

The report is Not Exempt

The report is for Decision

REPORT TO: ANNUAL GENERAL MEETING

**MEETING DATE: 05 June
2019**

**SUBJECT: ATTENDANCE AND REPRESENTATION AT THE AUTHORITY'S
STANDING CONFERENCES AND OTHER EVENTS**

SUMMARY

Attached at Appendix 1 is the schedule of Authority Standing Conferences, external Training and Development Seminars and Memorial Services, including a list of previous attendees. Members are requested to determine their representation at these events for 2019/20.

RECOMMENDATIONS:

It is recommended that:

- i) Members approve in principle attendance for 2019/20 at the Authority's Standing Conferences, external Training and Development Seminars and Memorial Services.
- ii) Members reaffirm 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.

REPORT APPROVAL

Clerk/Monitoring Officer:

**Comments: Approved
Date: 20.05.19**

Relevant Director:

**Comments: Not Applicable
Date:**

**Section 151 Officer
/Treasurer:**

**Comments: Approved
Date: 22.05.19**

**Chief Fire Officer/ Deputy
Chief Fire Officer**

**Comments: Approved
Date: 23.05.19**

BACKGROUND PAPERS USED IN PREPARATION OF THIS REPORT:

Schedule of Standing conferences approved at the 2018 Annual General Meeting.

Presenting the Report:

Dave Daycock
Clerk/Monitoring Officer to the Fire
Authority

Report Author(s) and Designation

Julie Owens
Democratic Services Officer

Date original report written

07/05/2019

Mae'r Adroddiad Heb ei eithrio

Mae'r Adroddiad AR GYFER PENDERFYNIAD

**ADRODDIAD I'R: CYFARFOD CYFFREDINOL
BLYNYDDOL**

**DYDDIAD Y CYFARFOD: 05
Mehefin 2019**

**TESTUN: PRESENOLDEB A CHYNNRYCHIOLAETH YNG NGHYNADLEDDAU
SEFYDLOG YR AWDURDOD A DIGWYDDIADAU ERAILL**

CRYNODEB:

Yn amgaeedig yn Atodiad 1 ceir rhestr o Gynadleddau Sefydlog yr Awdurdod, Seminarau Hyfforddi a Datblygu allanol a Gwasanaethau Coffa, yn cynnwys rhestr o'r mynychwyr yn y gorffennol. Gofynnir i'r Aelodau i benderfynu ar gynrychiolwyr i fynychu'r digwyddiadau yma yn 2019/20.

ARGYMHELLION:

- i) Bod yr Aelodau'n cymeradwyo, o ran egwyddor, presenoldeb yng Nghynadleddau Sefydlog yr Awdurdod, Seminarau Hyfforddi a Datblygu allanol a Gwasanaethau Coffa yn 2019/20.
- ii) Bod yr Aelodau'n ail-gadarnhau'r polisi presennol mewn perthynas â chynrychiolaeth, sef bod y penderfyniad terfynol ynghylch cynrychiolaeth yn cael ei ddirprwyo i'r Cadeirydd a'r Prif Swyddog Tân ar y cyd, a'i fod yn cael ei wneud unwaith y derbynir y rhaglen ar gyfer pob cynhadledd, yng ngoleuni eu perthnasedd i anghenion y Gwasanaeth.

CYMERADWYO'R ADRODDIAD

Clerc: Sylwadau: Cymeradwywyd

Dyddiad: 20.05.19

Cyfarwyddwr:

Sylwadau: Ddim yn gymwys

Dyddiad:

Cyllid/Trysorydd:

Sylwadau: Cymeradwywyd

Dyddiad: 22.05.19

**Prif Swyddog Tân / Dirprwy
Brif Swyddog Tân**

Sylwadau: Cymeradwywyd

Dyddiad: 23.05.19

PAPURAU CEFNDIR A DDEFNYDDIWDYD WRTH BARATO'I'R ADRODDIAD HWN:

Rhestr o Gynadleddau Sefydlog, a gymeradwywyd yng Nghyfarfod Cyffredinol Blynyddol 2018.

Yn cyflwyno'r Adroddiad:

Dave Daycock

Clerc/Swyddog Monitro i'r Awdurdod Tân

Awdur(on) yr Adroddiad a'u Swyddi

Julie Owens

Swyddog Gwasanaethau Democrataidd

Dyddiad yr ysgrifennwyd yr adroddiad
gwreiddiol

07/05/2019

**REPORT TO THE ANNUAL GENERAL MEETING
05 JUNE 2019
ATTENDANCE AND REPRESENTATION AT THE AUTHORITY'S STANDING
CONFERENCES AND OTHER EVENTS**

1 Summary

- 1.1 Attached at Appendix 1 is the schedule of Authority Standing Conferences, external Training and Development Seminars and Memorial Services, including a list of previous attendees. Members are requested to determine their representation at these events for 2019/20.

2 National/Wales Position

- 2.1 All Fire Authorities are represented by their Members at conferences, development seminars and memorial services.

3 Mid and West Wales Fire and Rescue Service Current Position

- 3.1 Members attend Standing Conferences and external training events in order to gain a broader understanding of issues affecting Fire Authorities and to meet and interact with colleagues in other Fire Services, or to be updated regarding current Fire and Rescue issues. Members also attend memorial services as a mark of respect and remembrance for fallen firefighters.

Members are requested to consider the conferences and other events they would wish to attend in 2019/20 as set out in Appendix 1. Consideration should also be given whether to re-affirm the existing policy of delegating the final decision as to representation at an event to the Chair and Chief Fire Officer jointly, to be made once the programme has been received, enabling them to evaluate it in the context of its relevance to the Service.

4 Proposal

- 4.1 That Members consider whether to agree representation at the events in question.

5 Financial/Procurement Implications

- 5.1 All financial impacts of this report are contained within existing budgets.

6 Risk Assessment/Legal Implications

- 6.1 Members will be covered by the Fire Authority insurance for these events.

7 Equality and Diversity Including Welsh Language

- 7.1 There are no Equality and Diversity implications associated with this report.

8 Human Resource and People Development

- 8.1 Attendance at events enables a wider development of Members' understanding of key issues regarding the operation and role of the Fire and Rescue Service.

9 Information and Communications Technology (ICT)

9.1 There are no ICT implications associated with this report.

10 Estates

10.1 There are no Estates implications associated with this report.

11 Service Delivery

11.1 Greater understanding of issues should enhance decision making, thereby leading to improved Service Delivery.

12 Fire Authority Governance

12.1 Attendance at Standing Conferences, external Training and Development Seminars and Memorial Services is a requirement as set out within Members' role descriptions.

13 Consultation & Communication

13.1 Considered not relevant to this report.

14 Evaluation

14.1 Considered not relevant to this report.

15 Well-being of Future Generations (Wales) Act 2015

15.1 Attendance at Standing Conferences, external Training and Development Seminars and Memorial Services supports the aspirations of the Wellbeing of Future Generations (Wales) Act 2015.

16 Data Protection and Privacy Issues

16.1 There are no Data Protection or Privacy implications associated with this report.

17 Recommendations

17.1 It is recommended that:

- i) Members approve in principle attendance for 2019/20 at the Authority's Standing Conferences, external Training and Development Seminars and Memorial Services.
- ii) Members reaffirm 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.

FIRE AUTHORITY STANDING CONFERENCES			
Date	Event	Representation 2018/2019	Nominations for 2019/20
TBC – Autumn 2019	WLGA Annual Conference	Chair of the Fire Authority – Cllr R Rees-Evans	Chair of Fire Authority
TBC (Spring 2020)	LGA Annual Fire Conference and Exhibition	Chair of the Fire Authority – Cllr R Rees-Evans	Chair of Fire Authority

EXTERNAL TRAINING AND DEVELOPMENT SEMINARS/CONFERENCES

Date	Event	Representation 2018/2019	Nominations for 2019/20
November 2019	CIPFA Cymru Wales Annual Conference	Officer representation only due to Member unavailability	Chair of Resource Management Committee

MEMORIAL SERVICES

Date	Event	Representation 2018/2019	Nominations for 2019/20
09 September 2018	The Annual Service of Remembrance & Wreath Laying Ceremony	Colour Party	Chair of the Fire Authority