

**SOUTH WALES FIRE & RESCUE AUTHORITY**

**MINUTES OF THE HR & EQUALITIES MEETING  
HELD ON MONDAY, 28 FEBRUARY, 2022**

**HELD REMOTELY VIA STARLEAF CONNECTION**

**33. PRESENT:**

<b>Councillor</b>	<b>Left</b>	<b>Authority</b>
A Roberts (Deputy Chair)		Rhondda Cynon Taff
D Ali		Cardiff
M Colbran		Merthyr Tydfil
C Elsbury		Caerphilly
S Evans		Torfaen
G Holmes		Rhondda Cynon Taff
A Hussey		Caerphilly
H Jarvie		Vale of Glamorgan
D Naughton		Cardiff
H Thomas		Newport

**APOLOGIES:**

P Drake (Chair)		Vale of Glamorgan
S Malson		Torfaen
R Shaw		Bridgend
AM D Loader		Head of Training

**ABSENT:**

W Hodgins		Blaenau Gwent
A Lister		Cardiff

**OFFICERS PRESENT:-** ACO A Reed – Director of People Services, A Jones – Head of HR, GM B Thompson – Group Manager Training, Mrs S Watkins – Deputy Monitoring Officer & Head of Corporate Support

#### **34. DECLARATIONS OF INTEREST**

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

#### **35. CHAIR’S ANNOUNCEMENTS**

There were no Chair’s announcements to report.

#### **36. MINUTES OF PREVIOUS MEETING**

The minutes of the previous HR & Equalities meeting held on 24 January, 2022, were received and accepted as a true record of proceedings, subject to the following amendment:-

- Councillor Jarvie was in attendance.

#### **37. REPORTS FOR DECISION**

##### **37.1. GENDER PAY GAP REPORT**

The ACO People Services informed Members that under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 (the public sector Regulations), all public authorities were required to publish Gender Pay Gap information by reporting the percentage differences in pay between their male and female employees.

Public authorities must publish the required information based on data captured on the snapshot date of 31 March, within 12 months. Accordingly the deadline for publication is 30 March, 2022.

#### **RESOLVED THAT**

- 37.1.1 Members unanimously agreed to approve the 2021 Gender Pay Gap report attached to the report at Appendix 1, to be published by 30 March, 2022.

- 37.1.2 Officers agreed to provide Members with further data and analysis on BAME applications at a future meeting.

## **38. REPORTS FOR INFORMATION**

### **38.1 FIREFIGHTERS PENSION SCHEMES – WALES GOVERNMENT CIRCULARS 2021/2022**

The ACO People Services informed Members that under the terms of the Public Services Pension Act 2013, the Fire & Rescue Authority was the recognised Scheme Manager for Firefighters Pension Schemes.

Welsh Government issues regular communications to all Chief Fire Officers, Chairs, and Clerks of Fire & Rescue Authorities, electronically in a standard circular template. These e-mails and circulars could cover a variety of areas, including all aspects of Firefighters Pension Schemes, and have to be noted or actioned as appropriate.

#### **RESOLVED THAT**

- 38.1.1 Members agreed to accept the Welsh Government Firefighters' Pension Scheme Circulars and e-mails that had been received in the year 2021/2022.
- 38.1.2 Members agreed to note the actions that had been implemented for each of the circulars.

### **38.2 ANNUAL SUMMARY OF HR & TRAINING REPORTS 2021/2022**

The ACO People Services presented a report which informed Members of the work that the HR & Equalities Committee had undertaken during the Municipal Year 2021/2022.

#### **RESOLVED THAT**

- 38.2.1 Members agreed to note the work of the HR & Equalities Committee.
- 38.2.2 Following a question and answer session on the timeline for reporting on Socio Economic Duty,

Members noted that they would receive a report on the first year's performance in the new Municipal Year.

### **38.3 UPDATE ON LEARNING & DEVELOPMENT PATHWAYS**

The Head of HR informed Members that the presented report covered progress made against the Service's new approach to employee development, titled 'Learning & Development Pathways'. The report outlined the individual projects sitting under the pathways banner and potential timelines for implementation.

#### **RESOLVED THAT**

Members agreed to note the content of the report.

Officers took the opportunity to congratulate all staff at Cardiff Gate Training & Development Centre on continuing to deliver training courses throughout the Covid pandemic, which was considered a very difficult time for all concerned.

### **38.4 WELSH LANGUAGE STANDARDS UPDATE – JANUARY 2022**

The Head of HR informed Members that the presented report provided an overview of the current position with regards to meeting the legal requirements contained within the Welsh Language Standards Compliance Notice issued to the Fire & Rescue Authority by the Welsh Language Commissioner on 30 September, 2016.

#### **RESOLVED THAT**

- 38.4.1 Following a question and answer session on holding public meetings in the medium of Welsh, and potential costs, Members agreed to note the information contained within the report.
- 38.4.2 Officers agreed to provide Members with information on the overall percentage of the workforce who were fluent Welsh speakers.

## **38.5 RECRUITMENT, ATTRACTION & ENGAGEMENT STRATEGY**

The Head of HR presented a report which provided Members with an update in relation to the ongoing Recruitment, Attraction and Engagement Strategy.

### **RESOLVED THAT**

Following a lengthy question and answer session on recruitment issues and advertising opportunities, Members agreed to note the content of the report.

## **38.6 UPDATE ON FIREFIGHTER APPRENTICESHIPS**

On behalf of the Head of Training, Group Manager Thompson informed Members that in order to deliver the new Level 3 Emergency Fire Service Operations (Wales) Apprenticeships framework, the Welsh Fire & Rescue Services (WFRS) were required to secure the services of a Work-Based Learning (WBL) provider. South Wales Fire & Rescue Service (SWFRS) had secured the services of Cardiff & Vale College (CaVC) in order to achieve this, and would be acting as the sub-contractor for the delivery phase.

### **RESOLVED THAT**

Members agreed to note the content of the report.

## **39. FORWARD WORK PROGRAMME 2021/2022**

The ACO People Services provided Members with the Forward Work Programme for 2021/2022.

### **RESOLVED THAT**

39.1 Members agreed the content of the Forward Work Programme for 2021/2022.

39.2 Members also noted that they would receive a formal report on 'Brigade Managers Survey 2020', in the new Municipal Year.

**40. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRPERSON DEEMS URGENT (PART 1 or 2)**

There were no items of urgent business to discuss.