

**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 5 Mehefin 2013

**MINUTES
OF THE AUTHORITY ANNUAL GENERAL MEETING**

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

Wednesday 5 June 2013

11.00 – 11.50

88% PRESENOLDEB/ATTENDANCE

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD/CHAIRMAN:	R Llewellyn
IS-GADEIRYDD/VICE CHAIRMAN:	G Thomas
AELODAU/MEMBERS:	Cyng/Cllrs: J Bayliss, K W Curry, J Curtice, J Dudley, W E Evans, T J Hennegan, C Higgins, P James, R James, G M Jones, A S Lewis, R Lewis, S Paddison, R Rees-Evans, , K Tampin, W D Thomas, G Walker, A Wilcox, D E Williams, J Williams
YMDDIHEURIADAU/APOLOGIES:	C E Lloyd, K Pearson, T J Richards
YN BRESENNOL /IN ATTENDANCE:	R Smith, P Bates, E Aitken, D Daycock, D Masson, K Jones, R Quin, J Maunder, C Jackson

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors C Lloyd, K Pearson and T J Richards.

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.

The Chair declared a personal interest in item 4 of the agenda.

The Deputy Chair declared a personal interest in item 5 of the agenda.

3 PERSONAL MATTERS / CHAIR'S ANNOUNCEMENTS

The Chair extended a very warm welcome to the new Members of the Fire Authority, namely Councillors R James, S Paddison and A Wilcox. Tribute was paid to those who, for a variety of reasons, had not returned to the Authority, namely Councillors C Crowley, A Woolcock, and also Councillor P Miller. It was agreed that the Clerk would write to the long standing Members to thank them for their contribution to the Authority.

The Chair reflected took the opportunity to thank Members and Officers for their support and assistance during the past year, which had resulted in a very positive Annual Improvement Report published by the Wales Audit Office. The Chair stated that it was pleasing to note that the close partnership work between the three Welsh services via the National Issues Committee continued to go from strength to strength.

Members were reminded that a group photograph would be taken on conclusion of the meeting, following which an induction training seminar comprising a visit to Service Control and Carmarthen Fire Station would take place.

Members were also urged to attend the Strategic Development Workshop on Friday 7 June 2013 which would give Members the opportunity to discuss and influence the strategic direction for the Service for the next five years.

4 ELECTION OF CHAIRPERSON FOR THE MUNICIPAL YEAR 2013/2014

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

Upon being put to the vote,

It was RESOLVED that Councillor R Llewellyn be elected Chair of the Fire and Rescue Authority for the ensuing year 2013/2014.

In response, Councillor Llewellyn thanked Members for their continued support and noted that it was an honour to be elected as Chairperson. Councillor Llewellyn said that he looked forward to working with Members for the benefit of

the Fire Authority in its entirety during the forthcoming year.

5 ELECTION OF DEPUTY CHAIRPERSON FOR THE MUNICIPAL YEAR 2013/2014

Councillor G Thomas was nominated and duly seconded. There were no other nominations.

Upon being put to a vote,

It was RESOLVED that Councillor G Thomas be elected Deputy Chair of the Fire and Rescue Authority for the ensuing year 2013/2014.

In response, Councillor Thomas stated that it was a privilege to be elected as Deputy Chairperson and that she would do her best to support the Chair in the Authority's role to provide an excellent service to the citizens of Mid and West Wales.

6 TO APPROVE THE COMPOSITION OF THE AUTHORITY'S COMMITTEES AND TO APPOINT MEMBERS TO SERVE UPON THEM

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 as far as possible reflect the overall political composition of the Authority. It also sought, if possible, to reflect the geographical make up of the Authority, although composition of committees could be subject to change throughout the year.

The Chair confirmed that 12 Members from the Conservative, Independent, Liberal Democrat and Plaid Cymru parties had formed the Coalition Alliance group and that there was also a Labour Party Group comprising 11 Members. Two other Members, (Swansea Independent and Liberal Democrat) were not affiliated with any group within the Authority.

The Fire Authority approved the composition and appointment of Members to Committees, Working Groups and other fora for the 2013/2014 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:-

Performance Audit and Scrutiny Committee (15 Members)

Political Party	Councillor
Independent (3)	Keith Tampin (Powys)
	Thomas James Richards (Pembrokeshire)
	David Thomas (Carmarthenshire)
Labour (7)	Andrea Lewis (Swansea)
	John Bayliss (Swansea)
	Karen Pearson (NPT)
	Anthony Wilcox (Pembrokeshire)

	Jan Williams (Carms)
	Rob James (NPT)
	Terry Henegan (Swansea) Chair
Liberal Democrats (2)	Rowland Rees-Evans (Ceredigion) Deputy Chair
	Richard Lewis (Swansea)
Plaid Cymru (2)	Paul James (Ceredigion)
	Janice Dudley (NPT)
Conservative (1)	Graham Jones (Powys)

Resource Management Committee (15 Members)

NB: - in order to better reflect the political proportionality of the Authority i.e. 48% Coalition Alliance Group and 44% Labour Group, it was agreed that one Labour Member be added to the Committee in place of one other Member from either the Independent, Liberal Democrat or Plaid Cymru political party.

Political Party	Councillor
Independent (4) Less one Member (name to be confirmed) from the Independent, Liberal Democrat or Plaid Cymru political party	Wynne Evans (Pembrokeshire) Chair
	Gillian Thomas (Powys)
	Gordon Walker (Swansea)
	Thomas James Richards (Pembrokeshire)
Labour (6) Plus one additional member (name to be confirmed)	Suzanne Paddison (NPT)
	Clive Lloyd (Swansea)
	Jan Curtice (Swansea) Deputy Chair
	Calum Higgins (Carms)
	Andrea Lewis (Swansea)
	Karen Pearson (NPT)
	One additional Member
Liberal Democrats (2)	Rowland Rees-Evans (Ceredigion)
	Kelvyn Curry (Powys)
Plaid Cymru (3)	Roy Llewellyn (Carmarthenshire)
	Janice Dudley (NPT)
	Elwyn Williams (Carmarthenshire)

Appointments Committee(10)

Political Party	Councillor
Chair of the Authority	Roy Llewellyn
Deputy Chair of the Authority	Gillian Thomas
Chair Performance Audit & Scrutiny	Terry Hennegan
Chair of Resource Management	WE Evans
Leader of the Labour group	Andrea Lewis

Leader of the Coalition Alliance group	Paul James
4 other members to maintain political proportionality.	To be confirmed

Democratic Services Forum (8)

Political Party	Councillor
Chair Of Authority	Roy Llewelyn
Deputy Chair of Authority	Gillian Thomas
Carmarthenshire	Calum Higgins
Ceredigion	Rowland Rees-Evans
Neath Port Talbot	Suzanne Paddison
Pembrokeshire	Anthony Wilcox
Powys	Graham Jones
Swansea	John Bayliss

Annual Improvement Planning Working Group (6)

Carmarthenshire	Roy Llewellyn (Plaid Cymru) Reserve: to be confirmed
Ceredigion	Paul James (Plaid Cymru) Reserve: Rowland Rees-Evans (Lib Dem)
Neath Port Talbot	Karen Pearson (Labour) Reserve: Suzanne Paddison (Labour)
Pembrokeshire	Anthony Wilcox (Labour) Reserve: Wynne Evans (Independent)
Powys	Keith Tampin (Independent) Graham Jones (Conservative)
Swansea	Andrea Lewis (Labour) Reserve: Clive Lloyd (Labour)

Standards Committee (3)

Roy Llewellyn	Already served from 10 th December 2009 to May 2012. Councillor Llewellyn was appointed for a further term from 06.06.12.
Jan Curtice	Commenced first term from 28.06.2012 <i>(replacing Cllr Sangha who served 06.06.12 – 27.06.12)</i>
Thomas James Richards	Commenced first term from 06.06.12
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 (6)

Chair of the Authority	Roy Llewellyn
Deputy Chair of the Authority	Gillian Thomas
Chair of Resource Management	Wynne Evans
Chair of Performance Audit and Scrutiny	Terry Hennegan
Leader of the Labour Group	Andrea Lewis
Leader of the Coalition Alliance Group	Paul James

Investigating and Disciplinary Committee (5)

Deputy Chair of the Authority	Gillian Thomas
Chair of Resource Management	Wynne Evans
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)

Chair of the Fire Authority	Roy Llewellyn
Deputy Chair of Resource Management	Jan Curtice
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	Roy Llewellyn
Deputy Chair of the Authority	Gillian Thomas
Chair of Resource Management	Wynne Evans
Leader of the Labour Group	Andrea Lewis
Leader of the Coalition Alliance Group	Paul James

Joint Consultative Forum (4)

Chair of the Authority	Roy Llewellyn
Deputy Chair of the Authority	Gillian Thomas
Member of Resource Management Committee	To be confirmed.
Member of Resource Management Committee	To be confirmed.

(The final composition of committees and working groups to be ratified after the AGM)

RESOLUTION

It was RESOLVED that the Membership and composition of the Authority's Committees and Working Groups indicated be approved subject to further notification where appropriate.

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 2013/14. The Clerk / Monitoring Officer reported that due to the current economic climate one Standing Conference would no longer be convened, namely the CFOA Fire and Rescue Services Conference.

In response to a query from a Member the Chief Fire Officer confirmed that attendance at the Ypres Armistice Remembrance Ceremony was not considered value for money and had therefore been removed from the list of events.

RESOLUTION

It was RESOLVED that

- i) Members approved in principle attendance for 2013/14 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.

In response to a query from a Member the Clerk / Monitoring Officer confirmed that the Authority would also support representation of Members on additional outside bodies, for example the Community Safety Partnership, as appropriate.

Members were asked to consider continuing attendance at the following outside bodies, and determine representation on them for 2013/14, as follows:

Committee/Forum	Representation in 2013/14
WLGA Fire and Rescue Panel	Chair and Deputy Chair
WLGA Council	Chair
Chair & Chief's Ministerial Fire & Rescue Liaison Group	Chair or Deputy Chair
Firebrake Trustees Meeting	Chair
National Issues Committee	Chair and Deputy Chair
LGA Fire Services Commission	Chair

RESOLUTION

It was RESOLVED that the Authority's representation to outside bodies for 2013/14 be approved.

9 TO APPROVE THE DIARY OF MEETINGS FOR 2013-2014

The Clerk / Monitoring Officer introduced the schedule of meetings for 2013-2014 which provided the dates for the Fire and Rescue Authority and its Committees, and other bodies.

It was RESOLVED that the following schedule of meetings for 2013-2014 be approved:

FIRE AUTHORITY	24 June 2013
	23 September 2013
	9 December 2013
	10 February 2014
	4 June 2014 (AGM)
	30 June 2014
RESOURCE MANAGEMENT COMMITTEE	15 July 2013
	25 November 2013
	20 January 2014
	7 April 2014
PERFORMANCE, AUDIT AND SCRUTINY COMMITTEE	22 July 2013
	14 October 2013
	27 January 2014
	28 April 2014
STANDARDS COMMITTEE	29 July 2013
	2 December 2013
	16 June 2014
JOINT CONSULTATIVE FORUM	23 September 2013 (PM)
	10 February 2014 (PM)
DEMOCRATIC SERVICES FORUM	17 June 2013
	9 September 2013
	3 February 2014
	12 May 2014
SCRUTINY WORKING GROUP	22 July 2013 (PM)
	14 October 2013 (PM)
	27 January 2014 (PM)
	28 April 2014 (PM)
ANNUAL IMPROVEMENT PLANNING WORKING GROUP	15 July 2013
	9 September 2013
	20 January 2014
	3 February 2014
CHIEF FIRE OFFICER'S REMUNERATION COMMITTEE	21 October 2013
	7 April 2014

- 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 11:50