

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



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

**COFNODION  
CYFARFOD CYFFREDINOL BLNYDDOL YR AWDURDOD**

**GANOLFAN GYNADLEDDA  
PENCADLYS Y GWASANAETH TÂN AC ACHUB,  
CAERFYRDDIN**

**Dydd Mercher 6 Mehefin 2012**

**MINUTES  
OF THE AUTHORITY ANNUAL GENERAL MEETING**

**THE CONFERENCE CENTRE  
FIRE AND RESCUE SERVICE HEADQUARTERS,  
CARMARTHEN**

**Wednesday 6 June 2012**

**11.00 – 11.55**

**92% PRESENOLDEB/ATTENDANCE**

Presennol yn y Cyfarfod/Present at Meeting:

<b>CADEIRYDD/CHAIRMAN:</b>	C Philpott
<b>IS-GADEIRYDD/VICE CHAIRMAN:</b>	R Llewellyn
<b>AELODAU/MEMBERS:</b>	Cyng/Cllrs: C J Crowley, K W Curry, J Dudley, W E Evans, R Francis-Davies, P Harris, A S Harrington, T J Hennegan, C Higgins, P James, B Mills, K Pearson, D Rees-Evans, T J Richards, P Sangha, G Thomas, W D Thomas, G Walker, D E Williams, A Woolcock
<b>YMDDIHEURIADAU/APOLOGIES:</b>	C E Lloyd
<b>YN BRESENNOL /IN ATTENDANCE:</b>	R Smith, P Bates, E Aitken, D Daycock, C Davies, D Masson, K Jones, J Cameron, A Francis, J Maunder

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor C E Lloyd.

**2 DECLARATION BY MEMBERS OF ANY PERSONAL INTERESTS**

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

**3 ELECTION OF CHAIRPERSON FOR THE MUNICIPAL YEAR 2012/2013**

Councillor C Philpott was proposed and duly seconded. There were no other nominations.

Upon being put to the vote,

***It was RESOLVED that Councillor C Philpott be elected Chair of the Fire and Rescue Authority for the ensuing year 2012/2013.***

In response, Councillor Philpott thanked Members for their continued support.

**4 ELECTION OF DEPUTY CHAIRPERSON FOR THE MUNICIPAL YEAR 2012/2013**

Councillor R Llewellyn was nominated and duly seconded. There were no other nominations.

Upon being put to a vote,

***It was RESOLVED that Councillor R Llewellyn be elected Deputy Chair of the Fire and Rescue Authority for the ensuing year 2012/2013.***

In response, Councillor Llewellyn noted it was a privilege to be elected as Deputy Chairperson and thanked Members for the confidence shown in him.

The Deputy Chair offered the Chairperson his full support during her term of office for the benefit of the Fire Authority in its entirety.

**5 PERSONAL MATTERS/CHAIR'S ANNOUNCEMENTS**

The Chair extended a very warm welcome to the new Members of the Fire Authority and paid tribute to those Members who, for a variety of reasons, had not returned following the local elections. It was agreed that the Clerk would write to thank them for their contribution to the Authority.

Following a query from Members the Clerk clarified that the Chair and Deputy Chair were appointed on an annual basis, in line with the constitution.

**6 TO APPROVE THE COMPOSITION OF THE AUTHORITY'S COMMITTEES AND TO APPOINT MEMBERS TO SERVE THEREON**

The Clerk reported that, in accordance with the Constitution, the Authority was required to appoint members to serve on its Committees and to allocate those seats to reflect the overall political composition of the Authority. It also sought, if possible, to reflect the geographical make up of the Authority.

It was highlighted that the report had been prepared based upon information provided before all the Constituent Authorities had held their Annual General Meetings and therefore it was possible that some of the information contained within the report may be subject to change, in particular as to whether any of the members wished to form political groups and therefore the figures given were indicative only.

The Chair confirmed that the Conservative, Independent, Liberal Democrat and Plaid Cymru parties had formed the Coalition Alliance group and that there was also a Labour Party Group. It was further noted that under the existing Constitution, the Leader of the Labour Group was eligible to be appointed to the Appointments Committee, Shortlisting Panel and the Chief Fire Officer's Remuneration Panel, and as such she suggested that it was appropriate to appoint the Leader of the Coalition Alliance Group to these fora in order to reflect the overall political composition of the Authority. The Clerk duly confirmed that the Leader of the Coalition Alliance Group could be included through the reconfiguration of Membership to the relevant bodies, as required, however any proposals to increase the number of representatives on a relevant body would need to be submitted to the Fire Authority for consideration at its next meeting scheduled for 25 June 2012.

The Fire Authority approved the composition and appointment of Members to Committees and Working Groups for the 2012/2013 Municipal Year, ensuring that all seats on the Authority's Standing Committees were as far as possible allocated in a manner that reflected the overall political composition of the Authority as follows:-

<b>Chair of the Fire Authority</b>	Cllr Cheryl Philpott (Swansea)
<b>Deputy Chair of the Fire Authority</b>	Cllr Roy Llewellyn (Carms)
<b>Chair of Resource Management</b>	Cllr Andrea Harrington (Swansea)
<b>Deputy Chair of Resource Management</b>	Cllr Wynne E Evans (Pemb)
<b>Chair of Performance, Audit &amp; Scrutiny</b>	Cllr Janice Dudley (NPT)
<b>Deputy Chair of Performance, Audit &amp; Scrutiny</b>	Cllr Terry Henegan (Swansea)
<b>Leader of Labour Group</b>	Cllr Collin J Crowley (temporary)
<b>Deputy Leader of Labour Group</b>	<b>To be confirmed</b>
<b>Leader of Coalition Alliance Group</b>	Cllr Paul James (Ceredigion)
<b>Deputy Leader of Coalition Alliance Group</b>	Cllr Gillian Thomas (Powys)

**Performance Audit and Scrutiny Committee (15 Members)**

<b>Political Group</b>	<b>Councillor</b>
Independent (3)	Bob Mills (Powys)
	T.J Richards (Pembrokeshire)
	W.D. Thomas (Carmarthenshire)
Labour (7)	Andrea Harrington (Swansea)
	Robert Francis-Davies (Swansea)
	Karen Pearson (NPT)
	Guy Woodham (Pembrokeshire) <b>To be confirmed</b>
	Keri Thomas (Carms) <b>To be confirmed</b>
	Collin J Crowley (NPT)
	Terry Henegan (Swansea) (Deputy Chair)
Liberal Democrats (2)	Rowland Rees-Evans (Ceredigion)
	Cheryl Philpott (Swansea)
Plaid Cymru (2)	Paul James (Ceredigion)
	Janice Dudley (NPT) (Chair)
Conservative (1)	Peter Harris (Powys)

**Resource Management Committee (15 Members)**

<b>Political Group</b>	<b>Councillor</b>
Independent (4)	Wynne E Evans (Pembrokeshire) (Deputy Chair)
	Gillian Thomas (Powys)
	Gordon Walker (Swansea)
	T.J. Richards (Pembrokeshire)
Labour (6)	Arwyn Woolcock (NPT)
	Clive Lloyd (Swansea) <b>To be confirmed</b>
	Pearleen Sangha (Swansea)
	P. Calum Higgins (Carms)
	Andrea Harrington (Swansea) (Chair)
	Karen Pearson (NPT)
Liberal Democrats (2)	Rowland Rees-Evans (Ceredigion)
	Kelvyn Curry (Powys)
Plaid Cymru (3)	Roy Llewellyn (Carmarthenshire)
	Janice Dudley (NPT)
	D. Elwyn Williams (Carmarthenshire)

### Appointments Committee (Terms of Reference are Under Review)

<b>Political Group</b>	<b>Councillor</b>
Chair of the Authority	Cheryl Philpott
Deputy Chair of the Authority	Roy Llewellyn
Chair Performance Audit & Scrutiny	Janice Dudley
Chair of Resource Management	Andrea Harrington
Leader of the Labour group	Collin J Crowley
5 other Members	<b>To be confirmed *</b>

**\*NB – a report would be submitted to the Fire Authority on 25<sup>th</sup> June to reconfigure the Appointments committee composition to accommodate the inclusion of the Leader of the Coalition Alliance Group on the committee to ensure political balance and fairness.**

### Democratic Services Forum (8)

Chair Of Authority	Cheryl Philpott
Deputy Chair of Authority	Roy Llewelyn
Carmarthenshire	D. Elwyn Williams (Plaid Cymru)
Ceredigion	D. Rowland Rees-Evans (Lib Dem)
Neath Port Talbot	Janice Dudley (Plaid Cymru)
Pembrokeshire	<b>To be confirmed</b>
Powys	Gillian Thomas (Independent)
Swansea	<b>To be confirmed</b>

### Annual Action Planning Working Group (6)

Carmarthenshire	W. David Thomas (Independent)
Ceredigion	Paul James (Plaid Cymru) Reserve: D. Rowland Rees-Evans (Lib Dem)
Neath Port Talbot	Arwyn Woolcock (Labour) <b>To be confirmed</b>
Pembrokeshire	Guy Woodham (Labour) <b>To be confirmed</b>
Powys	Bob Mills (Independent)
Swansea	Cheryl Philpott (Lib Dem)

### Standards Committee (3)

R Llewellyn	Already served from 10 <sup>th</sup> December 2009 to May 2012. Councillor Llewellyn was appointed for a further term from 06.06.12.
<b>Vacancy - not required to be politically balanced</b>	Pearleen Sangha (Swansea, Labour) <b>To be confirmed</b>
<b>Vacancy - not required to be politically balanced</b>	T.J. Richards (Pembrokeshire, Independent)

G Storr (Independent Member)	-
M Jehu (Independent Member)	-
R Jenkins (Independent Member)	-
H Jones (Independent Member)	-

### **Scrutiny Working Group (15)**

All Members of Performance, Audit and Scrutiny (PAS) Committee	As per PAS membership
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### **Shortlisting Panel (5)**

Chair of the Authority	Cheryl Philpott
Deputy Chair of the Authority	Roy Llewellyn
Chair of Resource Management	Andrea Harrington
Chair of Performance Audit and Scrutiny	Janice Dudley
Leader of the Labour Group	Collin Crowley
*	*NB – a report would be submitted to the Fire Authority on 25th June to reconfigure the Panel to accommodate the inclusion of the Leader of the Coalition Alliance Group to ensure political balance and fairness.

### **Investigating and Disciplinary Committee (5)**

Deputy Chair of the Authority	Roy Llewellyn
Chair of Resource Management	Andrea Harrington
3 others to be confirmed	TBC at time of convening actual committee, dependent on Members having received relevant legal training

### **Investigating and Disciplinary Appeals Committee (5)**

<b>Political Group</b>	<b>Councillor</b>
Chair of the Fire Authority	Cheryl Philpott
Deputy Chair of Resource Management	Wynne E. Evans
3 others to be confirmed	TBC at time of convening actual committee, dependent on Members having received relevant legal training

### **Chief Fire Officer's Remuneration Panel (5)**

Chair of the Authority	Cheryl Philpott
Deputy Chair of the Authority	Roy Llewellyn

Chair of Resource Management	Andrea Harrington
Leader of the Labour Group	Collin Crowley
<b>Vacancy</b>	<b>*NB – a report would be submitted to the Fire Authority on 25th June to reconfigure the Panel to accommodate the inclusion of the Leader of the Coalition Alliance Group to ensure political balance and fairness.</b>

**Joint Consultative Forum (4)**

Chair of Resource Management Committee	Andrea Harrington (Labour)
Deputy Chair of Resource Management Committee	Wynne E Evans (Independent)
<b>Vacancy – Member of Resource Management Committee</b>	<b>To be confirmed</b>
<b>Vacancy – Member of Resource Management Committee</b>	<b>To be confirmed</b>

**RESOLUTION**

***It was RESOLVED that the Membership and composition of the Authority's Committees and Working Groups indicated be approved.***

**7 TO APPROVE THE FIRE AUTHORITY'S STANDING CONFERENCES, AND AGREE THE REPRESENTATION AT, AND NOMINATION FOR EACH CONFERENCE**

Members considered a report and attached schedule setting out the Authority's standing conferences, external training and development seminars and Memorial Services in order for Members to determine their representation on them for 2012/13.

**RESOLUTION**

***It was RESOLVED that***

- i) Members approved in principle attendance for 2012/13 at the Authority's Standing Conferences, external Training and Development Seminars and Memorial Services.***
- ii) Members reaffirmed the existing policy in respect of representation, namely that a final decision on representation be delegated jointly to the Chair and Chief Fire Officer to be made once the programme for each conference has been received in the light of its relevance to the needs of the Service.***

**8 TO CONFIRM APPOINTMENTS OF MEMBERS TO OUTSIDE BODIES**

Members considered a report that set out the Authority's representation on a variety of outside bodies whose purpose was to discuss, develop and participate in National decision making and policy formulation on issues relating to or affecting the Fire Authority.

Members were asked to consider continuing attendance at the following outside bodies, and determine representation on them for 2012/13:

<b>Committee/Forum</b>	<b>Representation in 2012/13</b>
WLGA Fire and Rescue Panel	Chair <b>and</b> Deputy Chair
WLGA Council	Chair
Chair & Chief's Ministerial Fire & Rescue Liaison Group	Chair <b>or</b> Deputy Chair
Firebrake Trustees Meeting	Chair
Ceredigion Community Safety Partnership	Councillor Paul James

## **RESOLUTION**

***It was RESOLVED that the Authority's representation to outside bodies for 2012/13 be approved set out in the report.***

## **9 TO APPROVE THE DIARY OF MEETINGS FOR 2012-2013**

The Clerk / Monitoring Officer introduced the schedule of meetings for 2012-2013 which provided the dates for the Fire and Rescue Authority and its Committees, and other bodies. The Clerk / Monitoring Officer requested that consideration be given to postponing the Performance, Audit and Scrutiny meeting scheduled for 23<sup>rd</sup> July 2012 due to the refurbishment works that would be underway on that date.

Councillor Woolcock reported that in recognition of National Forces day on 25<sup>th</sup> June 2012 the Neath Port Talbot Members would be attending the flag raising event in the county and would therefore be unable to attend the Fire Authority meeting. The Chair acknowledged the difficulties sometimes experienced by Members in attending all Fire Authority meetings due to prior Local Authority commitments.

Upon being put to the vote,

***It was RESOLVED that the following schedule of meetings for 2012-2013 be approved:***



<b>FIRE AUTHORITY</b>	6 June 2012 (AGM)
	25 June 2012
	24 September 2012
	17 December 2012
	11 February 2013
	13 May 2013
	5 June 2013 (AGM)
	24 June 2013
<b>RESOURCE MANAGEMENT COMMITTEE</b>	16 July 2012
	26 November 2012
	14 January 2013
	20 May 2013
<b>PERFORMANCE, AUDIT AND SCRUTINY COMMITTEE</b>	30 July 2012
	15 October 2012
	28 January 2013
	29 April 2013
<b>STANDARDS COMMITTEE</b>	2 July 2012
	3 December 2012
	11 June 2013
<b>JOINT CONSULTATIVE FORUM</b>	16 July 2012
	26 November 2012
	14 January 2013
	20 May 2013
<b>DEMOCRATIC SERVICES FORUM</b>	9 July 2012
	8 October 2012
	4 February 2013
	15 April 2013
<b>SCRUTINY WORKING GROUP</b>	2 July 2012 (Pembrokeshire Command)
	23 July 2012 (Review of Annual Action Plan)
	15 October 2012 (Review of CRR Strategy)
	12 November 2012 (Ceredigion Command)
	28 January 2013 (Risk Critical Training)
	29 April 2013 (TBC)
<b>ANNUAL ACTION PLANNING WORKING GROUP</b>	9 July 2012

- 10 Any other items of business that by reason of special circumstance, the Chair decides should be considered as a matter of urgency, pursuant to Section 100B(4)(b) of the Local Government Act 1972.**

There were no items of urgent business.

The meeting ended at 11:55