

Report to	North Wales Fire and Rescue Authority
Date	19 October 2026
Lead Officer	Gareth Owens, Clerk
Contact Officer	Gareth Owens, Clerk (01745 535286)
Subject	Refresh of Constitution



PURPOSE OF REPORT

- 1 To approve minor changes and corrections to the constitution.

EXECUTIVE SUMMARY

- 2 The Authority publishes its constitution which contains the key rules governing how it functions. The content of the constitution was last reviewed in 2021 and since then minor amendments have been made.
- 3 We have reviewed the document to ensure that all those amendments have been captured. We have also undertaken a comprehensive re-translation of the document to ensure that the sense of the document is preserved and that piecemeal changes to the English document haven't resulted in sections in the Welsh document that no longer make sense

RECOMMENDATIONS

- 4 It is recommended that Members:
 - i) **Approve the changes to constitution as shown in Appendix 1**

OBSERVATIONS FROM THE EXECUTIVE PANEL/AUDIT COMMITTEE

- 5 This report has not previously been considered by Members.

BACKGROUND

- 6 As a matter of good practice, the FRA publishes a constitution which contains the key documents underpinning its governance. The document sets out the democratic structure, terms of reference for committees, contract procedure rules etc.

- 7 The document was comprehensively reviewed in 2021, and the FRA took the opportunity at that time to look and reconsider its processes. Since then, the FRA has approved a number of minor amendments e.g. changes to the terms of reference for the Local Pension Board or most recently the changed in designation of the s.151 officer

INFORMATION

- 8 Officers have refreshed the text to ensure that:
- a. the document reflects all the changes that have been approved
 - b. to remove any lingering examples of gendered language
 - c. to correct some formatting errors
 - d. to tighten wording without changing the sense or meaning
- 9 Approved changes to the constitution have primarily been made to the English text as this is the clerk's first language. Minor amendments to the English text may not necessarily translate directly in Welsh. Sometimes a more comprehensive change is required to respect the different grammar and sentence structures in Welsh so that the language remains coherent. We have therefore undertaken a comprehensive re-translation from the English to ensure that piecemeal changes in English haven't unintentionally affected the sense or drafting in Welsh. This has the extra benefit of ensuring that the Welsh and English documents each express exactly the same thing in their respective language.
- 10 The refreshed document is attached showing tracked changes at Appendix 1 and as a clean copy at Appendix 2.

IMPLICATIONS

Wellbeing Objectives	Considered not relevant
Budget for 2025/26	The translation costs are within budget.
Legal	The FRA, unlike constituent councils, is not required to publish a constitution. However, it does publish such a document as a matter of good practice.
Staffing	Considered not relevant
Equalities/Human Rights/ Welsh Language	As indicated within the report we have taken steps to ensure that the Welsh language is respected.
Risks	Considered not relevant