

**AWDURDOD TÂN AC ACHUB CANOLBARTH A GORLLEWIN  
CYMRU**



**MID AND WEST WALES FIRE AND RESCUE AUTHORITY**

**COFNODION  
PWYLLGOR PENODI**

Ystafell Caer,  
Pencadlys Y Gwasanaeth Tân Ac Achub, Caerfyrddin  
**15 IONAWR 2018**

**MINUTES OF THE  
APPOINTMENTS COMMITTEE**

The Caer Suite,  
Fire and Rescue Service Headquarters, Carmarthen  
**15 JANUARY 2018**

**60% PRESENOLDEB/ATTENDANCE**

**12:30– 12.50**

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD / CHAIR	Cyng/ Cllr R Rees-Evans
AELODAU/MEMBERS:	Cyng/Cllrs: M Charles, J Curtice, R Lewis, C Mills, A Woolcock
YMDDIHEURIADAU/APOLOGIES:	J Hale, T Hennegan, P James, E Thomas
YN BRESENNOL /IN ATTENDANCE:	D Daycock, C Davies

## **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors J Hale, T Hennegan, P James and E Thomas.

## **2 DECLARATION BY MEMBERS OF ANY PERSONAL OR PREJUDICIAL INTERESTS**

All Members present declared that they had a personal interest in matters relating to, or likely to affect their own Constituent Authority.

## **3 CHAIR'S ANNOUNCEMENTS / PERSONAL MATTERS**

There were no Chair's Announcements / Personal Matters.

## **4 TO RECEIVE AND, IF SEES FIT, APPROVE A REPORT ON THE APPOINTMENT OF AN OFFICER TO FULFIL THE DUTIES AND RESPONSIBILITIES UNDER SECTION 151 OF THE LOCAL GOVERNMENT ACT 1972 FOR MID AND WEST WALES FIRE AND RESCUE AUTHORITY**

The Clerk/Monitoring Officer introduced a report on the Appointment of an Officer to fulfil the duties and responsibilities under Section 151 of the Local Government Act 1972 for Mid and West Wales Fire and Rescue Authority.

The Clerk / Monitoring Officer provided Members with an overview of the functions of the Section 151 Officer, which were currently being fulfilled by the Head of Finance, as an interim measure, to ensure that the Authority was meeting its statutory responsibilities. The Clerk / Monitoring Officer reported that it was now considered opportune to move towards a more stable and longer term solution regarding the provision of the Section 151 responsibilities which it was felt could be effectively achieved through an enhancement of the existing Service Level Agreement in place with Carmarthenshire County Council.

It was explained that the responsibilities could be fulfilled by the Director of Resources within Carmarthenshire County Council thereby providing the services of a suitably qualified officer with considerable experience on a cost effective and flexible basis, averaging one day per week.

Members' attention was drawn to section 4.3 of the report which stipulated that the Section 151 Officer would be responsible for putting in place an appropriate Deputy Section 151 Officer. The Clerk / Monitoring Officer explained that the Authority would strongly advise the Section 151 Officer to appoint the Service's current Head of Finance as the Deputy Section 151 Officer as it was considered that this would ensure a resilient approach to discharging statutory responsibilities for the Authority as well as maintain continuity of services should the Section 151 Officer be unavailable for any reason. Furthermore, the arrangement would allow the Service's Head of Finance, as Deputy Section 151 Officer, to undertake the duties of Section 151 Officer should there be any conflict of interest in carrying out the role.

In considering the financial implications of the proposal, Members were informed that a fee of £35k per annum had been quoted for the service which would be included within the Service Level Agreement with Carmarthenshire County Council. This fee would be reviewed during the first year, once a clearer understanding of the scope of duties had been evaluated.

Alternative options for the provision of a Section 151 Officer for the Authority were considered by the Committee, however these were deemed to be difficult in terms of the recruitment of a candidate with the requisite experience, and up to date knowledge required for the role.

In response to a query raised by Councillor Charles, the Chief Fire Officer explained that the duties undertaken by the Section 151 Officer would be done on a flexible basis according to the requirements of the Authority and it was envisaged that the Section 151 Officer would be working from Service Headquarters from time to time, in addition to attending meetings of the Fire Authority, as required.

In response to a query from Councillor Woolcock, the Clerk/Monitoring Officer agreed that the item of business on the agenda be revised as follows:

To receive and, ***if sees fit***, approve a report on the Appointment of an officer to fulfil the duties and responsibilities under Section 151 of the Local Government Act 1972 for Mid and West Wales Fire and Rescue Authority.

Councillor Woolcock made reference to the appointment of the Deputy Section 151 Officer whereby it was confirmed by the Chief Fire Officer that legal advice received by the Authority had taken cognisance of the Local Government Act 1972 and affirmed that the proposed arrangements would be lawful.

A query was put forth by Councillor Woolcock regarding the process of declaring conflict of interests by the Section 151 Officer. The Clerk / Monitoring Officer clarified that the Section 151 Officer was bound by an Officers' Code of Conduct which entailed a broadly similar scenario to that of Members in the requirement of declaring interests. The Committee was informed that any potential conflicts of interest by the Section 151 Officer would be avoided should the Service's Head of Finance be appointed as Deputy Section 151 Officer.

In response to comments made by the Chair regarding the review process for the Service Level Agreement, the Chief Fire Officer assured Members that an annual review would be undertaken to ensure value for money. Committee was informed that should the arrangement be deemed disadvantageous to the Authority; the relevant provisions of the Service Level Agreement would be discontinued and the Appointments Committee would be reconvened to consider alternative options in this regard.

## **RESOLUTION**

***It was RESOLVED that a Section 151 Officer be appointed under a Service Level Agreement with Carmarthenshire County Council to provide Section 151 Officer services to the Mid and West Wales Fire and Rescue Authority. Accordingly, the Section 151 Officer responsibility be taken on by the current Director of Resources from Carmarthenshire County Council.***

- 5 ANY OTHER ITEMS OF BUSINESS THAT BY REASON OF SPECIAL CIRCUMSTANCES, THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY PURSUANT TO SECTION 100(B)(4) OF THE LOCAL GOVERNMENT ACT 1972**

There were no items of urgent business.

***Meeting closed at 12:50.***