

## **NORTH WALES FIRE AND RESCUE AUTHORITY EXECUTIVE PANEL**

Minutes of the Executive Panel Meeting of the North Wales Fire and Rescue Authority held on 16 July 2018 at Fire and Rescue Headquarters, St Asaph. Meeting commenced at 10am.

### PRESENT

#### Councillors:

M Ll Davies (Chair)	Denbighshire County Council
B Blakeley	Denbighshire County Council
V Gay	Flintshire County Council
R Griffiths	Anglesey County Council
J B Hughes	Gwynedd Council
E W Jones	Anglesey County Council
P R Lewis	Conwy County Borough Council
R E Parry	Conwy County Borough Council
R Roberts	Wrexham County Borough Council

### ALSO PRESENT:

S A Smith (Chief Fire Officer and Chief Executive); K Finch (Treasurer); C Everett (Clerk); R Fairhead (Assistant Chief Fire Officer); S Morris (Assistant Chief Officer); T Williams (Corporate Communications Manager); A Davies (Minute Taker).

### 1. APOLOGIES

Cllr M Bateman	Flintshire County Council
Cllr A Davies	Denbighshire County Council
Cllr M Dixon	Wrexham County Borough Council
Cllr A Tansley	Conwy County Borough Council
Cllr G Williams	Gwynedd Council

### 2. DECLARATIONS OF INTERESTS

- 2.1 Colin Everett declared an interest in the report on appointment of monitoring officer/clerk and deputy clerk.

### 3. NOTICE OF URGENT MATTERS

- 3.1 Grass fires – ACFO Fairhead gave members an update on the spate of grass fire incidents as a result of the hot weather. In the last three weeks, the Service had attended 358 secondary fires, firefighters had spent a total of 1,782 hours at the incidents and the cost is estimated to be between £106,000 - £178,000.

- 3.2 It was noted that letters of appreciation will be sent to employers of retained firefighters who have been released from their primary employment to assist with the work.
- 3.3 Members wished to put on record their thanks to all staff and officers who had been involved with the grass fire incidents. In terms of financial assistance, members asked whether the WG would contribute towards the cost and the CFO confirmed that he will explore this possibility. The Treasurer confirmed that there could be an impact on the Reserves at the end of the financial year.
- 3.4 In light of the cost mentioned above, the Clerk commented that the Authority's capacity to deal with the "unknowns" that can arise mid-year needs to be considered and this should be taken into account in considering future budgets and the risk involved.
- 3.5 **RESOLVED to note the update and that a report will be submitted to the next Executive Panel meeting about the financial impact of the incidents.**

#### 4 MINUTES OF THE MEETING HELD ON 14 MAY 2018

4.1 The minutes of the last meeting were submitted for approval.

4.2 **RESOLVED to approve the minutes as a true and correct record.**

#### 5. MATTERS ARISING

5.1 There were no matters arising.

#### 6. GOVERNANCE AND FINANCE ARRANGEMENTS FOR FRAs IN WALES

6.1 The CFO informed members that the meeting scheduled with the Cabinet Secretary in early July had been postponed; the next meeting will now be held in September. Following the two senior academics' meetings with representatives at all three FRAs, a feedback report had now been compiled and shared with the Cabinet Secretary.

6.2 The Clerk commented that in light of the local authorities' reorganisation map being withdrawn at the WLGA conference, it may be possible to include the FRAs' future governance matter in the all-Wales working group which is to be established to look at the future of local government in Wales.

6.3 **RESOLVED to note the update.**

## 7. NORTH WALES FIRE AND RESCUE AUTHORITY'S PUBLIC CONSULTATION 2018

- 7.1 ACO Morris presented the report which summarised the progress being made in relation to the Authority's forthcoming public consultation on its budget-setting intentions for 2019/20.
- 7.2 Members asked whether a briefing will be given to councillors across all six local authorities in order to ensure that they all have the opportunity to understand the consequences of the consultation options. The CFO confirmed that he has spoken to all six chief executives and emphasised that a briefing to all councillors would be beneficial; members were asked to encourage this at their council and that they also attend the meeting to demonstrate support.
- 7.3 Members were firmly of the opinion that it is important that councillors and the public realise the consequences of the options; there may be an increase in council tax bills to cover the councils' contribution costs to the FRA but if this is not considered acceptable to the councils and the public then the FRA will have to consider more radical options such as closing stations in order to maintain and stay within a balanced budget.
- 7.4 **RESOLVED to note the contents of the report and that a copy of the consultation document will be sent to members prior to publication.**

## 8. EUROPEAN UNION GENERAL DATA PROTECTION REGULATION AND UK DATA PROTECTION ACT 2018

- 8.1 ACO Morris informed members of progress made in relation to the Service's compliance with the European Union (EU) General Data Protection Regulation (GDPR) and the United Kingdom (UK) Data Protection Act 2018.
- 8.2 It was noted that progress continues towards ensuring the Authority's full compliance with the new data protection legislation. As more guidance is issued by the Information Commissioner's Office, so work is completed to amend or introduce new processes and procedures.
- 8.3 Members were introduced to Brian Mottershead who has been appointed as the Data Protection Officer for the Service. It was noted that all members will receive a briefing on the GDPR prior to the Authority meeting in September.
- 8.4 **RESOLVED to note and approve the progress made by the Service towards complying with the new data protection legislation.**

Colin Everett left the meeting whilst the following item was discussed.

9. APPOINTMENT OF MONITORING OFFICER/CLERK AND DEPUTY CLERK

9.1 The CFO presented the report which sought members' approval to enter into a competitive procurement process for the provision of a Monitoring Officer/Clerk and Deputy Clerk to North Wales Fire and Rescue Authority (the Authority) from 1 April 2019.

9.2 Members noted that the current contract for the provision of monitoring officer/clerk and deputy clerk to the Authority comes to an end on 31 March 2019. The Authority will therefore need to enter into a competitive procurement process for the provision of these roles from 1 April 2019. Under the terms of the Authority's constitution, the full Authority will be required to approve the appointment of the monitoring officer following the recommendation of such an appointment by a committee and before an offer of an appointment is made to him/her. It is likely that the appointments panel will consist of one Executive Panel member from each local authority as has been the process with senior appointments in the past.

9.3 **RESOLVED to**

- (i) note the statutory requirement for the Authority to appoint a monitoring officer;**
- (ii) approve the commencement of a competitive procurement process for the provision of a monitoring officer/clerk and deputy clerk from 1 April 2019.**
- (iii) note that the appointment will require approval by the full Authority in accordance with its constitution.**