

Report to	North Wales Fire and Rescue Authority Annual meeting
Date	17 July 2022
Lead Officer	Monitoring Clerk – Gareth Owens
Contact Officer	Monitoring Clerk - Gareth Owens
Subject	Meeting Dates 2023-25



PURPOSE OF REPORT

1. To inform Members of the dates for meetings of the full Fire and Rescue Authority, Executive Panel and Audit Committee for 2023-24.

EXECUTIVE SUMMARY

2. Dates for meetings of the full Fire and Rescue Authority, Executive Panel and Audit Committee are as shown in paragraphs 7-11 of this report.

RECOMMENDATION

3. It is recommended that Members:
 - i) agree the dates for meetings of the Fire and Rescue Authority, Executive Panel and Audit Committee; and
 - ii) agree for the constitution to be amended to reflect the fact that the Annual Meeting needs to take place in July, not June as currently specified.

INFORMATION

Fire and Rescue Authority

4. The Standing Order 4(2) of the North Wales Fire and Rescue Authority's (the Authority) Standing Orders says:

"Meetings of the Authority shall take place a minimum of four times per year and the annual meeting shall take place no later than June. These meetings will take place in accordance with a schedule of meetings published by the Authority unless otherwise determined by the Chair in consultation with the Clerk and Chief Fire Officer."

5. Members will be aware that this meeting is, of course, in July. This is so that meetings of the Executive Panel and Audit Committee can be sequenced to fit around the budget process. The Constitution therefore should be amended to reflect the fact that the annual meeting needs to take place in July.

6. Dates for the NWFRA meetings are scheduled as follows:

Monday 16 October 2023
Monday 22 January 2024
Monday 15 April 2024
Monday 15 July 2024
Monday 21 October 2024
Monday 20 January 2025
Monday 21 April 2025
Monday 21 July 2025

Executive Panel and Audit Committee meetings

7. Audit Committee will be held at 9.30am and the Executive Panel at 2pm on the same day as below:

Monday 18 September 2023
Monday 18 December 2023
Monday 18 March 2024
Monday 17 June 2024
Monday 16 September 2024
Monday 16 December 2024
Monday 17 March 2025
Monday 16 June 2025

IMPLICATIONS

Wellbeing Objectives	Not considered relevant
Budget	Not considered relevant
Legal	Meetings are held in accordance with the NWFRA's Standing Orders and relevant terms of reference Members are expected to abide by their code of conduct at all times
Staffing	Not considered relevant
Equalities/Human Rights/ Welsh Language	All meetings of the Fire and Rescue Authority are equalities compliant
Risks	Not considered relevant