

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE HR & EQUALITIES MEETING HELD ON MONDAY, 26 JANUARY 2015 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS

24. PRESENT:

Councillor	Left	Authority
S J Jones (Chair)		Rhondda Cynon Taff
M Rahman (Deputy Chair)		Newport
S Bradwick		Rhondda Cynon Taff
C Elsbury		Caerphilly
E Galsworthy	1:05pm	Merthyr Tydfil
R McKerlich	12:45pm	Cardiff
B Morgan		Rhondda Cynon Taff
G Phillips	12:00pm	Cardiff
M Powell		Monmouthshire

APOLOGIES:

P Drake		Vale of Glamorgan
E Hacker		Vale of Glamorgan
A Jones		Torfaen
J Morgan		Blaenau Gwent
S Pickering		Rhondda Cynon Taff

ABSENT:

P Seaborne		Torfaen
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OFFICERS PRESENT: ACO P Haynes – Director of People Services; T/AM Ian Greenman – Head of Training & Development; Mr C Powell – Head of Business Support; Mrs C Baldwin – Welsh Language Officer; Cary Wood Duffy – Diversity Officer

25. DECLARATIONS OF INTEREST

Each Member declared a personal non-prejudicial interest in each agenda item which affected their Authority.

Senior Officers present declared a personal interest in Agenda Items 9 (Minute No. 32) and 12 (Minute No. 35) and undertook to leave the room at the appropriate point of the meeting.

26. MINUTES OF PREVIOUS MEETING

The minutes of the HR & Equalities meeting held on 13 October 2014 were received and accepted as a true record of proceedings.

27. SOUTH WALES FIRE & RESCUE SERVICE TRAINING PLANNER 2015-2016

The Director of Human Resources highlighted the good work that is being carried out at the Training Centre to keep professional standards as high as they are, evidenced by the multitude of first place and runners up awards teams from the Service have received in a number of disciplines.

The Head of Training & Development provided members with a comprehensive report on the organisational structure and functions within the Training and Development Department and the range and number of courses that are programmed to be facilitated in 2015/2016.

The Chair thanked the Head of Training & Development for his informative update.

A question and answer session took place on various aspects of training carried out at Cardiff Gate.

RESOLVED THAT

Members of the Committee agreed to note the contents of the report.

28. COMPARTMENT FIRE BEHAVIOUR TRAINING - PRESENTATION

Members received a presentation from the Head of Training & Development on Compartment Fire Behaviour Training (CFBT) which covered the current CFBT Training facilities at Cardiff Airport and Pontyclun, proposed new CFB training facilities at Cardiff Airport and Cardiff Gate and the current training programme and proposed future for CFBT.

The Chair thanked the Head of Training & Development for his detailed presentation.

A question and answer session followed in relation to making the public aware of their own actions at such incidents, and the value for money this training provides.

RESOLVED THAT

Members of the Committee agreed to note the contents of the report.

29. TRAINING & DEVELOPMENT DEPARTMENT - REPORT ON THIRD PARTY INCOME

The Head of Training & Development gave Members a briefing on Third Party Income Generation which is one of the ways in which SWFRS can use existing skills, expertise and services to provide additional funding, and elaborated on Third Party Income generation projects currently underway.

Some aspects of the report were discussed.

RESOLVED THAT

Members of the Committee agreed to note the contents of the report.

30. STRATEGIC EQUALITY PLAN - 1 APRIL 2015 TO 31 MARCH 2020

The Diversity Officer advised Members that the Service is required under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to publish a Strategic Equality Plan, and ran through the proposed Strategic Equality Plan which is due to be implemented from 1 April 2015 to 31 March 2020. The new format of the Plan is easier to read and clearly linked to corporate and Wales specific duties.

The Chair thanked the Diversity Officer for her detailed description on what is an excellent Plan.

RESOLVED THAT

Members of the Committee agreed to note the contents of the report.

31. ANNUAL EQUALITY REPORT FOR THE PERIOD 1 APRIL 2013 TO 31 MARCH 2014

The Diversity Officer advised that the Service is required under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to publish an Annual Equality Report for the period 1 April to 31 March every year.

This Annual Equality Report meets the Service's legal duty to publish a report that demonstrates our progress and compliance against the

General Equality Duty and Wales Specific Equality Duties and is focused primarily on data as well as what we have done during the period 1 April 2013 to 31 March 2014.

Councillor Rahman commented that it was a very good report, but had a query in relation to Service data contained within page 59 under Race. After discussion, it was agreed to omit the words "(all excl. Welsh & English)" from the Service Data table.

RESOLVED THAT

31.1 Members of the Committee agreed to note the contents of the report.

31.2 The diversity Officer to make the agreed amendment to the Service Data table.

32. SOUTH WALES FIRE & RESCUE AUTHORITY ANNUAL PAY POLICY STATEMENT

Officers left the room with the exception of ACO People Services who presented the report prior to leaving the meeting.

ACO People Services advised that Annual Pay Policy Statements must be prepared and approved before the end of 31 March of each year, immediately preceding the financial year to which it relates. Previous years has seen the Pay Policy Statement being resubmitted to Committee at every change, whether major or minor. The report is requesting that Members agree to the change of date for the next meeting from 20 April 2015 to 23 March 2015 in order that any comments by Fire & Rescue Authority, at its meeting on 16 March 2015, can be incorporated. The final Statement will be brought back for Committee's consideration and agreement at its meeting on 23 March 2015, prior to being published by 31 March 2015. The HR&E meeting schedule for future years will be amended to reflect this change.

ACO People Services left the room. Members considered and agreed to the request to move the meeting.

Councillor G Phillips left the meeting.

RESOLVED THAT

32.1 Members reviewed the South Wales Fire & Rescue Authority's Pay Policy 2015/16 Statement

32.2 Members recommend the 2015/16 Pay Policy Statement to the Fire & Rescue Authority for publication by 31 March 2015.

32.3 Members agreed to the movement of the HR & Equalities Committee from 20 April 2015 to 23 March 2015, to address the issues relevant to the 2015 Municipal Year.

Officers rejoined the meeting.

33. ANNUAL REPORT OF THE WORK OF THE HR AND EQUALITIES COMMITTEE

Members considered the contents of the report and noted the work undertaken by the HR & Equalities Committee over the last 12 months.

RESOLVED THAT

Members noted the work of the HR & Equalities Committee in the Municipal Year 2014/15.

34. FIREFIGHTERS PENSION SCHEMES - GOVERNANCE APRIL 2015

ACO People Services advised that under the Public Services Pension Act (PSPA) 2013, Fire & Rescue Authorities now have a new set of responsibilities which requires that the Authority establish a Pension Board to discharge the duties relating to the Firefighters Pension Schemes which will take effect from 1 April 2015. Terms of Reference for the Pension Board will be considered by Committee at the next meeting now taking place 23 March 2015, to enable publication by 1 April 2015.

Discussion ensued on the constitution of the Pension Board, the Terms of Reference, the requirement for a neutral Chairperson and the lack of remuneration.

RESOLVED THAT

Members of the HR & Equalities Committee recommend to the Fire & Rescue Authority that:

34.1 A South Wales Fire and Rescue Local Pension Board be established to discharge the duties relating to the Firefighters Pension Schemes

- 34.2 The Board be responsible for ensuring good governance and compliance with requirements imposed by the Pensions Regulator.
- 34.3 The Board's Terms of reference be reported to the HR & Equalities Committee at their meeting on 23 March 2015, for agreement and confirmation.

35. SOUTH WALES FIRE & RESCUE AUTHORITY, PRINCIPAL OFFICERS AND HEADS OF SERVICE - EQUAL TREATMENT TERMS

Officers left the room with the exception of ACO People Services who presented the report prior to leaving the meeting.

ACO People Services presented the report previously requested by the HR & Equalities Committee on the equal pay and equal value term identified in the Pay Policy Statement.

ACO People Services left the meeting.

Members considered and discussed the report on the equal pay and equal value term previously identified in the Pay Policy Statement and agreed to bullet points two and three of the options outlined.

RESOLVED THAT

- 35.1 Members noted the perceived remuneration differentials identified in the South Wales Fire and Rescue Authority's Annual Pay Policy Statement.
- 35.2 Members determined to use existing internal mechanisms to address the inequalities that have been identified by increasing the salary levels of the effected groups to the base line level of their comparator but recognise that there needs to be an additional element of Member scrutiny.
- 35.3 Members to take independent advice to resolve the perceived remuneration differentials identified within the South Wales Fire and Rescue Authority's Annual Pay Policy Statement.
- 35.4 That a report is made to the Fire & Rescue Authority highlighting the issue, recommending how this Committee wish the matter to be dealt with and identifying the financial implications of the course of action recommended.

Officers rejoined the meeting.

Councillor R McKerlich left the meeting.

36. DRAFT RESPONSE TO WELSH LANGUAGE STANDARDS INVESTIGATION FEBRUARY 2015

The Welsh Language Officer advised Members of the outcome of the mapping exercise undertaken in response to a self assessment exercise that was required to be completed against the new Welsh Language Standards.

Members debated the level of welsh language translation required and agreed to the proposal put forward by Councillor S Bradwick to investigate the cost of producing a bilingual Fire & Rescue Authority main agenda.

RESOLVED:

36.1 Members noted the content of the report and agreed to the ACO People Services making a response on behalf of the Fire & Rescue Authority to the Welsh Language Commissioner in line with the observations and comments made in the Welsh Language Standards mapping exercise.

36.2 The Welsh Language Officer to investigate the cost of producing a bilingual Fire & Rescue Authority main agenda, for consideration at the next meeting.

Councillor E Galsworthy left the meeting.

37. FORWARD WORK PROGRAMME

The ACO People Services presented Members with the Forward Work Programme.

RESOLVED THAT

Members accepted the Forward Work Programme.

38. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIR DEEMS URGENT (PART 1)

There were no items of urgent business.