

AWDURDOD TÂN AC ACHUB CANOLBARTH A GORLLEWIN CYMRU



MID AND WEST WALES FIRE AND RESCUE AUTHORITY

**COFNODION CYFARFOD CYFFREDINOL BLYNYDDOL
YR AWDURDOD**

Ystafell Caer,
Pencadlys Y Gwasanaeth Tân Ac Achub, Caerfyrddin

Dydd Mercher 6 Mehefin 2018

**MINUTES OF THE AUTHORITY
ANNUAL GENERAL MEETING**

The Caer Suite,
Fire and Rescue Service Headquarters, Carmarthen

Wednesday 6 June 2018

10.00 – 10.25

76% PRESENOLDEB/ATTENDANCE

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD/CHAIR: R Rees-Evans
IS-GADEIRYDD/DEPUTY CHAIR: J Curtice

AELODAU/MEMBERS: Cyng/Cllrs: C Anderson, G Breeze, A Brinn, K Broom, M Charles, K Curry, L Frayling, J Hale, T Hennegan, P James, S Joseph, R Lewis, A Llewelyn, C Mills, J Warman, E Williams, A Woolcock,

YMDDIHEURIADAU/APOLOGIES: Cyng/Cllrs: M Crowley, C Evans, D Thomas, E G Thomas, T Van-Rees, G Walker

N BRESENNOL /IN ATTENDANCE: C Davies, D Daycock, C Moore, R Quin, K Jones, R Thomas, M Harries, I Cray, S Jenkins, C Flannery, C Jackson, S Mansbridge

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Crowley, C Evans, D Thomas, E G Thomas, T Van-Rees and G Walker.

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.

Councillor R Rees-Evans declared a prejudicial interest in item 4 of the Agenda, namely the Election of the Chair of the Authority for the municipal year 2018/19.

Councillor J Curtice declared a prejudicial interest in item 5 of the Agenda, namely the Election of the Deputy Chair of the Authority for the municipal year 2018/19.

3 PERSONAL MATTERS / ANNOUNCEMENTS

The Chair reminded Members that on the conclusion of the Annual General Meeting, special meetings of the Performance, Audit and Scrutiny Committee and Resource Management Committee would be convened, followed by an Extraordinary General Meeting of the Fire Authority.

The Chair, on behalf of all Members, conveyed a speedy recovery to Cllr Colin Evans who was recuperating following a period of ill health.

A warm welcome was extended to Cllr Graham Breeze, who had replaced Cllr Karen Laurie-Parry as a Powys Independent representative on the Fire Authority.

The Chair was delighted to welcome back Cllr Cyril Anderson, who had returned to the Fire Authority following a term of office in 2016, and had replaced Cllr Gloria Tanner as a Swansea Labour representative on the Fire Authority.

Members paid tribute to Cllrs Karen Laurie-Parry and Gloria Tanner for their sterling contribution to the Fire Authority during their respective terms of office. Members were informed that suitable letters of thanks had been issued in due course.

The Chair was delighted to announce that Cllr Aden Brinn had been elected Chair of Pembrokeshire Council and Cllr Mansel Charles had been elected as Chair of Carmarthenshire Council for 2018/19. Best wishes were extended to Cllrs Brinn and Charles for the forthcoming municipal period.

Councillors R Rees-Evans and J Curtice departed the meeting at this point.

4 ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2018/2019

Councillor R Rees-Evans was proposed and duly seconded. There were no other nominations.

Upon being put to the vote,

It was RESOLVED that Councillor R Rees-Evans be elected Chair of the Fire and Rescue Authority for the municipal year 2018/2019.

Councillor R Rees-Evans re-joined the meeting at this point.

Councillor R Rees-Evans extended his gratitude for the confidence shown in him by Members. Councillor R Rees-Evans commented that he looked forward to working with Members for the benefit of the Fire Authority in its entirety during the forthcoming municipal year.

5 ELECTION OF DEPUTY CHAIR FOR THE MUNICIPAL YEAR 2018/2019

Councillor J Curtice was nominated and duly seconded. There were no other nominations.

Upon being put to a vote,

It was RESOLVED that Councillor J Curtice be elected Deputy Chair of the Fire and Rescue Authority for the municipal year 2018/2019.

Councillor J Curtice re-joined the meeting at this point.

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

The Clerk/Monitoring Officer 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, as far as practicable. Members were further advised that appointments to the Committees should, as far as possible, also reflect the geographical makeup of the Authority, though the composition of the committees could be subject to change throughout the year. Attention was drawn to the overall political makeup of the Authority, which was set out at Appendix 2 of the report and it was confirmed that appointments would be made on the basis of the two formed groups on the Authority, namely the Coalition Alliance (CA) Group and the Labour Group. Furthermore, Members were requested to unanimously agree the allocation of seats to the unaffiliated Member.

Consideration was given to Appendix 1 of the report and it was reported that the final composition of committees and working groups would be ratified on conclusion of the meeting, and that the minuted representation would reflect this.

The Fire Authority agreed the composition and appointment of Members to Committees, Working Groups and other fora for the 2018/19 Municipal Year, as follows:-

Performance Audit and Scrutiny Committee (15 Members)

Political Party	2018/19 Representation
Liberal Democrats (CA)	Kelvyn Curry (Powys)
Plaid Cymru (CA)	Alun Llewelyn (Neath Port Talbot)
Plaid Cymru (CA)	Elwyn Williams (Carmarthenshire)

	-CHAIR
Plaid Cymru (CA)	Paul James (Ceredigion)
Plaid Cymru (CA)	Kim Broom (Carmarthenshire)
Conservatives (CA)	Richard Lewis (Swansea)
Independent (CA)	Lyndon Frayling (Pembrokeshire)
Independent (CA)	Graham Breeze (Powys)
Independent (CA)	Tim Van-Rees (Powys)
Labour	Matthew Crowley (Neath Port Talbot)
Labour	John Warman (Neath Port Talbot)
Labour	Terry Hennegan (Swansea)
Labour	Jan Curtice (Swansea)
Labour	Cyril Anderson (Swansea) – DEPUTY CHAIR
Independent Unaffiliated	Gordon Walker (Swansea)

Resource Management Committee (15 Members)

Political Party	2018/19 Representation
Independent (CA)	Tim Van-Rees (Powys)
Liberal Democrat (CA)	Rowland Rees-Evans (Ceredigion)
Conservative (CA)	Aden Brinn (Pembrokeshire)
Conservative (CA)	Claire Mills (Powys)
Conservative (CA)	Richard Lewis (Swansea)
Plaid Cymru (CA)	Elwyn Williams (Carmarthenshire)
Plaid Cymru (CA)	Mansel Charles (Carmarthenshire)
Independent (CA)	Edward Thomas (Carmarthenshire)
Unaffiliated (CA)	Stephen Joseph (Pembrokeshire) DEPUTY CHAIR
Labour	Colin Evans (Carmarthenshire)
Labour	John Warman (Neath Port Talbot)
Labour	Des Thomas (Swansea)
Labour	Joe Hale (Swansea)
Labour	Arwyn Woolcock (Neath Port Talbot)
Labour	Matt Crowley (Neath Port Talbot) CHAIR

Standards Committee (3)

Composition	2018/19 Representation
Fire Authority Member	Cllr Tim Van-Rees (Powys) (CA)
Fire Authority Member	Cllr Jan Curtice (Swansea) (Labour)
Fire Authority Member	Cllr Lyndon Frayling (Pembrokeshire) (CA)
<i>Independent Member</i>	<i>G Storr (Independent Member)</i>
<i>Independent Member</i>	<i>M Jehu (Independent Member)</i>
<i>Independent Member</i>	<i>R Jenkins (Independent Member)</i>
<i>Independent Member</i>	<i>H Jones (Independent Member)</i>

Appointments Committee (10)

Composition	2018/19 Representation
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Chair of the Authority	Rowland Rees Evans (Ceredigion) (CA)
Deputy Chair of the Authority	Jan Curtice (Swansea) (Labour)
Chair Performance Audit & Scrutiny	Elwyn Williams (Carmarthenshire) (CA)
Chair of Resource Management	Matt Crowley (NPT) (Labour)
Leader of the Labour group	Terry Hennegan (Swansea) (Labour)
Leader of the Coalition Alliance group	Paul James (Ceredigion) (CA)
1 Member to maintain political proportionality - CA	Mansel Charles (Carmarthenshire) (CA)
1 Member to maintain political proportionality - CA	Claire Mills (Powys) (CA)
1 Member to maintain political proportionality - CA	Richard Lewis (Swansea) (CA)
1 Member to maintain political proportionality - (Labour)	Joe Hale (Swansea) (Labour)

Shortlisting Panel (6)

Composition	2018/19 Representation
Chair of the Authority	Rowland Rees Evans (Ceredigion) (CA)
Deputy Chair of the Authority	Jan Curtice (Swansea) (Labour)
Chair Performance Audit & Scrutiny	Elwyn Williams (Carmarthenshire) (CA)
Chair of Resource Management	Matt Crowley (NPT) (Labour)
Leader of the Labour group	Terry Hennegan (Swansea) (Labour)
Leader of the Coalition Alliance group	Paul James (Ceredigion) (CA)

Democratic Services Forum (10)

Composition	2018/19 Representation
Chair of the Fire Authority	Rowland Rees Evans (Ceredigion) (CA)
Deputy Chair of Authority	Jan Curtice (Swansea) (Labour)
Chair of Performance Audit & Scrutiny	Elwyn Williams (Carmarthenshire) (CA)
Chair of Resource Management	Matt Crowley (NPT) (Labour)
Carmarthenshire	Colin Evans (Carmarthenshire) (Labour)
Ceredigion	Paul James (Ceredigion) (CA)
Neath Port Talbot	John Warman (Neath Port Talbot) (Labour)
Pembrokeshire	Aden Brinn (Pembrokeshire) (CA)
Powys	Kelvyn Curry (Powys) (CA)
Swansea	Richard Lewis – Swansea (CA)

Annual Improvement Planning Working Group (6)

Area	2018/19 Representation
Carmarthenshire	Elwyn Williams (CA) <i>Reserve: Kim Broom (CA)</i>
Ceredigion	Rowland Rees-Evans (CA) <i>Reserve: Paul James (CA)</i>
Neath Port Talbot	Arwyn Woolcock (Labour) <i>Reserve: Alun Llewelyn (CA)</i>
Pembrokeshire	Stephen Joseph (CA) <i>Reserve – Aden Brinn (CA)</i>
Powys	Tim Van-Rees(CA) <i>Reserve – Graham Breeze (CA)</i>
Swansea	Joe Hale (Labour) <i>Reserve: Jan Curtice (Labour)</i>

Investigating, Disciplinary and Disputes Committee (5)

Composition	2018/19 Representation
Deputy Chair of the Authority	Jan Curtice (Swansea) (Labour)
Chair of Resource Management	Matt Crowley (Neath Port Talbot) (Labour)
Member (to maintain political balance)	Kelvyn Curry (Powys) (CA)
Member (to maintain political balance)	Colin Evans (Carmarthenshire) (Labour)
Member (to maintain political balance)	Arwyn Woolcock (Neath Port Talbot) (Labour)

Investigating, Disciplinary and Disputes Appeals Committee (5)

Composition	2018/19 Representation
Chair of the Fire Authority	Rowland Rees Evans (Ceredigion) (CA)
Deputy Chair of the Resource Management Committee	Stephen Joseph (Pembrokeshire) (CA)
Member – (CA)	Paul James (Ceredigion) (CA)
Member – (CA)	Claire Mills (Powys) (CA)
Member – (Labour)	Terry Hennegan (Swansea) (Labour)

Chief Officers' Remuneration Committee (5)

Composition	2018/19 Representation
Chair of the Fire Authority	Rowland Rees Evans (Ceredigion) (CA)
Deputy Chair of the Fire Authority	Jan Curtice (Swansea) (Labour)
Chair of the Resource Management	Matt Crowley (Neath Port Talbot) (Labour)
Leader of the Labour Group	Terry Hennegan (Swansea) (Labour)

Leader of the Coalition Alliance Group	Paul James (Ceredigion) (CA)
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Joint Consultative Forum (4)

Composition	2018/19 Representation
Chair of the Authority	Rowland Rees Evans (Ceredigion) (CA)
Deputy Chair of the Authority	Jan Curtice (Swansea) (Labour)
Chair of Resource Management Committee	Matt Crowley (Neath Port Talbot) (Labour)
Deputy Chair of Resource Management Committee	Stephen Joseph (Pembrokeshire) (CA)

Local Pension Board (2)

Composition	2018/19 Representation
1 Member - CA	Claire Mills (Powys) (CA)
1 Member - Labour	Des Thomas (Swansea) (Labour)

Firefighters' Pension Scheme Advisory Board for Wales

Composition	<u>2018/19 Representation</u>
1 Member	Claire Mills (CA) (Powys)

RESOLUTION

It was RESOLVED UNANIMOUSLY that

- 1. Members approve the membership and composition of the Authority's Committees and other bodies and the appointment of Members to serve on them as indicated be agreed, subject to further notification where appropriate.***

The Unaffiliated Member be allocated a place on a Committee

7 TO APPROVE ATTENDANCE AND REPRESENTATION AT THE AUTHORITY'S STANDING CONFERENCES, AND OTHER EVENTS

The Clerk/ Monitoring Officer presented the report whereby Members gave consideration to the schedule, attached at Appendix 1 to the report, 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 2018/19.

RESOLUTION

It was RESOLVED that:

1. **Members' attendance for 2018/19 at the Authority's Standing Conferences, external Training and Development Seminars and Memorial Services, set out at Appendix 1 be approved in principle.**
2. **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, be reaffirmed.**

8 TO CONFIRM APPOINTMENTS OF MEMBERS TO OUTSIDE BODIES

The Clerk/Monitoring Officer presented the report and informed Members that the Authority was represented by Members on a variety of outside bodies as detailed in Appendix 1 to the report, and Members were asked to consider representation at these bodies and confirm nominations for 2018/19.

Members gave consideration to the continued attendance at these outside bodies, and determined representation on them for 2018/19 as follows:

Committee/Forum	Representation in 2018/19
WLGA Executive Board (formerly WLGA Coordinating Committee)	Chair
WLGA Council	Chair
WLGA Fire and Rescue Panel	Chair and Deputy Chair
LGA Fire Commission	Chair
FRA Chiefs & Chairs meetings with Minister	Chair or Deputy Chair
FRA Chairs meetings with Minister	Chair or Deputy Chair
National Issues Committee	Chair and Deputy Chair
Public Service Boards	Chair and Deputy Chair
Swansea Public Service Board Scrutiny Panel	Cllr J Warman

RESOLUTION

It was RESOLVED that Members agree the representation of the Authority on the outside bodies as set out for 2018/19.

9 TO APPROVE THE DIARY OF MEETINGS FOR 2018/19

The Clerk / Monitoring Officer introduced the schedule of meetings for 2018/19 as set out in Appendix 1 of the report, which provided the dates for the Fire and Rescue Authority and its Committees, and other bodies for the forthcoming municipal period,

though these could be changed or added to if necessary.

RESOLUTION

It was RESOLVED that the following schedule of meetings for 2018/19 be approved:

FIRE AUTHORITY (10:00 Caer Suite)	17 September 2018
	10 December 2018
	04 February 2019
	18 March 2019
	5 June 2019 (AGM)
RESOURCE MANAGEMENT COMMITTEE (10:00 Caer Suite)	16 July 2018
	12 November 2018
	21 January 2019
	15 April 2019
PERFORMANCE, AUDIT AND SCRUTINY COMMITTEE (10:00 Caer Suite)	23 July 2018
	29 October 2018
	28 January 2019
	13 May 2019
STANDARDS COMMITTEE (10:30 Tywi)	30 July 2018
	03 December 2018 – <i>date subject to change</i>
JOINT CONSULTATIVE FORUM (13:00 Caer Suite)	17 September 2018
	04 February 2019
DEMOCRATIC SERVICES FORUM (10:00)	15 October 2018 (Tywi)
	25 March 2019 (Caer Suite)
ANNUAL IMPROVEMENT PLANNING WORKING GROUP (AIP) / CORPORATE BUDGET PLANNING	02 July 2018
	03 September 2018
	28 January 2019 – AIP only (on conclusion of PASC)
CHIEF OFFICERS' REMUNERATION COMMITTEE	8 October 2018 (10:00 Tywi)
	15 April 2019 (13:00 Tywi)
LOCAL PENSION BOARD	09 July 2018 (14:00 Caer Suite)
	19 November 2018 (14:00 Caer Suite)

	11 March 2019 (14:00 Caer Suite)
APPOINTMENTS COMMITTEE	2 July 2018 (09:30, Tywi)

10 TO RECEIVE AND APPROVE THE MEMBER DEVELOPMENT STRATEGY 2018-2023

The Clerk / Monitoring Officer introduced a report on the Member Development Strategy 2018-23. Members were informed that the Strategy had been developed in line with the Authority's commitment to creating an environment of learning and development so as to equip Members with the necessary skills to achieve the highest standards of professionalism and performance in carrying out their duties on the Fire Authority.

The Clerk / Monitoring Officer provided Members with an overview of the Member Development Strategy 2018-23 outlined in Appendix 1 of the report which provided a synopsis of the Authority's coherent approach to Member Development in terms of role descriptions, a competency framework and Individual Development Reviews. Members were informed that the strategy had been considered at a meeting of the Democratic Services Forum on 26 March 2018 and would be supported by an annual Training and Development Programme for Members.

Cllr J Warman highlighted the importance of attending the training and development opportunities provided to Fire Authority Members which he felt had proven to be extremely beneficial in the past as a means of ensuring that Members were kept abreast of new legislation pertinent to the Authority.

RESOLUTION

It was RESOLVED that the Member Development Strategy 2018-2023 be approved.

11 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 10:25