

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, Caerfyddin

Dydd Mercher 5 Mehefin 2019

MINUTES OF THE AUTHORITY ANNUAL GENERAL MEETING

The Caer Suite,
Fire and Rescue Service Headquarters, Carmarthen
Wednesday 5 June 2019

10.00 – 10.30

80% PRESENOLDEB/ATTENDANCE

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD/CHAIR:	R Rees-Evans (Items 1-4), J Curtice (Items 5 – 10)
IS-GADEIRYDD/DEPUTY CHAIR:	J Curtice (Items 1-4), E Williams (Items 5 – 10)
AELODAU/MEMBERS:	Cyng/Cllrs: C Anderson, G Breeze, A Brinn, K Broom, M Charles, K Curry, L Frayling, T Hennegan, S Joseph, R Lewis, A Llewelyn, P Smith, D Thomas, E G Thomas, L Thomas, G Walker, A Woolcock
YMDDIHEURIADAU/APOLOGIES:	Cyng/Cllrs: M Crowley, R Evans, S Freeguard, C Mills, T Van-Rees
YN BRESENNOL /IN ATTENDANCE:	D Daycock (Clerk/Monitoring Officer), R Hemingway (Section 151 Officer Representative), C Davies (Chief Fire Officer), R Thomas (Deputy Chief Fire Officer), K Jones (Assistant Chief Officer), I Cray (Assistant Chief Fire Officer), S Jenkins (Area Manager), M Harries (Area Manager), P Greenslade (Area Manager), C Jackson (Head of CCBD), S Mansbridge (Head of Finance)

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Crowley, R Evans, S Freeguard, C Mills and T Van-Rees.

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 J Curtice declared a prejudicial interest in item 4 of the Agenda, namely the Election of the Chair of the Authority for the municipal year 2019/20.

Councillor E Williams declared a prejudicial interest in item 5 of the Agenda, namely the Election of the Deputy Chair of the Authority for the municipal year 2019/20.

3 PERSONAL MATTERS / ANNOUNCEMENTS

The Chair extended a warm welcome to the new Members of the Fire Authority, namely Councillors Sharon Freeguard of Neath Port Talbot County Borough Council who was unfortunately unable to attend today's meeting, Councillor Paulette Smith representing Swansea County Council and Councillor Lynford Thomas representing Ceredigion County Council. The Chair was also delighted to welcome back Councillor Arwyn Woolcock who had returned to the Fire Authority to represent Neath Port Talbot County Borough Council for the 2019/20 municipal year.

The Chair referred with deep sadness to the sudden passing of Fire Authority Member, Councillor Paul James in April 2019. Tributes were paid to Councillor James, who was a prominent and stalwart advocate of the Fire Authority. Members acknowledged Councillor James' enthusiasm, passion and dedication to the Fire Authority and stated that his contribution would be sorely missed. Members and Officers stood in silence as a mark of respect.

In response to a proposal put forth by Councillor C Anderson, it was agreed that the Democratic Services Forum would consider the provision of a commemorative plaque in remembrance of Councillor P James.

Members were informed that on 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.

Members were reminded that a photographer would be in attendance during the course of the meeting, and that a group photograph would be taken on conclusion of business proceedings.

Members were further reminded that on conclusion of the formal items of business, a training session would be provided by the Monitoring Officer/ Clerk on Governance and Constitutional matters, together with an outline of Member Accountabilities and consideration of the distinction between the role of Members and Officers, which had previously been specifically requested by Members.

The Chair informed Members that Councillors Joe Hale and John Warman would not be returning to the Fire Authority for the 2019/20 municipal year. The Chair extended the Authority's gratitude to Councillors Hale and Warman for their contribution to the Fire Authority during their term of office.

The Chair then took the opportunity to reflect on his term of office which he felt had been both interesting and challenging. The Chair thanked Members for their contribution in working together for the benefit of Mid and West Wales, then Officers for their advice and professional guidance, and finally to the staff of the Authority who supported the work of the Chair, including the Democratic Services team. The Chair also extended his gratitude to the Finance Department and assistance provided by the Wales Audit Office for their efforts and assistance in ensuring the Authority's accounts were brought up to date.

Tributes were paid to former Fire Authority Chairs, the late Councillors Janice Dudley and Gillian Thomas whose contribution to the Fire Authority he considered had been invaluable.

The Chair then made reference to the tragic fire incident at Llangammarch Wells on 30 October 2017 and explained that the loss of life had profoundly impacted upon the local community and further afield. The Chair commended the outstanding conduct of the crews in dealing with an extremely difficult incident with the highest level of professionalism. The Chair also extended his gratitude to Cllr Tim Van-Rees for the ongoing support provided to the local community in the aftermath of the incident.

The Chair also referred to the Aberystwyth seafront hotel fire on 25 July 2018 and the Chair commended the heroic, professional and brave actions of the crews in attendance who had rescued 12 individuals from the fire in unprecedented conditions, and successfully prevented significant fire spread to adjoining properties.

The Chair made reference to several significant achievements during the course of the past year which he was proud to be part of, in particular the prestigious Investors in People Platinum accreditation which had only been attained by 1% of organisations worldwide, with Mid and West Wales Fire and Rescue Service being the only Fire and Rescue Service in the world to reach the standard.

The Chair then referred to the various functions he had attended and stated that it had been a privilege to represent the Authority on these occasions, including the Carol Service, the Celebrating Success awards and wreath laying remembrance ceremonies, together with the array of station visits, open days and other events held throughout the year. The Chair concluded by commenting that it had been an honour to serve as the Authority's Chair during 2017-19 and thanked all for giving him the opportunity.

Councillors Jan Curtice and Elwyn Williams departed the meeting at this point.

4 ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2019/2020

Councillor Jan Curtice was proposed and duly seconded. There were no other

nominations.

Upon being put to the vote,

It was RESOLVED that Councillor Jan Curtice be elected Chair of the Fire and Rescue Authority for the municipal year 2019/2020.

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

Councillor Jan Curtice extended her gratitude for the confidence shown in her by Members in electing her as chair. Councillor Curtice commented that she looked forward to working with Members for the benefit of the Fire Authority in its entirety during the forthcoming municipal year and that she would endeavour to maintain the high standards set by her predecessor.

5 ELECTION OF DEPUTY CHAIR FOR THE MUNICIPAL YEAR 2019/2020

Councillor Elwyn Williams was nominated and duly seconded. There were no other nominations.

Upon being put to a vote,

It was RESOLVED that Councillor Elwyn Williams be elected Deputy Chair of the Fire and Rescue Authority for the municipal year 2019/2020.

Councillor Elwyn Williams 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 seats on the Committees in accordance with the political proportionality rules, and 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, and also that 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 political 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 to enable the Member to be given a seat on a committee.

The Clerk/Monitoring Officer additionally stated that with the departure of Councillor John Warman from the Authority, a vacancy had arisen for the role of the Authority's Health and Safety Champion, and Members were requested to nominate a replacement to fulfil that vacancy.

Consideration was given to Appendix 1 of the report as a basis for the allocation of seats and it was reported that the final composition of committees and working groups

would hopefully be finally confirmed 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 2019/20 Municipal Year, as follows:-

Performance Audit and Scrutiny Committee (15 Members)

Political Party	2019/20 Representation
Coalition Alliance (CA) (Liberal Democrats)	Kelvyn Curry (Powys)
CA (Plaid Cymru)	Alun Llewelyn (Neath Port Talbot)
CA (Plaid Cymru)	Elwyn Williams (Carmarthenshire)
CA (Plaid Cymru)	Lynford Thomas (Ceredigion)
CA (Plaid Cymru)	Kim Broom (Carmarthenshire) – DEPUTY CHAIR
CA (Conservative)	Richard Lewis (Swansea)
CA (Independent)	Lyndon Frayling (Pembrokeshire)
CA (Independent)	Graham Breeze (Powys)
CA (Independent)	Tim Van-Rees (Powys)
Labour	Matthew Crowley (Neath Port Talbot)
Labour	Sharon Freeguard (Neath Port Talbot)
Labour	Terry Hennegan (Swansea)
Labour	Jan Curtice (Swansea)
Labour	Cyril Anderson (Swansea)– CHAIR
Independent Unaffiliated	Gordon Walker (Swansea)

Resource Management Committee (15 Members)

Political Party	2019/20 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) CHAIR
Labour	Rob Evans (Carmarthenshire)
Labour	Sharon Freeguard (Neath Port Talbot)
Labour	Des Thomas (Swansea) DEPUTY CHAIR
Labour	Paulette Smith (Swansea)
Labour	Arwyn Woolcock (Neath Port Talbot)
Labour	Matt Crowley (Neath Port Talbot)

Standards Committee (3)

Composition	2019/20 Representation
Fire Authority Member	Cllr Tim Van-Rees (Powys) (CA)
Fire Authority Member	Cllr Paulette Smith (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	2019/20 Representation
Chair of the Authority	Jan Curtice (Swansea) (Labour)
Deputy Chair of the Authority	Elwyn Williams (Carmarthenshire) (CA)
Chair Performance Audit & Scrutiny	Cyril Anderson (Swansea) (Labour)
Chair of Resource Management	Stephen Joseph (Pembrokeshire) (CA)
Leader of the Labour group	Arwyn Woolcock (NPT) (Labour)
Leader of the Coalition Alliance group	Rowland Rees-Evans (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)	Paulette Smith (Swansea) (Labour)

Shortlisting Panel (6)

Composition	2019/20 Representation
Chair of the Authority	Jan Curtice (Swansea) (Labour)
Deputy Chair of the Authority	Elwyn Williams (Carmarthenshire) (CA)
Chair Performance Audit & Scrutiny	Cyril Anderson (Swansea) (Labour)
Chair of Resource Management	Stephen Joseph (Pembrokeshire) (CA)
Leader of the Labour group	Arwyn Woolcock (NPT) (Labour)
Leader of the Coalition Alliance group	Rowland Rees-Evans (Ceredigion) (CA)

Democratic Services Forum (10)

Composition	2019/20 Representation
Chair of the Fire Authority	Jan Curtice (Swansea) (Labour)
Deputy Chair of Authority	Elwyn Williams (Carmarthenshire) (CA)
Chair of Performance Audit & Scrutiny	Cyril Anderson (Swansea) (Labour)
Chair of Resource Management	Stephen Joseph (Pembrokeshire) (CA)
Carmarthenshire	Rob Evans (Carmarthenshire) (Labour)
Ceredigion	Lynford Thomas (Ceredigion) (CA)
Neath Port Talbot	Matt Crowley (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	2019/20 Representation
Carmarthenshire	Elwyn Williams (CA) <i>Reserve: Kim Broom (CA)</i>
Ceredigion	Rowland Rees-Evans (CA) <i>Reserve: Lynford Thomas (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	Paulette Smith (Labour) <i>Reserve: Jan Curtice (Labour)</i>

Investigating, Disciplinary and Disputes Committee (5)

Composition	2019/20 Representation
Deputy Chair of the Authority	Elwyn Williams (Carmarthenshire) (CA)
Chair of Resource Management	Stephen Joseph (Pembrokeshire) (CA)
Member (to maintain political balance)	Kelvyn Curry (Powys) (CA)
Member (to maintain political balance)	Rob Evans (Carmarthenshire) (Labour)
Member (to maintain political balance)	Arwyn Woolcock (Neath Port Talbot) (Labour)

Investigating, Disciplinary and Disputes Appeals Committee (5)

Composition	2019/20 Representation
Chair of the Fire Authority	Jan Curtice (Swansea) (Labour)
Deputy Chair of the Resource Management Committee	Des Thomas (Swansea) (Labour)
Member – (CA)	Lynford Thomas (Ceredigion) (CA)
Member – (CA)	Claire Mills (Powys) (CA)
Member – (CA)	CA - To be confirmed

Chief Officers' Remuneration Committee (5)

Composition	2019/20 Representation
Chair of the Fire Authority	Jan Curtice (Swansea) (Labour)
Deputy Chair of the Fire Authority	Elwyn Williams (Carmarthenshire) (CA)
Chair of the Resource Management	Stephen Joseph (Pembrokeshire) (CA)
Leader of the Labour Group	Arwyn Woolcock (Neath Port Talbot) (Labour)
Leader of the Coalition Alliance Group	Rowland Rees-Evans (Ceredigion) (CA)

Joint Consultative Forum (4)

Composition	2019/20 Representation
Chair of the Authority	Jan Curtice (Swansea) (Labour)
Deputy Chair of the Authority	Elwyn Williams (Carmarthenshire) (CA)
Chair of Resource Management Committee	Stephen Joseph (Pembrokeshire) (CA)
Deputy Chair of Resource Management Committee	Des Thomas (Swansea) (Labour)

Local Pension Board (2)

Composition	2019/20 Representation
1 Member - CA	Claire Mills (Powys) (CA)
1 Member - Labour	Des Thomas (Swansea) (Labour)

Firefighters' Pension Scheme Advisory Board for Wales

Composition	<u>2019/20 Representation</u>
1 Member	Claire Mills (CA) (Powys)

Member Champions

Area/ Theme	Champion
Sustainability and Environmental Champion	Cllr Kelvyn Curry
Welsh Language Champion	Cllr Mansel Charles
Health and Safety Champion	Cllr Stephen Joseph
Business Risk Management Champion	Allocated to the role of the Deputy Chair of PASC – Cllr Kim Broom
Member Development Champion	Allocated to the role of the Deputy Chair of the Fire Authority – Cllr Elwyn Williams

RESOLUTION

It was RESOLVED UNANIMOUSLY that

- i. Members approved 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.*
- ii. The Unaffiliated Member be allocated a place on a Committee.*
- iii. Councillor Stephen Joseph be appointed to the role of the Authority's Health and Safety Champion.*

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

The Clerk/ Monitoring Officer presented the report including a 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 2019/20, and explained the role of Members at conferences, and also the existing policy regarding representation at the events. Members fully considered the report, and the attached schedule.

RESOLUTION

It was RESOLVED that:

- 1. Members' attendance for 2019/20 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. Members were asked to consider representation at these bodies and confirm nominations for 2019/20.

Members gave consideration to the continued attendance at these outside bodies, and determined representation on them for 2019/20 as follows:

Committee/Forum	Representation in 2019/20
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	To be confirmed

RESOLUTION

It was RESOLVED that Members agree the representation of the Authority on the outside bodies as set out for 2019/20.

9 TO APPROVE THE DIARY OF MEETINGS FOR 2019/20

The Clerk / Monitoring Officer introduced the report, including a schedule of meetings for 2019/20 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 he added that these could be changed or added to if necessary. Members considered the report and the attached schedule.

RESOLUTION

It was RESOLVED that the following schedule of meetings for 2019/20 be approved:

FIRE AUTHORITY (10:00 Caer Suite)	16 September 2019
	16 December 2019
	03 February 2020
	30 March 2020 (contingency if required)
	08 June 2020 (AGM) subject to approval of a change to the constitution)
RESOURCE MANAGEMENT COMMITTEE (10:00 Caer Suite)	8 July 2019
	14 October 2019
	27 January 2020
	27 April 2020
PERFORMANCE, AUDIT AND SCRUTINY COMMITTEE (10:00 Caer Suite)	29 July 2019
	4 November 2019
	20 January 2020
	18 May 2020
STANDARDS COMMITTEE (Tywi)	01 July 2019 (10:30)
	16 December 2019 (13:00)
JOINT CONSULTATIVE FORUM (13:00 Caer Suite)	16 September 2019
	03 February 2020
DEMOCRATIC SERVICES FORUM (10:00 Caer Suite)	7 October 2019
	09 March 2020
SCRUTINY WORKING GROUP (sub group of PASC) (formerly referred to as Annual Improvement and Corporate Budget Planning Working Group). (13:00 Caer Suite)	29 July 2019
	20 January 2020
	18 May 2020

CHIEF OFFICERS' REMUNERATION COMMITTEE	14 October 2019 (13:00 Tywi)
	27 April 2020 (13:00 Tywi)
LOCAL PENSION BOARD (14:00 Caer Suite)	08 July 2019
	18 November 2019
	09 March 2020
CORPORATE BUDGET PLANNING EVENTS (Caer Suite)	
	17 June 2019 (10:00 – 12:00)
	29 July 2019 (13:00 – 15:00)

- 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 10:30