

Minutes of the APSE Wales Annual General Meeting 2024

Wednesday 10 July 2024, 13.00 – 13.20, Metropole Hotel, Llandrindod Wells

1. A welcome to the meeting was provided by Cllr Andrea Lewis of Swansea Council before handing the first item of business to Mo Baines, APSE Chief Executive. Cllr Lewis thanked the meeting for their attendance and noted the apology of Cllr Michael Michael, Cllr Steve Hunt and Alex Ellis for their absence.
2. **Appointment of APSE Wales Chair 2024/2025**
Cllr Andrea Lewis of Swansea Council, proposed by Chris Cutforth of Swansea Council and seconded by Cllr Mark Wilson of Vale of Glamorgan Council, floor moved and appointment agreed.
3. **Appointment of APSE Wales Vice-Chair 2024/2025**
Cllr Mark Wilson of Vale of Glamorgan Council proposed by the Chair and seconded by Matt Wakelam of Cardiff Council, floor moved and appointment agreed.
4. **Appointment of APSE Wales Secretary 2024/2025**
Chris Cutforth of Swansea Council, proposed by the Chair and seconded by Dave Hughes of Flintshire Council, floor moved and appointment agreed.
5. **Appointment of additional National Council members for 2024/2025**
The nominations for additional national council members were Matt Wakelam, Cardiff City Council, and Cllr Mark Wilson of Vale of Glamorgan Council. The meeting affirmed the appointments from the floor.
6. **Appointment of National Council substitute for 2024/2025**
Cllr Dave Hughes of Flintshire County Council was proposed as a substitute for National Council by the Chair and seconded by Cllr Mark Wilson of Vale of Glamorgan Council, floor moved and appointment agreed.

Nominations for the new Advisory Group Chairs and Secretaries were taken en bloc and agreed:

7. **APSE Wales – Housing, Sustainability and Community Support**
Chair: Cllr Steve Hunt, Neath Port Talbot Council
Secretary: Alex Ellis, Flintshire County Council
8. **APSE Wales – Health and Wellbeing**
Chair: vacancy
Secretary: Chris Cutforth, Swansea Council

9. **APSE Wales – Neighbourhood Services**

Chair: Cllr Michael Michael, Cardiff City Council
Secretary: Matt Wakelam, Cardiff City Council

10. **Appointment of Treasurer for 2024/2025**

Chris Cutforth of Swansea Council and Dave Hughes of Flintshire County Council were nominated as Treasurers by the Chair and seconded by Matt Wakelam of Cardiff Council. Meeting affirmed.

11. **Appointment of auditor for 2024/2025**

Mo Baines detailed that the accounts were now centralised and part of that audit. However, APSE Wales retains a bank account.

12. It was noted that whilst the APSE advisory groups and strategic forums are the property of the APSE Annual General Meeting Wales currently holds two positions and the meeting was asked to confirm its support to nominate representatives to two groups to go forward to the APSE Annual General Meeting 2024. The meeting **AGREED** the following nominations:-

- I. Advisory Group Chair: (Currently Cemeteries and Crematoria) **Cllr Dave Hughes, Flintshire County Council.**
- II. Strategic Forum Chair: (Currently Service Transformation) **Cllr Andrea Lewis, Swansea Council**

8. Mo Baines, APSE Chief Executive, presented a Finance Report to the meeting on APSE Wales. There were no questions raised to the Finance Report and on being put to the meeting the report was **AGREED**.

9. Whilst a full Annual Report of the Association will be presented to the APSE AGM in September, which this year will be held in Bristol, Mo Baines, presented a brief update to confirm the successful implementation of a new ESG (Environmental Social and Governance) framework to reflect the direction of travel amongst APSE Member Councils. All member councils were encouraged to attend the APSE AGM in Bristol in September, to showcase the innovation within local government.

10. Matt Ellis, APSE Principal Advisor for Wales, provided a summary update on the work of APSE Wales, noting the membership had valued contributions to both in-person and online events including homelessness support, trees and woodland strategies, performance management and ongoing work with the APSE research programme. Matt Ellis tabled the membership report and confirmed that 16 councils in Wales are full APSE members at the end of March 2024, with one associate member, The North Wales Police and Crime Commissioner.

11. There being no proposed changes to APSE Wales Constitution or motions received, and no further competent business to deal with the meeting closed with a thank you to delegates provided by Cllr Andrea Lewis, APSE Wales Chair.

The meeting closed at 13.20

