

NORTH WALES FIRE AND RESCUE AUTHORITY

Minutes of the Annual Meeting of North Wales Fire and Rescue Authority held on Monday 15 June 2015 at Council Chamber, Conwy. Meeting commenced at 10.30am.

PRESENT

Councillor

L W Davies
M LI Davies
R Davies
A I Dunbar
B Dunn
R J Dutton
A Evans
J G Evans
R O Jones
P R Lewis
G Lowe
D Macrae
P Owen
W R Owen
W T Owen
R E Parry
M A Reece
W P Shotton
D Simmons
J R Skelland
A Tansley
W O Thomas
G G Williams
R Wright

Representing

Anglesey County Council
Denbighshire County Council
Denbighshire County Council
Flintshire County Council
Flintshire County Council
Wrexham County Borough Council
Wrexham County Borough Council
Anglesey County Council
Anglesey County Council
Conwy County Borough Council
Wrexham County Borough Council
Conwy County Borough Council
Denbighshire County Council
Gwynedd Council
Gwynedd Council
Conwy County Borough Council
Flintshire County Council
Flintshire County Council
Denbighshire County Council
Wrexham County Borough Council
Conwy County Borough Council
Flintshire County Council
Gwynedd 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); G Owens (Deputy Clerk and Monitoring Officer); D Docx (Deputy Chief Fire Officer); R Simmons and R Fairhead (Assistant Chief Fire Officers); G W Griffiths (Training and Development Manager); G Brandrick (Senior Professional and Service Standards Manager); K Roberts (Senior Operations Manager); S Roberts (Head of Facilities); 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) and S Jones (Member Liaison Assistant).

APOLOGIES

Councillor

Cllr H McGuill
Cllr D J Miles
Cllr D Taylor

Representing

Flintshire County Council
Conwy County Borough Council
Wrexham County Borough Council

1 APPOINTMENT OF CHAIR 2015/16

1.1 The Clerk requested nominations for the office of Authority Chair for the 2015/16 municipal year.

1.2 Cllr P R Lewis proposed Cllr M LI Davies and this was seconded by several members. No other nominations were proposed.

1.3 **RESOLVED that Cllr Meirick LI Davies be elected as Chair of North Wales Fire and Rescue Authority for the 2015/16 municipal year.**

Cllr M LI Davies thanked Members for their vote of confidence and proceeded to chair the meeting thereafter.

2 APPOINTMENT OF DEPUTY CHAIR 2015/16

2.1 The Chair sought nominations for the office of Authority Deputy Chair for the 2015/16 municipal year.

2.2 Cllr R Parry proposed Cllr P R Lewis and this was seconded by several members. No other nominations were proposed.

2.3 **RESOLVED that Councillor Peter R Lewis be elected to serve as Deputy Chair of North Wales Fire and Rescue Authority for the 2015/16 municipal year.**

3 APPOINTMENTS OF CHAIR AND DEPUTY CHAIR OF AUDIT COMMITTEE

3.1 The Clerk sought nominations for the offices of Chair and Deputy Chair of the Audit Committee for the 2015/16 municipal year.

3.2 For the post of Chair, Cllr A I Dunbar 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 P R Lewis proposed Cllr D A Macrae 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 2015/16 municipal year;**

(ii) **Councillor Delyth Macrae be elected to serve as Deputy Chair of the Audit Committee for the 2015/16 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 16 June 2014 were submitted for approval.

5.2 Cllr A I Dunbar had submitted his apologies for the meeting but his name had been omitted from the apologies section. There were no other matters arising.

5.3 **RESOLVED to approve the minutes as a true and correct record of proceedings subject to adding Cllr Dunbar's name to the list of apologies.**

6 NWFRA CONSTITUTION

6.1 The Clerk introduced the report which asked Members to adopt a constitution for the Authority. The Clerk explained that the Authority has internal governance documents including standing orders, financial regulations, code of conduct and members/officers protocol. However, following an internal audit review of the Authority's governance processes, it was recommended that the Authority 'establish a constitution via a single document to regulate the behaviour of individuals and groups through codes of conduct, protocols and standing orders'. The document will be amended as arrangements change, incorporating any new governance documents that are adopted.

6.2 **RESOLVED to approve the establishment of a constitution document for the Authority.**

7 MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY

7.1 The report was presented to confirm the appointment of members of the Authority and the composition of the full Authority membership for 2015/16. It was noted that all constituent authorities had now appointed its members until 2017.

7.2 **RESOLVED to note the Authority membership for 2015/16.**

8 APPOINTMENTS TO COMMITTEES AND EXTERNAL BODIES

8.1 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).

8.2 **RESOLVED:**

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

Executive Panel

Member

M Ll Davies (Chair)
P R Lewis (Deputy Chair)
Lewis Davies
Richard O Jones
Roger Parry
Adrian Tansley
Richard Davies
Peter Owen
Brian Dunn
Hilary McGuill
William Roy Owen
William Tudor Owen
Geoff Lowe
Robert Dutton

Constituent Authority

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

Audit Committee

Member

J Rodney Skelland (Chair)
Delyth Macrae (Deputy Chair)
Jim Evans
Dewi Miles
David Simmons
Owen Thomas
Ian Dunbar
Mike Reece
Paul Shotton
Chris Hughes
Robert Wright
Gethin Glyn Williams
Anne Evans
David Taylor

Constituent Authority

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

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

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

9 MEETING DATES 2015/16

9.1 The report was presented to inform Members of the dates and venues for meetings in 2015/16.

9.2 **RESOLVED to note the dates as follows:**

North Wales Fire and Rescue Authority meetings

Monday 21 September 2015 – Gwynedd

Monday 14 December 2015 - Flintshire

Monday 21 March 2016 – Ynys Môn

Monday 20 June 2016 – Conwy

Executive Panel meetings to be held at Fire and Rescue HQ, 10am

Monday 20 July 2015 (1pm)

Monday 26 October 2015

Monday 8 February 2016

Monday 9 May 2016

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

Monday 14 September 2015

Monday 25 January 2016

Monday 6 June 2016