

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



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

**NOTE: THESE MINUTES ARE SUBJECT TO CONFIRMATION BY THE FIRE AUTHORITY AT ITS  
NEXT MEETING**

**COFNODION  
CYFARFOD YR AWDURDOD TAN**

**Ganolfan Gynadledda,  
Pencadlys Y Gwasanaeth Tân Ac Achub, Caerfyddin  
26 MEDI 2011**

**MINUTES  
OF THE FIRE AUTHORITY MEETING**

**The Conference Centre,  
Fire and Rescue Service Headquarters, Carmarthen  
26 SEPTEMBER 2011**

**11.00 – 12.45PM**

**76 % PRESENOLDEB/ATTENDANCE**

**Presennol yn y Cyfarfod/Present at Meeting:**

**GADEIRYDD/ CHAIRMAN:  
IS-GADEIRYDD/VICE CHAIRMAN:**

**C Philpott  
R Llewellyn**

**AELODAU/MEMBERS:**

**Cyng/Cllrs: Dyfrig Thomas, N Holley,  
S Lloyd-Janes, P James, M Pepper,  
J Holmes, M Williams, G Ratcliffe,  
D Howells, G Thomas, Des Thomas,  
H Morris, J J J Davies, A Woolcock,  
A Davies, D Davies, T Tudor**

**YMDDIHEURIADAU/APOLOGIES:**

**Cyng/Cllrs: T E Evans, J Newbury,  
P Smith, J Dudley, J Dinham, P Llewellyn**

**YN BRESENNOL /IN ATTENDANCE:**

**P Bates, D Daycock, E Aitken,  
J Cameron, C Davies, D Masson,  
C Margetts, J Maunder**

## **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors T E Evans, J Newbury, P Smith, J Dudley, P Llewellyn and J Dinham

## **2 DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS**

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

In addition, Councillor Jeff Holmes declared a personal interest in an exempt item that would be tabled under items of urgent business.

## **3 CHAIR'S ANNOUNCEMENTS**

3.1 The Chair informed Members of the recent passing of Councillor Barbara Hynes who had been a Fire Authority Member between 2009 – 2010. It was noted that a letter of condolence had been sent to Councillor Hynes's family on behalf of the Authority and a minutes silence was held as a mark of respect.

3.2 The Deputy Chief Fire Officer provided an update on the Gleision Colliery tragedy and paid tribute to the work of Officers involved in the rescue. Members would have an opportunity to meet the Urban Search and Rescue Team following the meeting.

3.3 Councillor Andrea Davies added her thanks on behalf of the local constituents and thanked Officers for their outstanding response to the tragedy.

## **4 TO CONFIRM AS A TRUE RECORD THE MINUTES OF THE FIRE AUTHORITY MEETING HELD ON 27<sup>TH</sup> JUNE 2011**

The minutes of the Fire Authority meeting held on 27<sup>th</sup> June 2011 were confirmed and approved as a true record of the proceedings.

### **To consider matters arising from the Minutes:**

#### **5 – Report on the Marine Incident Response Group (MIRG)**

The Deputy Chief Fire Officer reported that notification had recently been received that the Coastguard Agency would be withdrawing funding from MIRG and that he would be attending a meeting on 4<sup>th</sup> October in Kent where the national position would be discussed.

A request was made for a report on the work currently undertaken by MIRG to be presented to a future meeting.

#### **9 – Reduction of Conference/Seminar Costs**

Members were informed that improved video conferencing and broadband facilities were planned for the Conference and Members meeting rooms, which would serve to reduce the travelling time and expenses incurred by Members and Officers when attending meetings.

A report on video conferencing was requested for consideration at the next Member

Development Working Group to include protocols and training implications.

**5 TO RECEIVE AND CONSIDER THE MINUTES OF THE RESOURCES COMMITTEE HELD ON 11<sup>TH</sup> JULY 2011**

The minutes of the Resources Committee held on 11<sup>th</sup> July 2011 were confirmed and approved as a true record of the proceedings.

**6 TO RECEIVE AND CONSIDER THE MINUTES OF THE PERFORMANCE REVIEW AND AUDIT COMMITTEE HELD ON 25<sup>TH</sup> JULY 2011**

The minutes of the Performance Review and Audit Committee held on 25<sup>th</sup> July 2011 were confirmed and approved as a true record of the proceedings.

**7 TO RECEIVE AND CONSIDER THE MINUTES OF THE PEOPLE AND ORGANISATIONAL DEVELOPMENT COMMITTEE HELD ON 12<sup>TH</sup> SEPTEMBER 2011**

The minutes of the People and Organisational Development Committee held on 12<sup>th</sup> September 2011 were received and approved as a true record of the proceedings.

**8 TO APPROVE THE AUDITED STATEMENT OF ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCH 2011**

8.1 The final audited Annual Statement of Accounts for the year ended 31 March 2011 were presented for approval.

8.2 The Treasurer reported that the 2010/11 accounts were the first accounts to be presented in accordance with International Financial Reporting Standards (IFRS,) in previous years having been prepared in accordance with United Kingdom Generally Accepted Accounting Practice (UK GAAP). The accounts for the year ended 31 March 2010 and a Balance Sheet as at 1 April 2009 had been restated under IFRS and were shown for comparison.

8.3 It was noted that the pre audit accounts had been approved by the Treasurer on 30 June 2011 and presented to the Resources Committee for information on 11 July 2011. Following discussion, the Resources Committee recommended the Statement of Accounts for approval by the Authority and in so doing Members commended the Head of Finance and his team for the excellent work in preparing the Authority's Accounts.

**RESOLUTION**

*It was RESOLVED that*

*The Statement of Accounts for the year ended 31<sup>st</sup> March 2011 be approved*

**9 TO RECEIVE THE LETTERS OF REPRESENTATION REGARDING THE STATEMENT OF ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCH 2011**

- 9.1 The Treasurer reported that the Wales Audit Office, as the Appointed Auditor, and KPMG LLP, who had carried out the Audit, each required a separate letter of representation regarding the 2010/11 Statement of Accounts before the audit of the Financial Statements could be completed. The letters had to be approved by the Authority and then be signed by both the Director of Resources and the Chair of the meeting considering the letters.
- 9.2 Members requested that the last page of the Letter of Representation should read 'This letter was agreed at the meeting of the Fire Authority on 26<sup>th</sup> September 2011'. The same amendment to be made to the letter on page 12 of the Audit of Financial Statements Report

## **RESOLUTION**

*It was RESOLVED that*

*The two Letters of Representation to be approved and signed by the Chair and the Director of Resources.*

## **10 TO RECEIVE THE AUDIT OF FINANCIAL STATEMENTS REPORT 2010 - 11**

- 10.1 Joanne West from KPMG was welcomed to the meeting and presented a joint report on the Audit of Financial Statements following the completion of the audit by the Appointed Auditor (Wales Audit Office) and the Auditor responsible for carrying out the audit (KPMG). The Audit of Financial Statements report contained details of the draft Audit opinion to be published with the Statement of Accounts, and detailed any significant issues arising from the audit.
- 10.2 Ms West commended the Head of Finance and his Team on the high standard of their work and it was noted that there were no significant matters which required reporting to Members.

## **RESOLUTION**

*It was RESOLVED that*

*The Audit of Financial Statements Reports – Audit 2010 – 11 be noted*

## **11 TO RECEIVE A REPORT ON FIRE AUTHORITY MEMBER ENGAGEMENT IN COMMUNITY SAFETY EVENTS**

- 11.1 The Corporate Head of Community Risk reported that Mid and West Wales Fire Authority had a well established commitment to reduce the numbers of deaths and injuries in fires and road traffic collisions. To drive this commitment, the Service had an extensive community safety strategy which involved engagement with local communities through a wide range of events and activities. The proposal was made that Members have a greater involvement in local community safety events by working closely with community safety teams on local community safety issues, an idea which

was received enthusiastically by Members.

- 11.2 It was suggested that the Corporate Communications and Member Support department contact the County Commanders and that arrangements be put in place to enable Members the opportunity to take an active part in local Community initiatives.

## **RESOLUTION**

***It was RESOLVED:***

***That Members endorse the proposal to have a greater involvement in Community events***

## **12 TO RECEIVE A REPORT ON THE WLGA ANNUAL CONFERENCE 2011**

- 12.1 Assistant Chief Fire Officer Davies presented a report on the WLGA Annual Conference 2011 which had been held at the Liberty Stadium in July 2011 and which he had attended along with Fire Authority Members Councillors C Philpott and J Holmes.
- 12.2 It was noted that the Conference had been worthwhile and that it should continue to be included on the list of the Fire Authority's standing conferences. It was further agreed that future reports on Conference/Seminar attendance should name the Members who had attended, the cost of attending the event and a recommendation as to future attendance.

## **RESOLUTION**

***It was RESOLVED:***

***That the report be noted***