

AWDURDOD TÂN GOGLEDD CYMRU



NORTH WALES FIRE AUTHORITY

The Annual Meeting of the NORTH WALES FIRE AND RESCUE AUTHORITY will be held MONDAY 18 JUNE 2018 at CONWY COUNTY BOROUGH COUNCIL CHAMBER, BODLONDEB at 10.30am.

Yours faithfully

Colin Everett
Clerk

AGENDA

- 1. Apologies**
- 2. Appointment of Chair 2018/19**
- 3. Appointment of Deputy Chair 2018/19**
- 4. Appointments of Chair and Deputy Chair of Audit Committee 2018/19**
- 5. Notice of Urgent Matters**
Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B (4) of the Local Government Act, 1972.
- 6. Minutes of the annual meeting held on 19 June 2017**
- 7. Matters arising**
- 8. Membership of the Fire and Rescue Authority**
- 9. Appointments to Committees and External Bodies**
- 10. Meeting Dates 2018/19**
- 11. Urgent Matters**
To consider any items which the Chair has decided are urgent (pursuant to Section 100B (4) of the Local Government Act, 1972) and of which substance has been declared under item 4 above.

PART II

No items for discussion

NORTH WALES FIRE AND RESCUE AUTHORITY

Minutes of the Annual Meeting of North Wales Fire and Rescue Authority held on Monday 19 June 2017 at Denbighshire County Council Chamber, Ruthin. Meeting commenced at 10.30am.

PRESENT

Councillor

Bryan Apsley
Brian Blakeley
Marion Bateman
Ann Davies
Meirick Lloyd Davies
Ian Dunbar
Peter Evans
Veronica Gay
Richard Griffiths
Peter Lewis
Geoff Lowe
Roger Parry
Paul Pemberton
Dylan Rees
Rondo Roberts
Paul Shotton
J Rodney Skelland
Adrian Tansley
Owen Thomas
David Wisinger
Gethin Glyn Williams

Representing

Wrexham County Borough Council
Denbighshire County Council
Flintshire County Council
Denbighshire County Council
Denbighshire County Council
Flintshire County Council
Denbighshire County Council
Flintshire County Council
Anglesey County Council
Conwy County Borough Council
Wrexham County Borough Council
Conwy County Borough Council
Wrexham County Borough Council
Anglesey County Council
Wrexham County Borough Council
Flintshire County Council
Wrexham County Borough Council
Conwy County Borough Council
Flintshire County Council
Flintshire County Council
Gwynedd Council

Also present:

S A Smith (Chief Fire Officer and Chief Executive); C P Everett (Clerk and Monitoring Officer to the Authority); K W Finch (Treasurer to the Authority); D Docx (Deputy Chief Fire Officer); R Fairhead and G Brandrick (Assistant Chief Fire Officers); S Morris (Corporate Planning Manager); T Williams (Corporate Communications Manager); S Forrest (Accountant, Treasurer's Department, Conwy County Borough Council); A Davies (Member Liaison Officer).

APOLOGIES

Councillor

Annwen Daniels
Simon Glyn
John Brynmor Hughes
Eric Wyn Jones
I Dilwyn Lloyd
Sue Lloyd-Williams
Nigel Smith

Representing

Gwynedd Council
Gwynedd Council
Gwynedd Council
Anglesey County Council
Gwynedd Council
Conwy County Borough Council
Conwy County Borough Council

- 1 APPOINTMENT OF CHAIR 2017/18
 - 1.1 The Clerk requested nominations for the office of Authority Chair for the 2017/18 municipal year.
 - 1.2 Cllr A I Dunbar proposed Cllr M LI Davies and this was seconded by Cllr W O Thomas. No other nominations were proposed.
 - 1.3 **RESOLVED that Councillor Cllr Meirick Lloyd Davies be elected as Chair of North Wales Fire and Rescue Authority for the 2017/18 municipal year.**
- 2 APPOINTMENT OF DEPUTY CHAIR 2017/18
 - 2.1 The Chair proceeded to seek nominations for the office of Authority Deputy Chair for the 2017/18 municipal year.
 - 2.2 Cllr P Shotton proposed Cllr P R Lewis and this was seconded by Cllr R E Parry. No other nominations were proposed.
 - 2.3 **RESOLVED that Councillor Peter Lewis be elected to serve as Deputy Chair of North Wales Fire and Rescue Authority for the 2017/18 municipal year.**
- 3 APPOINTMENTS OF CHAIR AND DEPUTY CHAIR OF AUDIT COMMITTEE
 - 3.1 The Chair sought nominations for the offices of Chair and Deputy Chair of the Audit Committee for the 2017/18 municipal year.
 - 3.2 For the post of Chair, Cllr W O Thomas proposed Cllr J R Skelland and this was seconded by Cllr G Lowe. No other nominations were proposed.
 - 3.3 For the post of Deputy Chair, Cllr A I Dunbar proposed Cllr B Apsley and this was seconded by several other members. No other nominations were proposed.
 - 3.4 **RESOLVED that**
 - (i) **Councillor J Rodney Skelland be elected to serve as Chair of the Audit Committee for the 2017/18 municipal year;**
 - (ii) **Councillor Brian Apsley be elected to serve as Deputy Chair of the Audit Committee for the 2017/18 municipal year.**
- 4 NOTICE OF URGENT MATTERS
 - 4.1 The Chair advised that no items had been submitted to the Clerk for consideration.

5 MINUTES OF THE LAST ANNUAL MEETING

5.1 The minutes of the Fire and Rescue Authority Annual Meeting held on 20 June 2016 were submitted for approval.

5.2 No matters arose from the minutes submitted.

5.3 **RESOLVED to approve the minutes as a true and correct record of proceedings.**

6 MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY

6.1 The report was presented to confirm the appointment of members of the Authority and the composition of the full Authority membership for 2017/18.

6.2 **RESOLVED**

- (i) to note the Authority membership for 2017/18;**
- (ii) that the Chair write to previous members of the Authority thanking them for their work.**

7 APPOINTMENTS TO COMMITTEES AND EXTERNAL BODIES

7.1 The purpose of the report was to invite the Authority to appoint membership of internal and various external committees including the Local Government Association (LGA) and the Welsh Local Government Association (WLGA).

7.2 It was noted that not all local authorities had nominated two representatives to sit on the Executive Panel as yet.

7.3 **RESOLVED:**

- (i) not to apply the principle of political balance to Committees;**
- (ii) membership of committees to be as follows:**

Executive Panel

Member	Constituent Authority
Meirick Ll Davies (Chair)	Denbighshire County Council
Peter Lewis (Deputy Chair)	Conwy County Borough Council
Richard Griffiths	Anglesey County Council
Eric Wyn Jones	Anglesey County Council
Paul Pemberton	Wrexham County Borough Council
Rondo Roberts	Wrexham County Borough Council
Marion Bateman	Flintshire County Council
Veronica Gay	Flintshire County Council
Ann Davies	Denbighshire County Council
Brian Blakeley	Denbighshire County Council
Gethin Glyn Williams	Gwynedd Council
John Brynmor Hughes	Gwynedd Council
	Conwy County Borough Council
	Conwy County Borough Council

Audit Committee

Member	Constituent Authority
J Rodney Skelland (Chair)	Wrexham County Borough Council
Bryan Apsley (Deputy Chair)	Wrexham County Borough Council
Dylan Rees	Anglesey County Council
Geoff Lowe	Wrexham County Borough Council
Ian Dunbar	Flintshire County Council
Paul Shotton	Flintshire County Council
Owen Thomas	Flintshire County Council
David Wisinger	Flintshire County Council
Peter Evans	Denbighshire County Council
Simon Glyn	Gwynedd Council
Annwen Daniels	Gwynedd Council
I Dilwyn Lloyd	Gwynedd Council
	Conwy County Borough Council
	Conwy County Borough Council

(iii) to appoint representatives to external bodies as set out below:

Chairs and Chiefs Ministerial Fire and Rescue Liaison Group	usually the Chair
Welsh Local Government Association (WLGA) Council	usually the Chair
WLGA Co-ordinating Committee	one representative on behalf of the three FRAs
WLGA Fire Services Panel	Chair and Deputy Chair
Local Government Association (LGA)	usually the Chair
LGA Fire Services Forum	one representative on behalf of the three FRAs
National Issues Committee	Chair and Deputy Chair

8 APPOINTMENTS TO STANDARDS COMMITTEE

8.1 Members were asked to appoint two Fire and Rescue Authority members to serve on the Standards Committee.

8.2 RESOLVED

- (i) to appoint Councillor W O Thomas to serve on the Standards Committee until the next elections in 2022;**
- (ii) that the Clerk email all Members requesting a volunteer to serve on the Standards Committee until the next elections in 2022.**

9 APPOINTMENTS TO LOCAL PENSION BOARD

9.1 Members were asked to appoint four Fire and Rescue Authority members to serve on the Local Pension Board.

9.2 It was noted that meetings are held twice a year but that there is an expectation that members will undertake training in the form of e-learning modules in order to build up knowledge and understanding of the law relating to pensions and any other matters which are prescribed in regulation.

9.3 **RESOLVED**

- (i) to note the information in the report;**
- (ii) to appoint Councillor J R Skelland to serve on the Local Pension Board until the next elections in 2022;**
- (iii) that the Clerk email all Members requesting three more volunteers to serve on the Local Pension Board.**

10 MEETING DATES 2017/18

10.1 The report was presented to inform Members of the dates and venues for meetings in 2017/18.

10.2 The Clerk explained that it has been the Authority's tradition to rotate the location of full meetings around the council chambers of North Wales. However, it was suggested that in order to strengthen attendance that meetings could be held at a central location, namely, Bodlondeb, Conwy.

10.3 **RESOLVED to**

- (i) agree that future meetings of the Authority be held at Conwy County Borough Council Chamber, Bodlondeb, Conwy subject to availability;**
- (ii) note the dates of all meetings as follows:**

North Wales Fire and Rescue Authority meetings

Monday 18 September 2017
Monday 18 December 2017
Monday 19 March 2018
Monday 18 June 2018

Executive Panel meetings to be held at Fire and Rescue HQ, 2pm

Monday 17 July 2017
Monday 23 October 2017
Monday 12 February 2018
Monday 14 May 2018

Audit Committee meetings to be held at Fire and Rescue HQ, 2pm

Monday 10 July 2017
Monday 11 September 2017
Monday 29 January 2018
Monday 4 June 2018

11 WEBCASTING

- 11.1 The Clerk presented the report which enabled Members to consider introducing webcasting for full Authority meetings.
- 11.2 Members were supportive of the concept of introducing webcasting subject to it being technically possible at Bodlondeb, Conwy.
- 11.3 **RESOLVED to proceed with plans for webcasting of future meetings of the full Authority.**

Report to	North Wales Fire and Rescue Authority Annual Meeting
Date	18/06/18
Lead Officer	Clerk
Contact Officer	Colin Everett (01745 535286)
Subject	Membership of the Fire and Rescue Authority



PURPOSE OF REPORT

- 1 To note the membership of the Authority until 2022.

EXECUTIVE SUMMARY

- 2 To note the membership of the Authority.

RECOMMENDATION

- 3 To note the membership of the North Wales Fire and Rescue Authority until 2022.

BACKGROUND

- 4 Following the local authority elections in May 2017, constituent authorities were invited to submit their appointments to serve as representatives on the Fire and Rescue Authority for the full five year term until the next round of the local authority elections in 2022.

INFORMATION

- 5 All councils have appointed their representatives for the full five year term, 2017-2022, subject to any changes to the political balances during the term. Representatives from the councils are as follows:

Flintshire (6 members)

Councillor Marion Bateman (Independent)
Councillor Ian Dunbar (Labour)
Councillor Veronica Gay (Independent Alliance)
Councillor Paul Shotton (Labour)
Councillor Owen Thomas (Conservative)
Councillor David Wisinger (Labour)

Gwynedd (5 members)

Councillor Annwen Daniels (Plaid Cymru)
Councillor Simon Glyn (Plaid Cymru)
Councillor John Brynmor Hughes (Independent)
Councillor I Dilwyn Lloyd (Independent)
Councillor Glyn Gethin Williams (Plaid Cymru)

Wrexham (5 members)

Councillor Bryan Apsley (Labour)
Councillor Geoff Lowe (Independent)
Councillor Michael Dixon (Independent)
Councillor Rondo Roberts (Independent)
Councillor J Rodney Skelland (Conservative)

Anglesey (3 members)

Councillor Richard Griffiths (Independent)
Councillor Eric Wyn Jones (Independent)
Councillor Dylan Rees (Plaid Cymru)

Denbighshire (4 members)

Councillor Brian Blakeley (Labour)
Councillor Ann Davies (Conservative)
Councillor Meirick Lloyd Davies (Plaid Cymru)
Councillor Peter Evans (Independent)

Conwy (5 members)

Councillor Peter Lewis (Conwy First Independent Group)
Councillor Susan Louise Lloyd-Williams (Plaid Cymru)
Councillor Roger Parry (Conservative)
Councillor Nigel Smith (Independent)
Councillor Adrian Tansley (Labour)

IMPLICATIONS

Wellbeing Objectives	Not considered relevant
Budget	Attendance costs will be met from existing allocated budget
Legal	Members are expected to abide by their code of conduct at all times
Staffing	Not considered relevant
Equalities/Human Rights/ Welsh Language	All aspects considered as a matter of course
Risks	Not considered relevant

Report to	North Wales Fire and Rescue Authority Annual Meeting
Date	18/06/18
Lead Officer	Clerk
Contact Officer	Colin Everett (01745 535286)
Subject	Appointments to Committees and External Bodies



PURPOSE OF REPORT

- 1 The purpose of this report is to invite Members to appoint membership of internal and various external committees including the Local Government Association (LGA) and the Welsh Local Government Association (WLGA).

EXECUTIVE SUMMARY

- 2 Members are asked to appoint membership of internal and various external committees including the Local Government Association (LGA) and the Welsh Local Government Association (WLGA).

RECOMMENDATIONS

- 3 The Authority is recommended to:
 - (i) consider whether to apply the principle of political balance to Committees;
 - (ii) make appointments to the Executive Panel, Audit Committee and Standards Committee as set out in the report; and
 - (iii) appoint representatives to outside bodies as listed in paragraph 6:

BACKGROUND

- 4 The Authority has a series of committees to which appointments are made at the first or annual meeting. These are set out below.
- 5 The Authority in the past has determined not to apply political balance to the membership of its Committees under regulation 20 of the Local Government (Committees and Political Groups) Regulations 1990. This issue was revisited during the constitutional review in mid 2008-09. There has been a prevailing consensus that political balance would not be beneficial as the current arrangements are both inclusive and avoid creating any 'political division' in the governance of an Authority.

6 The Authority is also represented on the following:

Chairs and Chiefs Ministerial Fire and Rescue Liaison Group	usually the Chair
Welsh Local Government Association (WLGA) Council	usually the Chair
WLGA Co-ordinating Committee	one representative on behalf of the three FRAs
WLGA Fire Services Panel	Chair and Deputy Chair
Local Government Association (LGA)	usually the Chair
LGA Fire Services Forum	one representative on behalf of the three FRAs
National Issues Committee	Chair and Deputy Chair

INFORMATION

7 Appointments are to be made to the following Committees:-

- Executive Panel (14 members)
- Audit Committee (14 members)
- Standards Committee (2 members) (not required to be politically balanced under the Standards Committee (Wales) Regulations 2001) (see separate report on the agenda).

8 The terms of reference of the above committees are included in the Constitution.

9 Given that the constituent authorities are required to apply the principle of political balance to their committees (other than in the case of cabinets), authorities are encouraged to nominate members to this Authority on the basis of political balance. The Authority itself should consider annually whether it wishes to apply political balance noting the comments in 3 above. Should the Authority apply this principle, appointments to committees should be made which ensure that the constituent authorities all have sufficient representation.

10 The membership of the Executive Panel consists of 14 members and comprises the Chair and Deputy Chair of the Authority and two members per constituent authority. This membership represents 50% of the Authority's membership. The role and membership of the Panel was expanded in the constitutional review in mid 2008-09.

- 11 The Authority agreed to introduce an Audit Committee to review, scrutinise and assure, independently of the Executive, the operational and financial performance of the organisation. The membership of the Committee is the remaining 50% of the membership who are not appointed to the Executive Panel.

IMPLICATIONS

Wellbeing Objectives	Considered not relevant
Budget	Attendance costs will be met from existing allocated budget
Legal	Meetings are held in accordance with the agreed terms of reference. Members are expected to abide by their code of conduct at all times
Staffing	Considered not relevant
Equalities/Human Rights/ Welsh Language	Considered not relevant
Risks	Considered not relevant

EXECUTIVE PANEL - UP UNTIL 18/06/18

Member	Constituent Authority
Meirick Lloyd Davies (Chair)	Denbighshire County Council
Peter Lewis (Deputy Chair)	Conwy County Borough Council
Richard Griffiths	Anglesey County Council
Eric Wyn Jones	Anglesey County Council
Michael Dixon	Wrexham County Borough Council
Rondo Roberts	Wrexham County Borough Council
Marion Bateman	Flintshire County Council
Veronica Gay	Flintshire County Council
Roger Parry	Conwy County Borough Council
Adrian Tansley	Conwy County Borough Council
Ann Davies	Denbighshire County Council
Brian Blakeley	Denbighshire County Council
John Brynmor Hughes	Gwynedd Council
Gethin Williams	Gwynedd Council

The Planning Working Group has the same membership as the Executive Panel

AUDIT COMMITTEE - UP UNTIL 18/06/18

Member	Constituent Authority
J Rodney Skelland (Chair)	Wrexham County Borough Council
Bryan Apsley (Deputy Chair)	Wrexham County Borough Council
Geoff Lowe	Wrexham County Borough Council
Ian Dunbar	Flintshire County Council
Paul Shotton	Flintshire County Council
Owen Thomas	Flintshire County Council
David Wisinger	Flintshire County Council
Sue Lloyd-Williams	Conwy County Borough Council
Nigel Smith	Conwy County Borough Council
Dylan Rees	Anglesey County Council
Peter Evans	Denbighshire County Council
Dilwyn Lloyd	Gwynedd Council
Annwen Daniels	Gwynedd Council
Simon Glyn	Gwynedd Council

Report to	North Wales Fire and Rescue Authority Annual Meeting
Date	18/06/18
Lead Officer	Clerk
Contact Officer	Colin Everett (01745 535286)
Subject	Meeting Dates 2018/19



PURPOSE OF REPORT

- 1 To inform Members of the dates for meetings of the full Fire and Rescue Authority, Executive Panel and Audit Committee for 2018/19.

EXECUTIVE SUMMARY

- 2 To inform Members of the dates for meetings of the full Fire and Rescue Authority, Executive Panel and Audit Committee for 2018/19.

RECOMMENDATION

- 3 That Members:
 - (i) note the dates for meetings of the Fire and Rescue Authority, Executive Panel and Audit Committee set for 2018/19;
 - (ii) agree that future meetings of the Audit Committee will start at 10am.

BACKGROUND

- 4 Dates of all meetings until December 2018 were set in December 2017. Advance notification of dates will assist Members and officers with their schedules.

INFORMATION

Fire and Rescue Authority

- 5 Standing Order 4(2) of the Authority's Standing Orders says that meetings of the Authority shall take place a minimum of four times per year and the annual meeting shall take place no later than June. These meetings shall normally take place on the third Monday of the month unless otherwise determined by the Chair in consultation with the Clerk and Chief Fire Officer.

6 Dates for the NWFRA meetings are scheduled as follows:

Monday 17 September 2018
Monday 17 December 2018
Monday 18 March 2019

Executive Panel

7 Dates for the Executive Panel meetings, to be held at Fire and Rescue Service Headquarters St Asaph at 10.00am, are scheduled as follows:

Monday 16 July 2018
Monday 22 October 2018
Monday 11 February 2019
Monday 13 May 2019

Audit Committee

8 Dates for the Audit Committee meetings, to be held at Fire and Rescue Service Headquarters St Asaph. At the request of several members of the Audit Committee, members are asked to consider approving a start time of 10am for future meetings.

Monday 10 September 2018
Monday 28 January 2019

IMPLICATIONS

Wellbeing Objectives	Not considered relevant
Budget	Not considered relevant
Legal	Meetings are held in accordance with the NWFRA's Standing Orders and relevant terms of reference Members are expected to abide by their code of conduct at all times
Staffing	Not considered relevant
Equalities/Human Rights/ Welsh Language	All meetings of the Fire Authority are equalities compliant
Risks	Not considered relevant