Awards and Certificates

2018 Godiva Awards for Outstanding Achievement in Examinations

Outstanding Achievement in the IFE Level 3 Diploma was awarded to the following candidates:

- International candidate – Mohamad Ramjane who sat his exams in Mauritius. Unfortunately Mohamad was unable to be present to receive his award in person but it will be forwarded to him.
- UK candidate – Michael Stafford who is a serving firefighter at Hampshire Fire and Rescue Service. Richard Fowler presented Michael Stafford with his award.

Outstanding Achievement in the IFE Level 4 Certificate was awarded to the following candidates:

- International candidate – Albert Wustenhagen who sat his exams in South Africa. Unfortunately Albert was unable to be with us to receive his award in person but this will be forwarded to him.
- UK candidate – Richard Young who is a Watch Commander at Hereford and Worcester Fire and Rescue Service. Richard Fowler presented Michael Stafford with his award.

Companion Awards

Companion awards are IFE's only premier title that can be made by nomination. It is awarded to any grade of member who has given outstanding service to the IFE, their Branch or to Fire Engineering.

There were three awards to be presented;

- Matthew WOOD re-formed the South Eastern Branch about 12 years ago when it was struggling. The branch is now very active with numerous CPD events for members. Matthew built strong relationships with local businesses that provide support to the branch also. Matthew is committed to helping others and frequently takes part in charity events.
- Grant LUPTON has been a member of many different branches, an IFE board director since 2008, Chair and Vice Chair of the board and Past International President.
- Andrew Sharrad has been instrumental in developing the Australian branch into the largest IFE branch in the world with more than 700 members.

AGM formal business closed at 10:45

Royal Charter Discussion

Richard FOWLER spoke about the Institution's ambition to achieve a Royal Charter and the opportunity and credibility this could bring. Richard confirmed that the IFE planned to retain its Engineering Council licence and continue to register people for EngTech, IEng and CEng. Richard discussed the possibility of the IFE being able to register Chartered Fire Engineers or Chartered Fire Risk Assessors. It is clear that, should the IFE achieve a Royal Charter, its profile would be elevated. He invited comments and questions from the audience, and the following points were raised:

- The Fire and Rescue Services are likely to support the Petition but whether they made use of it would come down to budgets.
- It was agreed that a Charter would enhance the IFE's status within the sector.
- It was suggested that IFE also apply for a Royal Warrant.
- IFE is an international organisation and for some the Royal Charter is less important to those in the UK.

Richard presented the results of the recent e-poll, at which a very clear preference emerged for the retention of the name 'Institution of Fire Engineers' as part of our Chartered titled. He made clear that, as IP, he will be making every effort to meet branches and individual members to discuss these and other matters and to hear their views.

The meeting closed at 11:15am

Signed:

Richard FOWLER, International President 2018-2019

Dated: