

AWDURDOD TÂN GOGLEDD CYMRU



NORTH WALES FIRE AUTHORITY

The Annual Meeting of the NORTH WALES FIRE AND RESCUE AUTHORITY will be held MONDAY 20 JUNE 2016 at the COUNCIL CHAMBER, DENBIGHSHIRE COUNTY COUNCIL, Ruthin, LL15 1YN at 10.30am.

Yours faithfully

Colin Everett
Clerk

AGENDA

- 1. Apologies**
- 2. Appointment of Chair 2016/17**
- 3. Appointment of Deputy Chair 2016/17**
- 4. Appointments of Chair and Deputy Chair of Audit Committee**
- 5. Notice of Urgent Matters**
- 6. Minutes of the Annual Meeting held on 15 June 2015**
- 7. Matters Arising**
- 8. Members' Code of Conduct**
- 9. Membership of the Fire and Rescue Authority**
- 10. Appointments to Committees and External Bodies**
- 11. Meeting Dates 2016/17**
- 12. 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.

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



AGENDA ITEM: 8

NORTH WALES FIRE AND RESCUE AUTHORITY ANNUAL MEETING

20 June 2016

MEMBERS' CODE OF CONDUCT

Report by Colin Everett, Clerk to the Authority

Purpose of the Report

- 1 To inform Members about the revised legislation affecting the national model code of conduct for members and the ethical regime.

Background

- 2 At meetings in January 2014 and March 2015 the Standards Committee was informed that Welsh Government (WG) was considering amending the code of conduct to remove paragraphs
 - 6(1)c which imposes an obligation on members to report suspected breaches of the code of conduct
 - 10(2)b which creates a personal interest where ward matters conflict with a councillors duty to the authority.
- 3 Draft consultative legislation was published with the intention that these changes, amongst others, be brought into effect in time for the annual general meetings of local authorities in May 2016.
- 4 Following a technical consultation undertaken, the Minister for Public Services signed the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 (No. 2016/84).

Information

- 5 Section 51, Local Government Act requires the Authority to adopt any national code of conduct made pursuant to section 50 of that Act within 6 months of the act coming into force. When a revised model code is published the Authority must either adopt it, or make revisions to its existing code.
- 6 The Order amends the Model Code of Conduct for local government members, set out in the schedule to the Local Authorities (Model Code of Conduct) (Wales) Order 2008 as follows
 - a. Paragraph 6(1)c - the obligation to report suspected breaches of the code of conduct to the Public Services Ombudsman for Wales is removed. (Note – the obligation to report suspected breaches to the Monitoring Officer remains);
 - b. Paragraph 10(2)b - the obligation to declare an interest in the case of possible/perceived conflicts of interest between representing the needs of a councillor's ward and the duties of the Council as a whole is removed;
 - c. Paragraph 14 – by making it clear that a councillor with a prejudicial interest in a matter can send written representations to a meeting about that item of business provided the public is able to speak at that meeting as of right;
 - d. Paragraph 15 by imposing an obligation on town and community councillors to register any interest disclosed for the first time under paragraph 10(2)a (thereby creating the register of interests for each town and community council);
 - e. Paragraph 15 by requiring town and community councillors to register their interests with their clerk (rather than the Monitoring Officer at the County Council).

Recommendation

- 7 That Members
 - (i) note the information provided;
 - (ii) agree to adopt the amended code of conduct for members and co-opted members.

MEMBERS' CODE OF CONDUCT

PART 1 INTERPRETATION

1.—(1) In this code —

"co-opted member" ("*aelod cyfetholedig*"), in relation to a relevant authority, means a person who is not a member of the authority but who —

- (a) is a member of any committee or sub-committee of the authority, or
- (b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority, and who is entitled to vote on any question which falls to be decided at any meeting of that committee or subcommittee;

"meeting" ("*cyfarfod*") means any meeting —

- (a) of the relevant authority,
- (b) of any executive or board of the relevant authority,
- (c) of any committee, sub-committee, joint committee or joint sub-committee of the relevant authority or of any such committee, sub-committee, joint committee or joint sub-committee of any executive or board of the authority, or
- (d) where members or officers of the relevant authority are present other than a meeting of a political group constituted in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990,

and includes circumstances in which a member of an executive or board or an officer acting alone exercises a function of an authority;

"member" ("*aelod*") includes, unless the context requires otherwise, a co-opted member;

"registered society" means a society, other than a society registered as a credit union, which is —

- (a) a registered society within the meaning given by section 1(1) of the Co-operative and Community Benefit Societies Act 2014; or
- (b) a society registered or deemed to be registered under the Industrial and Provident Societies Act (Northern Ireland) 1969;

"register of members' interests" ("*cofrestr o fuddiannau'r aelodau*") means the register established and maintained under section 81 of the Local Government Act 2000;

"relevant authority" ("*awdurdod perthnasol*") means—

- (a) a county council,
- (b) a county borough council,
- (c) a community council,
- (d) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies,
- (e) a National Park authority established under section 63 of the Environment Act 1995;

"you" ("*chi*") means you as a member or co-opted member of a relevant authority; and

"your authority" ("*eich awdurdod*") means the relevant authority of which you are a member or co-opted member.

(2) In relation to a community council—

- (a) "proper officer" ("*swyddog priodol*") means an officer of that council within the meaning of section 270(3) of the Local Government Act 1972; and
- (b) "standards committee" ("*pwyllgor safonau*") means the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(1) and (2) of the Local Government Act 2000.

PART 2 GENERAL PROVISIONS

2.—(1) Save where paragraph 3(a) applies, you must observe this code of conduct

- (a) whenever you conduct the business, or are present at a meeting, of your authority;
- (b) whenever you act, claim to act or give the impression you are acting in the role of member to which you were elected or appointed;
- (c) whenever you act, claim to act or give the impression you are acting as a representative of your authority; or
- (d) at all times and in any capacity, in respect of conduct identified in paragraphs 6(1)(a) and 7.

(2) You should read this code together with the general principles prescribed under section 49(2) of the Local Government Act 2000 in relation to Wales.

3. Where you are elected, appointed or nominated by your authority to serve —

(a) on another relevant authority, or any other body, which includes a Local Health Board you must, when acting for that other authority or body, comply with the code of conduct of that other authority or body; or

(b) on any other body which does not have a code relating to the conduct of its members, you must, when acting for that other body, comply with this code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

4. You must —

(a) carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;

(b) show respect and consideration for others;

(c) not use bullying behaviour or harass any person; and

(d) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your authority.

5. You must not —

(a) disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required by law to do so;

(b) prevent any person from gaining access to information to which that person is entitled by law.

6.—(1) You must —

(a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;

(b) report, whether through your authority's confidential reporting procedure or direct to the proper authority, any conduct by another member or anyone who works for, or on behalf of, your authority which you reasonably believe involves or is likely to involve criminal behaviour (which for the purposes of this paragraph does not include offences or behaviour capable of punishment by way of a fixed penalty);

(c) report to your authority's monitoring officer any conduct by another member which you reasonably believe breaches this code of conduct;

(d) not make vexatious, malicious or frivolous complaints against other members or anyone who works for, or on behalf of, your authority.

(2) You must comply with any request of your authority's monitoring officer, or the Public Services Ombudsman for Wales, in connection with an investigation conducted in accordance with their respective statutory powers.

7. You must not —

(a) in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage;

(b) use, or authorise others to use, the resources of your authority —

(i) imprudently;

(ii) in breach of your authority's requirements;

(iii) unlawfully;

(iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;

(v) improperly for political purposes; or

(vi) improperly for private purposes.

8. You must —

(a) when participating in meetings or reaching decisions regarding the business of your authority, do so on the basis of the merits of the circumstances involved and in the public interest having regard to any relevant advice provided by your authority's officers, in particular by —

(i) the authority's head of paid service;

(ii) the authority's chief finance officer;

(iii) the authority's monitoring officer;

(iv) the authority's chief legal officer (who should be consulted when there is any doubt as to the authority's power to act, as to whether the action proposed lies within the policy framework agreed by the authority or where the legal consequences of action or failure to act by the authority might have important repercussions);

(b) give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

9. You must —

- (a) observe the law and your authority's rules governing the claiming of expenses and allowances in connection with your duties as a member;
- (b) avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.

**PART 3
INTERESTS**

Personal Interests

10.—(1) You must in all matters consider whether you have a personal interest, and whether this code of conduct requires you to disclose that interest.

(2) You must regard yourself as having a personal interest in any business of your authority if —

(a) it relates to, or is likely to affect —

(i) any employment or business carried on by you;

(ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director;

(iii) any person, other than your authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member;

(iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;

(v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;

(vi) any land in which you have a beneficial interest and which is in the area of your authority;

(vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in subparagraph (iv) above;

(viii) any body to which you have been elected, appointed or nominated by your authority;

(ix) any —

(aa) public authority or body exercising functions of a public nature;

(bb) company, registered society, charity, or body directed to charitable purposes;

(cc) body whose principal purposes include the influence of public opinion or policy;

(dd) trade union or professional association; or

(ee) private club, society or association operating within your authority's area,

in which you have membership or hold a position of general control or management;

(x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer;

[Note: subparagraph (b) is omitted.]

(c) a decision upon it might reasonably be regarded as affecting —

(i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association;

(ii) any employment or business carried on by persons as described in 10(2)(c)(i);

(iii) any person who employs or has appointed such persons described in 10(2)(c)(i), any firm in which they are a partner, or any company of which they are directors;

(iv) any corporate body in which persons as described in 10(2)(c)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or

(v) any body listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(c)(i) hold a position of general control or management,

to a greater extent than the majority of—

(aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or

(bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

Disclosure of Personal Interests

11.—(1) Where you have a personal interest in any business of your authority and you attend a meeting at which that business is considered, you must disclose orally to that meeting the existence and nature of that interest before or at the commencement of that consideration, or when the interest becomes apparent.

(2) Where you have a personal interest in any business of your authority and you make —

(a) written representations (whether by letter, facsimile or some other form of electronic communication) to a member or officer of your authority regarding that business, you should include details of that interest in the written communication; or

(b) oral representations (whether in person or some form of electronic communication) to a member or officer of your authority you should disclose the interest at the commencement of such representations, or when it becomes apparent to you that you have such an interest, and confirm the representation and interest in writing within 14 days of the representation.

(3) Subject to paragraph 14(1)(b) below, where you have a personal interest in any business of your authority and you have made a decision in exercising a function of an executive or board, you must in relation to that business ensure that any written statement of that decision records the existence and nature of your interest.

(4) You must, in respect of a personal interest not previously disclosed, before or immediately after the close of a meeting where the disclosure is made pursuant to sub-paragraph 11(1), give written notification to your authority in accordance with any requirements identified by your authority's monitoring officer, or in relation to a community council, your authority's proper officer from time to time but, as a minimum containing —

(a) details of the personal interest;

(b) details of the business to which the personal interest relates; and

(c) your signature.

(5) Where you have agreement from your monitoring officer that the information relating to your personal interest is sensitive information, pursuant to paragraph 16(1), your obligations under this paragraph 11 to disclose such information, whether orally or in writing, are to be replaced with an obligation to disclose the existence of a personal interest and to confirm that your monitoring officer has agreed that the nature of such personal interest is sensitive information.

(6) For the purposes of sub-paragraph (4), a personal interest will only be deemed to have been previously disclosed if written notification has been provided in accordance with this code since the last date on which you were elected, appointed or nominated as a member of your authority.

(7) For the purposes of sub-paragraph (3), where no written notice is provided in accordance with that paragraph you will be deemed as not to have declared a personal interest in accordance with this code.

Prejudicial Interests

12.—(1) Subject to sub-paragraph (2) below, where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.

(2) Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business—

(a) relates to —

(i) another relevant authority of which you are also a member;

(ii) another public authority or body exercising functions of a public nature in which you hold a position of general control or management;

(iii) a body to which you have been elected, appointed or nominated by your authority;

(iv) your role as a school governor (where not appointed or nominated by your authority) unless it relates particularly to the school of which you are a governor;

(v) your role as a member of a Local Health Board where you have not been appointed or nominated by your authority;

(b) relates to —

(i) the housing functions of your authority where you hold a tenancy or lease with your authority, provided that you do not have arrears of rent with your authority of more than two months, and provided that those functions do not relate particularly to your tenancy or lease;

(ii) the functions of your authority in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends;

(iii) the functions of your authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of such pay from your authority;

(iv) the functions of your authority in respect of an allowance or payment made in accordance with the provisions of Part 8 of the Local Government (Wales) Measure 2011, or an allowance or pension provided under section 18 of the Local Government and Housing Act 1989;

(c) your role as a community councillor in relation to a grant, loan or other form of financial assistance made by your community council to community or voluntary organisations up to a maximum of £500.

(3) The exemptions in subparagraph (2)(a) do not apply where the business relates to the determination of any approval, consent, licence, permission or registration.

Overview and Scrutiny Committees

13. You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—

(a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive, board or another of your authority's committees, sub-committees, joint committees or joint subcommittees; and

(b) at the time the decision was made or action was taken, you were a member of the executive, board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken.

Participation in Relation to Disclosed Interests

14.—(1) Subject to sub-paragraphs (2), (2A), (3) and (4), where you have a prejudicial interest in any business of your authority you must, unless you have obtained a dispensation from your authority's standards committee —

(a) withdraw from the room, chamber or place where a meeting considering the business is being held—

(i) where sub-paragraph (2) applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or

(ii) in any other case, whenever it becomes apparent that that business is being considered at that meeting;

(b) not exercise executive or board functions in relation to that business;

(c) not seek to influence a decision about that business;

(d) not make any written representations (whether by letter, facsimile or some other form of electronic communication) in relation to that business; and

(e) not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.

(2) Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

(2A) Where you have a prejudicial interest in any business of your authority you may submit written representations to a meeting relating to that business, provided that the public are allowed to attend the meeting for the purpose of making representations, answering questions or giving evidence relating to the business, whether under statutory right or otherwise.

(2B) When submitting written representations under sub-paragraph (2A) you must comply with any procedure that your authority may adopt for the submission of such representations.

(3) Sub-paragraph (1) does not prevent you attending and participating in a meeting if —

(a) you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers; or

(b) you have the benefit of a dispensation provided that you —

(i) state at the meeting that you are relying on the dispensation; and

(ii) before or immediately after the close of the meeting give written notification to your authority containing —

(aa) details of the prejudicial interest;

(bb) details of the business to which the prejudicial interest relates;

(cc) details of, and the date on which, the dispensation was granted; and

(dd) your signature.

(4) Where you have a prejudicial interest and are making written or oral representations to your authority in reliance upon a dispensation, you must provide details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to your authority within 14 days of making the representation.

PART 4 THE REGISTER OF MEMBERS' INTERESTS

Registration of Personal Interests

15.—(1) Subject to sub-paragraph (4), you must, within 28 days of—

(a) your authority's code of conduct being adopted or the mandatory provisions of this model code being applied to your authority; or

(b) your election or appointment to office (if that is later),

register your personal interests, where they fall within a category mentioned in paragraph 10(2)(a), in your authority's register of members' interests by providing written notification to your authority's monitoring officer.

(2) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any new personal interest falling within a category mentioned in paragraph 10(2)(a), register that new personal interest in your authority's register of members' interests by providing written notification to your authority's monitoring officer.

(3) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any change to a registered personal interest falling within a category mentioned in paragraph 10(2)(a), register that change in your authority's register of members' interests by providing written notification to your authority's monitoring officer, or in the case of a community council to your authority's proper officer.

(4) Sub-paragraphs (1), (2) and (3) do not apply to sensitive information determined in accordance with paragraph 16(1).

(5) Sub-paragraphs (1) and (2) do not apply if you are a member of a relevant authority which is a community council when you act in your capacity as a member of such an authority.

(6) You must, when disclosing a personal interest in accordance with paragraph 11 for the first time, register that personal interest in your authority's register of members' interests by providing written notification to your authority's monitoring officer, or in the case of a community council to your authority's proper officer.

Sensitive information

16.—(1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's monitoring officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to the interest under paragraph 15.

(2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under sub-paragraph (1) is no longer sensitive information, notify your authority's monitoring officer, or in relation to a community council, your authority's proper officer asking that the information be included in your authority's register of members' interests.

(3) In this code, "sensitive information" ("*gwybodaeth sensitif*") means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

Registration of Gifts and Hospitality

17. You must, within 28 days of receiving any gift, hospitality, material benefit or advantage above a value specified in a resolution of your authority, provide written notification to your authority's monitoring officer, or in relation to a community council, to your authority's proper officer of the existence and nature of that gift, hospitality, material benefit or advantage.



AGENDA ITEM: 9

NORTH WALES FIRE AND RESCUE AUTHORITY ANNUAL MEETING

20 June 2016

MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY 2016/17

Report by Colin Everett, Clerk to the Authority

Purpose of Report

- 1 To note the appointment of members of the Authority as submitted by the constituent councils until 2017.

Background

- 2 Following the local authority elections in May 2012, 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 2017.

Information

- 3 During 2015/16, there was one change to Conwy County Borough Council's representation and the membership is now as follows.

Councillor Peter R Lewis (Conwy First Independent Group)
Councillor Delyth Macrae (Plaid Cymru)
Councillor Roger Parry (Welsh Conservative)
Councillor Adrian Tansley (Welsh Labour)
Councillor Joan Vaughan (Independent Group)

- 4 There has been one change to the representation from Flintshire County Council and the membership is now as follows:

Flintshire (6 members)

Councillor Ian Dunbar (Labour)
Councillor Brian Dunn (Independent Alliance)
Councillor Hilary McGuill (Liberal Democrat)
Councillor Paul Shotton (Labour)
Councillor Owen Thomas (Conservative)
Councillor David Wisinger (Labour)

- 5 There has been one change to Gwynedd Council's membership and the representation is now as follows:

Gwynedd (5 members)

Councillor Chris Hughes (Plaid Cymru)
Councillor Aeron M Jones (Llais Gwynedd)
Councillor William Roy Owen (Independent)
Councillor W Tudor Owen (Plaid Cymru)
Councillor Gethin Glyn Williams (Plaid Cymru)

- 6 There have been changes to Denbighshire County Council representatives and the membership is now as follows:

Denbighshire (4 members)

Councillor Bill Cowie (Independent)
Councillor Meirick Lloyd Davies (Plaid Cymru)
Councillor Martyn Holland (Conservative)
Councillor Peter Prendergast (Labour)

- 7 There has been one change in Wrexham County Borough Council's membership and the membership is now as follows:

Wrexham (5 members)

Councillor T Alan Edwards (Independent)
Councillor Anne Evans (Labour)
Councillor Geoff Lowe (Independent)
Councillor J Rodney Skelland (Conservative)
Councillor David Taylor (Independent)

- 8 There has been no change to Anglesey County Council's representation and therefore its membership remains as follows:

Anglesey (3 members)

Councillor Lewis W Davies (Plaid Cymru)

Councillor Jim Evans (Independent)

Councillor Richard Owain Jones (Independent)

Recommendation

- 9 To note the membership of the North Wales Fire and Rescue Authority as notified by the constituent councils for the terms listed above.



AGENDA ITEM: 10

NORTH WALES FIRE AND RESCUE AUTHORITY ANNUAL MEETING

20 June 2016

APPOINTMENTS TO COMMITTEES AND EXTERNAL BODIES

Report by Colin Everett, Clerk to the Authority

Purpose of Report

- 1 The purpose of this report is 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).

Background

- 2 The Authority has a series of committees to which appointments are made at the first or annual meeting. These are set out below.
- 3 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 the Authority.

4 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

5 Appointments are to be made to the following committees as set out in appendix 1:-

- Executive Panel (14 members)
- Audit Committee (14 members)

6 The terms of reference of the above committees are included in the Members' Handbook.

7 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. Working groups are exempt from the rules of political balance.

- 8 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.
- 9 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.

Recommendations

- 10 The Authority is recommended to:
 - (i) consider whether to apply the principle of political balance to committees;
 - (ii) make appointments to the Executive Panel and Audit committee as set out in the report; and
 - (iii) appoint representatives to the organisations and committees detailed in paragraph 4.

EXECUTIVE PANEL

Member	Constituent Authority
Chair	
Deputy Chair	
Lewis Davies	Anglesey County Council
Richard Owain Jones	Anglesey County Council
Roger Parry	Conwy County Borough Council
Bill Cowie	Denbighshire County Council
Martyn Holland	Denbighshire County Council
Brian Dunn	Flintshire County Council
Hilary McGuill	Flintshire County Council
William Roy Owen	Gwynedd Council
William Tudor Owen	Gwynedd Council
T Alan Edwards	Wrexham County Borough Council
Geoff Lowe	Wrexham County Borough Council

The Improvement Plan Working Group has the same membership as the Executive Panel

AUDIT COMMITTEE

Member	Constituent Authority
Jim Evans	Anglesey County Council
Delyth MacRae	Conwy County Borough Council
Joan Vaughan	Conwy County Borough Council
Adrian Tansley	Conwy County Borough Council
Pete Prendergast	Denbighshire County Council
Ian Dunbar	Flintshire County Council
Paul Shotton	Flintshire County Council
Owen Thomas	Flintshire County Council
David Wisinger	Flintshire County Council
Chris Hughes	Gwynedd Council
Aeron M Jones	Gwynedd Council
Gethin Glyn Williams	Gwynedd Council
Anne Evans	Wrexham County Borough Council
J Rodney Skelland	Wrexham County Borough Council
David Taylor	Wrexham County Borough Council



AGENDA ITEM: 11

NORTH WALES FIRE AND RESCUE AUTHORITY ANNUAL MEETING

20 June 2016

MEETING DATES 2016/17

Report by Colin Everett, Clerk to the Authority

Purpose of Report

- 1 To inform Members of the dates for meetings of the Fire and Rescue Authority, Executive Panel and Audit Committee for 2016/17.

Background

- 2 Dates of NWFRA meetings until December 2016 were agreed in December 2015 and dates of Executive Panel and Audit Committee meetings were agreed up until November 2016. Further advanced notification of dates will assist Members and officers with their schedules and maximise attendance at meetings.

Fire and Rescue Authority

- 3 Standing Order 4(2) of the Authority's Standing Orders stipulates 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.

- 4 Dates for the NWFRA meetings are scheduled as follows:

Monday 19 September 2016 – Denbighshire
Monday 19 December 2016 – Flintshire
Monday 20 March 2017 – Wrexham
Monday 19 June 2017 - Conwy

- 5 It remains the Authority's practice for venues of meetings to rotate around the constituent authorities' council chambers.

Executive Panel

- 6 Dates for the Executive Panel meetings, to be held at Fire and Rescue Service Headquarters St Asaph at 10am as indicated below.

Monday 18 July 2016
Monday 24 October 2016
Monday 6 February 2017
Monday 8 May 2017

Audit Committee

- 7 Dates for the Audit Committee meetings, to be held at Fire and Rescue Service Headquarters St Asaph at 2pm, are scheduled as follows:

Monday 12 September 2016
Monday 30 January 2017
Monday 5 June 2017

Recommendation

- 8 That Members note the dates for meetings of the Fire and Rescue Authority, Executive Panel and Audit Committee for 2016/17.