



May 2025

To all APSE Wales member contacts

Dear Colleagues

APSE Wales FREE Member Event and Annual General Meeting 2025

Tuesday 17 June, 10.00 to 15.00; Lord Mayor's Reception Room, Swansea Guildhall, SA1 4PE

I write to invite you to attend the APSE Wales Annual General Meeting (AGM) 2025. This meeting will be held at the Lord Mayor's Reception Room, Swansea Guildhall, SA1 4PE.

Incorporating the AGM, APSE is holding a special seminar – FREE to attend for members – called 'Affordable homes fit for the future'. Our sessions will bring together local authority leaders, HR professionals, policy experts and frontline voices to explore innovative recruitment strategies, inclusive employment practices, and career development opportunities that benefit both councils and local communities. We'll spotlight real-life examples of what's working across Wales and beyond. We'll also delve into the importance of strong industrial relations, with practical discussions on how to foster productive, respectful partnerships with frontline staff and trade unions.

All APSE Wales members can attend this event FREE of charge. [Speakers and booking information can be found here.](#)

Lunch will be provided for all seminar and AGM delegates at the rise of the AGM at around 13.15 allowing an opportunity for networking amongst our council colleagues from across APSE Wales.

Date and time: Tuesday 17 June 10.00-15.00. (The AGM will begin at 12.55 prompt).

Lord Mayor's Reception Room, Swansea Guildhall (Once registered to attend you will receive an Outlook invite).

I attach a copy of the agenda.

The following items may be downloaded from the APSE Website:

- [APSE Constitution](#)
- [APSE Wales Constitution](#)
- [Minutes of the Annual General Meeting held on 10 July 2024](#)

Please ensure your authority is represented at the APSE Wales AGM. We particularly welcome the involvement of elected members. The AGM is open to all councillors, officers and trade union representatives from APSE member authorities and organisations.

In line with the democratic nature of APSE, all the positions set out in the enclosed papers are open to all member authorities. In addition, the following positions are subject to allowances:

- APSE Wales Chair
- Neighbourhood Services Chair
- Health and Wellbeing Chair
- Housing, Sustainability and Community Support Chair

If you wish to put a motion before the AGM or you wish to propose an amendment to the Wales Constitution, these must be received by **Tuesday 17 June**. Please send any motions or proposed amendments to Matt Ellis on mellis@apse.org.uk. A two-thirds majority is required for any constitutional amendments.

Please confirm your attendance [using this link](#)

Agenda

1. Welcome to meeting

Cllr Andrea Lewis, APSE Wales Chair 2024-2025

2. Apologies for absence

3. Minutes of the AGM for 2024

4. APSE Wales – Proposed changes or motions

5. Matters arising

6. Elections

- i. APSE Wales Chair
- ii. APSE Wales Vice-Chair
- iii. APSE Wales Secretary
- iv. Additional National Council Members (2 in addition to Chair and Secretary)

*NB. APSE's AGM elects representatives from across its UK member authorities to act as advisory group or strategic forum chairs. In the interests of geographic, political and gender balance APSE Wales will ask for nominations for **two** positions at its' AGM to ensure that APSE Wales is able to put forward nominations to the AGM in September 2025. The nominations for Advisory Group and Strategic Forum chairs is the property of APSE's AGM.*

- v. National Council Substitute
- vi. Treasurer
- vii. APSE Wales Advisory Group Chair – Neighbourhood Services
- viii. APSE Wales Advisory Group Secretary – Neighbourhood Services
- ix. APSE Wales Advisory Group Chair – Health and Wellbeing
- x. APSE Wales Advisory Group Secretary – Health and Wellbeing
- xi. APSE Wales Advisory Group Chair – Housing, Sustainability and Community Support
- xii. APSE Wales Advisory Group Secretary – Housing, Sustainability and Community Support

7. Finance Report and APSE Wales Accounts 2024-2025

Mo Baines, APSE Chief Executive

8. Annual Report of the Association

Mo Baines, APSE Chief Executive

9. Annual Report of the Association in Wales

Matt Ellis, APSE Principal Advisor

10. Any other business

11. Closing remarks

Please confirm your attendance [using this link](#)

And please do forward the link to colleagues in your council!

Matt Ellis, APSE Principal Advisor for Wales

On behalf of Cllr Andrea Lewis, APSE Wales Chair and

Chris Cutforth, APSE Wales Secretary