

## APPENDIX C

Dear Colleague

### Appointments to North Wales Fire and Rescue Authority

Following the local government elections I am inviting you to nominate Councillors to represent your council on the North Wales Fire and Rescue Authority.

The number of appointments required by your Council is (this number varies six per authority and needs to be set out).

Appointments to the Fire and Rescue Authority are made in accordance with Part III of the Schedule to the North Wales Fire Services (Combination Scheme) Order 1995 No. 3218. Under paragraph 13 of the Schedule to the 1995 Order "a member of the authority shall come into office on the date of his appointment and shall, subject to paragraphs 14 to 16, hold office for such period or periods as shall be determined by the constituent authority which appoints him".

I should therefore be grateful if you could, when appointing your representatives, specify the period of their appointments. The current arrangements across the six authorities range from appointments for the whole electoral cycle (which of course could be five years and not four years for this term) to annually renewable appointments.

I would advise that the political balance requirements of Part I of the Local Government and Housing Act 1989 will apply to these appointments. Whether appointments fall to be made by your council or by your cabinet/board will depend on how your constitution assigns the function of making appointments in paragraph 19 of Schedule 2 to the Local Authorities Arrangements (Functions and Responsibilities) (Wales) Regulations 2001 No. 2291.

It would be appreciated if you could notify me of your council's appointments as soon as they have been made, and no later than your AGM or the end of May (depending on which appointment route and date comes first) including the preferred address to which papers should be sent for each member.

At its Annual Meeting the Fire and Rescue Authority will consider whether it will appoint members to its committees by applying political balance requirements. If, as in the past, the Authority decides not to apply these requirements it will fall to the constituent authority to appoint, from amongst its representatives, two members to serve on the Authority's Executive Panel. I will be advising that the Authority should not apply political balance within its constitutional

arrangements so please assume that you will need to indicate which of your members are to serve on the Panel. Those members not appointed to the Executive Panel will automatically become members of the Audit Committee.

For your information, the Fire and Rescue Authority's Annual Meeting will be held at Anglesey County Council at 10.30am on 18th June 2012. The Induction for new and returning members will be held on 14th June 2012 at the OpTic, St Asaph Business Park. Please notify your nominees of these dates.

If you require any further information please do not hesitate to contact me.

Yours sincerely

Colin Everett  
Clerc/Clerk