

The Role of the Executive Committee

HWFRS YFA is governed by the Executive Committee based at Service Headquarters (SHQ). The Committee will meet every quarter to monitor the progress of the YFA Branches and support any requirements they may have.

Members include:

- An FRA representative (Chair)
- A Principal Officer (PO) representative (Vice-Chair)
- Finance Department Representative (Treasurer)
- Community Safety Department Senior Administrator (Secretary)
- Community Safety Manager
- Asset Management representative
- HR Department representative
- Health and Safety Department advisor
- Branch Co-ordinator Branch Secretary
- Station Managers, YFA branches (Associate members)
- YFA Co-ordinator, Community Safety (Associate members)

Only full Executive Committee members have voting rights on executive decisions. For a meeting to be quorate 6 members must be present. Associate members are present for professional advice but do not have voting rights on decision making.

The Executive Committee may invite other representatives to sit on the Committee either as full Members or as Associate Members of the Committee.

The Executive Committee will:

- Own the YFA Policy and ensure it is maintained as a living and working document
- Ensure that all relevant Service Policies and Instructions are applied
- Ensure adequate financial monitoring
- Approve annual budget submissions to the Director of Finance
- Facilitate support for YFA requirements from all Service areas
- Promote the Aims and Objectives of the HWFRS YFA in the wider community.