

Due to the current heightened security level at all our premises, Members are reminded to wear their identity badges whilst attending meetings. Any visitors must produce photographic identification at Reception.

FIRE & RESCUE AUTHORITY SUMMONS

SOUTH WALES FIRE & RESCUE AUTHORITY

You are required to attend a meeting of the South Wales Fire & Rescue Authority **To be held via StarLeaf - Access Code: 4371648364** on **Monday, 20 December 2021 at 1030 hours.**

Please ensure you join the meeting 15 minutes prior to meeting time

Any issues please contact
01443 232000 and ask for Member Services

A G E N D A

1. Apologies for Absence
2. Roll Call
3. Declarations of Interest

Members of the Fire & Rescue Authority are reminded of their personal responsibility to declare both orally and in writing any personal and/or prejudicial interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Fire & Rescue Authority's Standing Orders and the Members Code of Conduct.

4. Chairperson's Announcements
5. To receive the minutes of;
 - Fire & Rescue Authority Meeting held on 27 September 2021 5
 - Finance, Asset & Performance Management Scrutiny Group held on Monday 18 January 2021 15

	• Local Pension Board Committee held on Monday 28 June 2021	23
	• HR & Equalities Committee held on Monday 5 July 2021	31
	• Finance Audit & Performance Management Committee held on Monday 20 September 2021	37
	• Finance, Asset & Performance Management Scrutiny Group held on Monday 11 October 2021	47
6.	Update on Actions	53
7.	REPORTS FOR DECISION	57
7.i.	Treasury Management Mid-Term Review Report 2021/22	59
7.ii.	Revenue Budget 2022/23	73
7.iii.	Living Wage Foundation Accreditation	89
7.iv.	Firefighter Pensions – Remedying Age Discrimination – To be presented on the day	107
7.v.	Government Consultation on amendments to Firefighter Pension Schemes	109
7.vi.	Urban Search and Rescue – Proposed Property Development Whitchurch Fire Station Property Development	119
		123
8.	REPORTS FOR INFORMATION	
8.i.	Half Yearly Health Check of Performance and Review of Strategic Themes	125
8.ii.	Independent Remuneration Panel for Wales’ Draft Annual Report – February 2022	171
8.iii.	Audit of South Wales Fire and Rescue Authority’s Assessment of 2020-21 Performance	223

- 8.iv. Forward Work Programme for Fire & Rescue Authority 2021/22 225
9. To consider any items of business that the Chairperson deems urgent (Part 1 or 2) 231

Signature of Proper Officer:



MEMBERSHIP

Councillors:

W	Hodgins	Blaenau Gwent
R	Shaw	Bridgend
D	White	Bridgend
D T	Davies	Caerphilly
C	Elsbury	Caerphilly
A	Hussey	Caerphilly
D	Ali	Cardiff
-	Vacant	Cardiff
A	Lister	Cardiff
D	Naughton	Cardiff
J	Williams	Cardiff
M	Colbran	Merthyr Tydfil
L	Brown	Monmouthshire
V	Smith	Monmouthshire
M	Spencer	Newport
H	Thomas	Newport
S	Bradwick	Rhondda Cynon Taff
S	Morgans	Rhondda Cynon Taff
G	Holmes	Rhondda Cynon Taff
A	Roberts	Rhondda Cynon Taff
S	Evans	Torfaen
S	Malson	Torfaen
P	Drake	Vale of Glamorgan
H	Jarvie	Vale of Glamorgan

THIS PAGE IS INTENTIONALLY BLANK

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FIRE & RESCUE AUTHORITY MEETING HELD ON MONDAY 27 SEPTEMBER 2021 AT 1030 HRS IN MEETING ROOM 8 OR REMOTELY VIA STARLEAF

20. PRESENT:

Councillor	Left	Authority
D T Davies (Chair)		Caerphilly
S Bradwick (Deputy Chair)		Rhondda Cynon Taff
D Ali		Cardiff
P Drake		Vale of Glamorgan
S Ebrahim		Cardiff
C Elsbury		Caerphilly
S Evans		Torfaen
G Holmes		Rhondda Cynon Taff
A Hussey		Caerphilly
H Jarvie		Vale of Glamorgan
S Morgans		Rhondda Cynon Taff
D Naughton		Cardiff
A Roberts		Rhondda Cynon Taff
R Shaw		Bridgend
V Smith		Monmouthshire
M Spencer		Newport
H Thomas		Newport
D White		Bridgend
J Williams		Cardiff

APOLOGIES:

L Brown	Monmouthshire
W Hodgins	Blaenau Gwent
S Chapman	Monitoring Officer

ABSENT:

M Colbran	Merthyr Tydfil
A Lister	Cardiff
S Malsom	Torfaen

OFFICERS PRESENT:- CFO H Jakeway, Temporary DCFO R Prendergast – Director of Technical Services, ACFO D Rose – Director of Service Delivery, ACO A Reed – Director of People Services, Mr C Barton – Treasurer, Temporary ACO G Thomas – Director of Corporate Services, Mrs S Watkins – Deputy Monitoring Officer, Mr Steve Frank – Wales Audit Officer

As the Chair would be joining the meeting at a later time, the Deputy Chair informed Members that he would chair the meeting on his behalf.

21. DECLARATIONS OF INTEREST

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

Councillor S Evans declared an interest in outstanding Action No. 20/21-32, which related to the relocation of New Inn Fire Station.

22. DEPUTY CHAIR'S ANNOUNCEMENTS

- **FESTIVAL OF RESCUE 2021 – TYNE & WEAR FIRE & RESCUE SERVICE**

The Deputy Chair informed Members that on 17 and 18 September three teams from South Wales Fire & Rescue Service competed in the Extrication Challenge at the 'Festival of Rescue 2021', with one team competing in the Rope Rescue Challenge, and another in the Water Rescue Challenge.

He was pleased to announce that all the teams were extremely successful and received trophies in the following categories:-

- Winners of the Extrication Challenge
- Best Incident Commander in the Extrication Challenge
- Third best Medic in the Extrication Challenge
- Winners of the Rope Rescue Challenge
- Best Incident Commander in the Rope Rescue Challenge
- Best Medic in the Rope Rescue Challenge
- Best Technical Team
- Second in the Trauma Challenge
- Third in the Heavy Rescue Challenge

On behalf of Members the Deputy Chair took the opportunity to congratulate all team members for their dedication, professionalism and commitment to excellence, and for being fantastic ambassadors for the Service.

- **WHOLETIME TRAINEE FIREFIGHTERS**

The Deputy Chair was pleased to report that on Monday, 20 September, 2021, 24 Wholetime trainee firefighters had joined the Service. The trainees would now commence a 13 week training programme to ensure that they were equipped and ready to serve their local communities professionally and safely.

The Deputy Chair highlighted that with many Covid restrictions being lifted that hopefully Members would be able to host a Passing-out Parade for the trainees and their family members.

Officers agreed to keep Members updated on future planning arrangements for the next Wholetime Passing-out Parade event.

- **VISIT BY DEPUTY MINISTER MS HANNAH BLYTHYN**

The Deputy Chair was pleased to report that on 9 September, 2021, the Service hosted the Deputy Minister Ms Hannah Blythyn at Fire Service Headquarters, and he attended the event on behalf of the Chairman.

Members noted that the Deputy Minister gained an insight into how the Service tackled wildfires, including tactics, knowledge and equipment, as well as the extensive partnership working that was ongoing between the Service, Natural Resources Wales, local authorities, landowners, and the police.

The Deputy Minister also met the four Firefighters that deployed to Greece as part of the NFCC response to the UK's assistance. The team's skills, knowledge and experience were well recognised during the deployment, and all four were a welcome addition to the 21 person strong team who were deployed for approximately 10 days. The Deputy Chair took the opportunity to thank the four Firefighters for their commitment to assisting others in their time of need.

- **DEPUTY CHIEF OFFICER SALLY CHAPMAN**

The Deputy Chair was sorry to report that Deputy Chief Officer Sally Chapman was still on long-term sickness leave. On behalf of Members the Chair took the opportunity to wish Sally a speedy recovery.

The Deputy Chair advised Members that following discussions with the Chief Fire Officer it had been agreed that Sally's management role would be temporarily covered by Mr Geraint Thomas, and ACFO Richie Prendergast would be temporarily promoted to cover the Deputy Chief Officer role. He thanked both officers for stepping into the role on behalf of the Service.

- **WELSH AMBULANCE SERVICE**

The Deputy Chair informed Members that they would have seen media reports of military assistance being provided to the Welsh Ambulance Service as pressures on the NHS mounted. They would also be familiar with the support some of the Service's firefighters had provided throughout the first wave of the pandemic.

Members were reminded that at the last Fire & Rescue Authority meeting the Chief Fire Officer had informed them that the Service's support at that time was stood down by the Welsh Ambulance Service. However, the Deputy Chair could now inform Members that this support had recommenced several weeks ago, and the Service had returned to providing assistance once again.

23. MINUTES OF PREVIOUS MEETINGS

The following minutes were received and accepted as a true record of proceedings:-

- Fire & Rescue Authority meeting held on 19 July 2021
- Finance, Audit & Performance Management Committee meeting held on 15 March 2021
- Finance, Audit & Performance Management Committee meeting held on 26 July 2021

24. UPDATE ON ACTIONS

The ACO Corporate Services provided a brief overview and update on the following outstanding actions, which included minute numbers:- 20/21-32, 20/21-56.6 and 21/22-17.1.1. The CFO provided Members with an update on outstanding action 20/21-56.10, and the ACO People Services provided an update on outstanding action numbers 21/22-17.3.2, and 21/22-17.3.3

25. REPORTS FOR DECISION

25.1. HEALTH, SAFETY AND WELLBEING ANNUAL REPORT 2020/2021

The Director of Technical Services informed Members that the Health, Safety and Wellbeing report for 2020/2021 provided a summary of the key activities' undertaken, and the performance of South Wales Fire & Rescue Service in the area of Health, Safety and Wellbeing.

RESOLVED THAT

- 25.1.1 Following a question and answer session and lengthy discussion on the importance of reporting 'Near Misses', Members unanimously agreed to accept the report on the performance of South Wales Fire & Rescue Service in the area of Health, Safety and Wellbeing.
- 25.1.2 Members unanimously agreed to note the overall success achieved during 2020/2021 in the delivery of an environment that was supportive of the Health, Safety and Welfare of staff, especially during the current pandemic.
- 25.1.3 Members unanimously agreed to endorse and support the range of initiatives underway to proactively and reactively support the Health, Safety and Wellbeing of staff employed by South Wales Fire & Rescue Authority.

Members wished to record their thanks and appreciation to officers and staff for a very informative comprehensive report which contained clear guidelines.

25.2. REPORT ON END OF LIFE OPERATIONAL EQUIPMENT

The Director of Technical Services presented a report which updated Members on the disposal of redundant operational equipment since 2019 via Fire Aid / International Fire & Rescue Association (IFRA).

RESOLVED THAT

- 25.2.1 Members unanimously agreed to approve the donation of income received from the disposal helmets to the Firefighters Charity as outlined in paragraph 2.3 within the report.
- 25.2.2 Following lengthy discussion on Councillors Ali and Ebrahim being unable to make contact with Fire Aid, Officers assured Members that they would assist them in linking up with charitable organisation 'Fire Aid' in order to discuss the possibility of end of life equipment being donated to support other countries and charities.

26. REPORTS FOR INFORMATION

26.1 MEDIUM TERM FINANCIAL STRATEGY 2021/22 - 2026/27

The Treasurer advised Members that the presented report outlined the headlines of the Medium-Term Financial Strategy for 2021/22 to 2026/27, as presented to the Finance & Performance Management Committee on 23 September, 2021. The Strategy included budget projections based on the Authority's plans and strategies informed by the general financial and operational environment in which services were provided.

The Strategy indicated that the Authority's cost base would increase by 2.84% next year, with increases averaging around 2% for the remainder of the Plan period.

Members were informed that next year's increase reflected an update to the figure provided with the Finance, Audit & Performance Management agenda, to take account of the estimated £300,000 (0.4%) cost of the recent announcement around Social Care funding using National Insurance Contributions.

The Treasurer highlighted that the Strategy was drawn up in light of few firm resource commitments beyond the current year, and stressed that this background, together with the uncertainties arising from the ongoing pandemic, introduced significant risk in the Strategy.

RESOLVED THAT

Following a question and answer session, Members agreed to note that the report was the basis for next year's budget planning.

26.2 2020/21 ANNUAL TREASURY MANAGEMENT REVIEW

The Treasurer presented a report for Members to consider the results of Treasury Management activities for the year ending 31 March, 2021, in accordance with the Authority's approved Treasury Management Strategy.

RESOLVED THAT

Members agreed to note the Annual Treasury Management Review for 2020/21, and approved the actual 2020/21 prudential and treasury indicators therein.

26.3. CORPORATE RESILIENCE REPORT – SOUTH WALES FIRE AND RESCUE AUTHORITY

The Audit Wales Officer presented the following report to Members, 'Corporate Resilience Report – South Wales Fire & Rescue Authority' and took the opportunity to highlight 5 key recommendations for improvement.

Following a question and answer session on the key areas, e.g. Fire Cover Review and Capital Programme, and lengthy debate on the amount of scrutiny carried out during Fire Authority meetings, Members highlighted their disappointment and stressed that they regularly challenged officers on a number of issues and proposals.

The Deputy Chair also raised his concerns and reminded the Audit Officer that the Service had to adhere to a number of policies and procedures as well as an annual budget cycle.

Following further discussion on recommendations to improve and address key proposals, the Wales Audit Officer advised that certain areas should be evaluated in order to ensure value for money, and for Members to investigate and consider how other Authorities were performing and carrying out their role.

The Chief Fire Officer assured the Wales Audit Officer that Members and Officers would focus on the recommendations for improvement, and gave a brief overview of each of the following key areas contained within the report:- Policies & Procedures, Governance, Partnership, Unwanted Fire Signals.

Following further discussion on how Members could provide evidence of scrutiny at meetings, the Wales Audit Officer advised that discussion issues and actions should be demonstrated and recorded in the formal minutes of each meeting.

RESOLVED THAT

- 26.3.1 Members agreed to note the Corporate Resilience Report for South Wales Fire and Rescue Authority.
- 26.3.2 The Chair and Deputy Chair assured Members that they would write a letter to the Wales Auditor General highlighting their disappointment and concerns with the content of the report.

26.4 FORWARD WORK PROGRAMME 2021/2022

The ACO Corporate Services provided a brief overview of the Forward Work Programme for 2021/2022.

RESOLVED THAT

- 26.4.1 Members agreed to note the Forward Work Programme for 2021/2022.
- 26.4.2 The ACO Corporate Services reminded Members to advise Officers if they wished to raise any reports at future meetings.

26.5. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIR DEEMS URGENT (PART 1 OR 2)

There were no items of business that the Chair deemed urgent.

The Deputy Chair closed the meeting by reminding Members to contact ACFO Prendergast if they wished to purchase any end of life helmets and donate money to the Firefighters Charity.

THIS PAGE IS INTENTIONALLY BLANK

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP MEETING HELD ON MONDAY 18 JANUARY 2021, 10:30HRS VIA STARLEAF

14. PRESENT:

Councillor	Arrived	Left	
S Evans (Chair)			Torfaen
A Roberts		12:30	Rhondda Cynon Taf
L Brown			Monmouthshire
P Drake			Vale of Glamorgan
A Hussey			Caerphilly
D Naughton			Cardiff
R Shaw			Bridgend
V Smith			Monmouthshire
J Williams		12:30	Cardiff
M Spencer			Newport
H Jarvie			Vale of Glamorgan

APOLOGIES:

A Jones			Torfaen
S Bradwick			Rhondda Cynon Taf

NO ATTENDANCE

J Harries			Rhondda Cynon Taf
-----------	--	--	-------------------

OFFICERS PRESENT:- Ms Sally Chapman - Deputy Chief Officer & Monitoring Officer, Ms S Watkins - Head of Corporate Support & Deputy Monitoring Officer, Mr G Davies - Head of Operational Risk Management, Mr H Morse - Operational, Appliance & Equipment Team Leader, Mr J Carter - Statistics Unit Manager, Mr A Hibbard - Statistics and Risk Analyst

15. DECLARATIONS OF INTEREST

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

Councillor Naughton declared an interest in relation to his membership on the HR & Equalities Committee in light of the changes to the terms of reference of this group. The Deputy Chief Fire Officer explained that this is a personal interest that all Members have and will be recorded as such as all will be affected regardless of which committee they currently sit on.

16. CHAIR'S ANNOUNCEMENTS

There were no announcements from the Chair.

17. MINUTES OF PREVIOUS MEETING

The minutes of the previous Finance, Asset & Performance Management Scrutiny Group meeting held on 12 October 2020, were received and accepted as a true record of proceedings.

The Treasurer advised that in relation to Agenda Item 7: Medium Term Financial Strategy, Revenue & Capital Budget Setting, it was the intention to bring the consultation responses back to this meeting, but only one response has been received. If any formal responses are received in the meantime, these will be brought when the budget is considered by Finance, Audit & Performance Management Committee and Fire Authority.

18. OPERATIONAL AND PERSONAL EQUIPMENT STRATEGY, BUDGET AND PLANNING ASSUMPTIONS 2020-2025

The Head of Operational Risk Management introduced the Operational, Appliance & Equipment Team Leader (OAETL) who presented an update to Members in relation to the Operational and Personal Equipment Strategy 2020-2025. He added that 2020/21 is going to be a particularly busy year with the replacement of fundamental items of clothing and equipment.

- **Breathing Apparatus Sets (BAs)**

The OAETL advised that new BA sets have been received and have been in use since the launch which took place February 2020. The replacement of the old for new sets had to be completed within an eight hours period, which he was pleased to advise was successful; no mean feat considering this took place during the spate flooding conditions of last year.

He was pleased to report that the new sets have been received very well, and that there have been no major issues reported. He added that the three Welsh fire and rescue services are using the same sets.

- **'All Wales' Structural Firefighting Kit**

The OAETL confirmed the next big project to be delivered this year will be structural firefighting kit for firefighters. 80% of the kit has been received, with the outstanding 20% being received by the end of January,

at which time replacement will commence. It is anticipated South Wales will be the first Welsh fire and rescue service to move over to the replacement kit.

- **Helmets**

It is anticipated that the helmet rollout will coincide with the rollout of the structural kit.

- **Radios and Batteries**

Digital radios are now available and are replacing the old radios. They are compatible with the new Breathing Apparatus sets and aide communication in this vital area.

- **Thermal Imaging Cameras**

A new generation of thermal imaging cameras are being trialled with Mid and West Wales fire & rescue service, the trial is commencing today. These cameras are a vast improvement on those currently being used.

- **Replacement programme for hydraulic/E-draulic for RTC cutting equipment**

A planned replacement programme for hydraulic/E-draulic for RTC cutting equipment will commence in 2021, spread over a three year period. He added that this is a huge step forward in technology, and that battery as opposed to hydraulic is also being considered.

The OAETL confirmed that, although the Covid pandemic continues to be challenging he was pleased to confirm that it is still the intention to deliver for 2021.

Councillor Brown commented that the table is not easy to follow, the OAETL confirmed that a more user friendly format is being considered.

Councillor Evans queried whether an inspection and servicing programme is in place for fire kit, to ensure kit is used to its full capacity before renewing.

The OAETL confirmed that a robust monitoring programme is in place for all equipment via the Redkite system and that stations carry out testing on a daily basis. In relation to fire kit, replacement is based on number of washes, which is currently around 40 washes, this equates to an approximate lifespan of 10 years.

Councillor Smith queried whether the Service has one insurance policy that covers all or are there separate insurance policies for different areas.

The Deputy Chief Officer confirmed that there are a number of insurance policies in place, covering a number of different areas.

RESOLVED THAT

Members noted the report.

19. DEPARTMENTAL RISK REGISTER REPORT HEALTH CHECK 2020/2021, QUARTER 2

The Head of Corporate Support presented the Departmental Risk Register Report – Health Check for 2020-21, Quarter 2 which details how the Service is developing how departmental risk is managed.

Members noted that three risks have reduced in severity, whilst 30 remain the same. The Head of Corporate Support advised that as a number of risks are similar in nature, it has been decided to review risks as categories with a Heads of Service having responsibility for an individual category. Risk categories will be reviewed by the Heads of Service on a quarterly basis. It is envisaged that this will provide a better, holistic view of risks, and will allow sharing and learning amongst Heads of Service.

Councillor Shaw queried the symbols used within the charts, and how they indicate direction of travel. The Head of Corporate Support explained the symbols, noting that none of the risks have increased in severity. She confirmed that a legend of the symbols used will be added to future reports, as well as identifying how much a risk has reduced.

Councillor Brown queried why Risk 'DR CS002: Restructuring – Morale' is categorised under Corporate Services rather than HR. She also queried the Job Evaluation process and queried whether there has been an increase in sickness levels due to the restructure.

The Head of Corporate Support advised that Heads of Service had identified that the morale of staff within all departments will be affected by the Job Evaluation process, and confirmed that Head of HR will lead on this risk going forward. She advised that there is also a need to remain flexible, as one risk could be experienced within a number of departments.

Regards sickness levels, the Head of Corporate Support confirmed that levels of sickness across the organisation remain low considering Covid. The Deputy Chief Officer advised that the Executive Leadership Team

receive regular sickness updates, advising that there was a slight increase over the Christmas period, but this has now levelled out. She added that the Job Evaluation process is still ongoing, and that no formal discussions have been held as yet regards pay banding.

Councillor Naughton commented that it is positive that some risks have reduced but noted that the majority have stayed the same and queried the length of time these risks have remained the same. He also queried whether any actions are being taken to reduce the high risks by the next reporting cycle. The Head of Corporate Support confirmed that future reports will include the length a risk has been ongoing. Regards setting a target, this is not something that is done presently.

The Deputy Chief Officer advised that Building Maintenance has been identified as a high risk, and explained that the Property team consists of just four members of staff who also have a number of major projects they are dealing with such as Pontypridd and Tonypanydy fire stations. She advised that a platform for displaying the data for checks on premises is currently being considered which will ease the burden on the team but reassured Members that the relevant statutory compliance checks were undertaken as required.

Councillor Smith expressed surprise that the Loss of CoreHR and Payroll systems is classed as a risk.

The Head of Corporate Support explained that the supplier of CoreHR is based in Ireland, and with potential Brexit implications, this was classed as a risk.

The Deputy Chief Officer advised that business continuity plans are in place for all functions. In relation to CoreHR, systems need to be in place in the event that CoreHR is not available at critical points, such as for payroll runs. She further explained that the Service entered into a joint procurement with Mid and West Wales Fire & Rescue Service for CoreHR, but due to differing requirements it has been decided to split into two separate platforms, allowing each Service to access parts of the system as they require. This should be completed by the end of the month.

20. INITIAL DRAFT ANNUAL GOVERNANCE STATEMENT 2020/21

The Head of Corporate Support presented the initial draft of the Annual Governance Statement to be included with the 2020/2021 Statement of Accounts, noting that this is an initial draft and will be changed in the final version presented to Members as part of the Statement of Accounts for

signing later in the year. A request was made to Members that they consider whether they would wish to make amendments to the document.

The Head of Corporate Support advised that Members will notice sections in red throughout the draft document, these are elements of assurance that still have to take place or are still awaiting key documents from Audit Wales to be able to make an objective assessment of achievement over the last 12 months.

Councillor Shaw queried whether the report will be come back to this Committee, and also queried whether personnel have received inoculations.

The Head of Corporate Support confirmed a second draft will be presented to the Fire & Rescue Authority in March. At that meeting Members will be asked to agree delegation for minor changes to be made. Regards inoculation of staff, she confirmed that members of staff who have volunteered to assist WAST have received inoculations via the WAST inoculation programme. The Deputy Chief Officer further confirmed that currently fire and rescue staff are not part of the Welsh Government inoculation programme for emergency workers, hence, no other staff members have received inoculation. She advised that correspondence has been sent to the Deputy Minister from the Chair and Deputy Chair urging Welsh Government to include firefighters within the programme.

Councillor Brown commented that in relation to biodiversity and carbon reduction, due to climate change there has been a significant demand in relation to flooding, yet this is not covered within the report. She also commented that she would also have expected changes in the constitution to be included, such as the need for virtual meetings.

The Deputy Chief Officer advised that it is a statutory duty for the fire and rescue service to respond to incidents of flooding, and confirmed that when planning new station builds environmental considerations are taking into account, including wherever possible locating stations outside of flood risk areas. Regards the constitution, the Deputy Chief Officer advised that the holding of virtual meetings is within emergency legislation so no changes are required in that respect at the current time.

Councillor Smith advised that within the report received from Audit Wales to Monmouthshire County Council an update on PSBs is included. She was pleased to confirm that the South Wales Fire and Rescue Service has been in attendance at every meeting of the Monmouthshire PSB and commended officers for their diligence.

The Head of Corporate Support thanked Members for their comments and ensured all comments will be included within the final report.

RESOLVED THAT

Members noted the content of the report, and thanked all involved for a very comprehensive report.

21. FUTURE TRENDS REPORT – 2020 UPDATE

The Statistics Unit Manager introduced the Statistics and Risk Analyst who provided an update to Members in relation to the May 2019 assessment of the future of Wales, specifically to the administrative area of South Wales Fire and Rescue Service, as a means to identify some of the challenges and opportunities the Service is likely to face with early indications of the ongoing impact of Covid-19.

Councillor Brown gave thanks for the very informative presentation and queried whether this could be reported to PSBs, with an action plan across all PSB areas. She also suggested linking in with local health boards in terms of obesity, missed operations etc.

The Deputy Chief Officer advised that a presentation will be given to the Senior Management Team at their next Planning day, after which this can be rolled out to PSBs via Group Managers. It was also confirmed that much of the data was taken from various external sources and elements would therefore be familiar to many partners.

RESOLVED THAT

- 21.1 Members agreed to retain the Future Trends 2019 report and updated 2020 report to assist in future planning and decision making; and
- 21.2 that future Trends are monitored and updated where necessary, the frequency of which being partially dependant on new third party research, as well as continuing to monitor Service incident type trends.

22. PROPOSED NEW TERMS OF REFERENCE FOR SCRUTINY COMMITTEE

The Deputy Chief Officer presented the report which proposes updated terms of reference for a newly formed Scrutiny Committee and provided an initial draft of reference for Members consideration.

She confirmed that due to the proposed restrictions on membership of this committee, the effect on the Finance & Audit Committee and the HR & Equalities Committee will need to be considered including amending the existing terms of reference for both committees.

The Deputy Chief Officer advised that the delivery of work will be via a Forward Work Programme and highlighted the five suggested areas that the Committee will need to consider in each municipal year as a minimum, to discharge its duties.

Councillor Evans queried whether the Service champions will be affected. The Deputy Chief Officer confirmed that, as Service champions are within the current scrutiny, further consideration will be required in relation to how that area of work is undertaken going forward.

Councillor Brown suggested adding a paragraph in relation to utilising funding as efficiently and effectively as possible, the Deputy Chief Fire Officer agreed to include within the terms reference.

RESOLVED THAT

Members considered the proposed new terms of reference, and recommended that the terms of reference be considered at the March meeting of the Fire & Rescue Authority.

23. FORWARD WORK PROGRAMME

The Deputy Monitoring Officer presented the Forward Work Programme for 2020/2021.

RESOLVED THAT

Members accepted the Forward Work Programme for 2020/2021

24. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRMAN DEEMS URGENT (PART 1 OR 2)

There were no items of urgent business for Members to consider.

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE LOCAL PENSIONS BOARD MEETING HELD ON MONDAY, 28 JUNE 2021 VIA STARLEAF

1. PRESENT

Councillor

S Bradwick (Chair)	Rhondda Cynon Taff
L Brown	Monmouthshire
V Smith	Monmouthshire
D King	Fire & Rescue Service Association
R Prendergast	Association of Principal Fire Officers
Mr I Traylor	Pensions Service Director, Rhondda Cynon Taff BC

Apologies:

No apologies received

No Attendance:

D White	Bridgend
S Saunders	Fire Brigades' Union
R Bailey	Fire Brigades' Union

OFFICERS PRESENT:- ACO A Reed – Director of People Services, Mr C Barton – Treasurer, Mr G Thomas – T/ACO – Corporate Support; Mrs Lisa Mullan – T/Head of Finance & Procurement

2. DECLARATIONS OF INTEREST

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

3. CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

4. MINUTES OF PREVIOUS MEETINGS

The minutes of the Local Pension Board Committee held on 25 January 2021 were read and accepted as a true record of proceedings.

5. SCHEME DATA FOR THE FIREFIGHTERS' PENSION SCHEMES

The Director of People Services introduced the report providing factual statistics on Scheme Membership in relation to the Firefighters' Pension Schemes. She drew Members attention to Appendix A, advising that since 2019 a number of scheme members have either retired or transitioned across to the reformed 2015 scheme, the result of which there are more members in the 2015 scheme.

Mr Ian Traylor gave further detail to the report, noting that total numbers of individual's retiring has increased slightly from last year and that the largest proportion of scheme members is within the 2015 scheme as would be expected, as 1992 membership will decrease over time. He acknowledged that there are various complexities and variations involved and offered ongoing awareness training to Members should they require it.

Councillor Smith queried the use of race within the terminology in respect of the McCloud/Sargeant case, Mr R Prendergast advised that this term is used as the vast majority of individuals affect were from underrepresented groups.

RESOLVED THAT

Members noted the composition of the Scheme(s) Membership as at 1 April 2021.

6. LOCAL PENSION BOARD TERMS OF REFERENCE (TOR)

The Director of People Services presented the Terms of Reference to Members for their consideration. She advised that the Deputy Chief Officer, in line with recent discussions at Fire and Rescue Authority, is currently looking at quorum across committees, so quorum of this Committee may change in the future.

Councillor Smith queried whether volunteers had received training to act as substitutes. The Chair advised that this is still ongoing, it is the intention to approach certain individuals to ask if they would be willing to undertake training

RESOLVED THAT

Members reviewed and agreed the Terms of Reference for the Committee, subject to the correction of some minor grammatical errors.

7. LOCAL PENSION BOARD - SERVICE LEVEL AGREEMENT (SLA)

The Director of People Services presented the Service Level Agreement (SLA) of the Local Pensions Board, for Members' to review. She queried whether

Members were happy for Mr Traylor to stay for this item as he represents the service provider, all Members were happy for Mr Traylor to stay.

The Director of People Services advised that there are no changes proposed to the SLA which has been in place since 2019. She advised that some of the timeframes are ambitious but there have been some very good turnaround times achieved as highlighted in the KPIs. The current SLA is working well and the level of service being received by Rhondda Cynon Taf (RCT) is excellent.

Mr Traynor added that a long standing professional relationship exists between RCT and the fire and rescue service which has grown from strength to strength over the last couple of years, with processes and good governance being put in place.

Councillor Smith gave thanks for such an excellent SLA, adding that they have never been so well informed. She further queried whether monies would be reclaimed if an individual unfortunately passed away a day after receiving payment.

Mr Traylor advised that discretion is used for every case, and both parties work closely together to consider the circumstances and value of any overpayment, but under normal circumstances an adjustment would have to be made and monies claimed back

Councillor Brown queried the option to call additional meetings, adding that there is a requirement within the Terms of Reference but not within the SLA. The Director of People Services confirmed that there are three Local Service Board meetings per year, with the option to call additional meetings to discuss certain issues that arise such as the McCloud judgement or for Members to receive training.

Councillor Smith queried whether it is a legal requirement for an individual to stay within a Scheme. Mr Traylor advised that is not a legal requirement, it is the choice of the individual whether they stay within their original scheme or transfer into a new scheme.

RESOLVED THAT

- 7.1 Members approved the Service Level Agreement
- 7.2 Members resolved that the Service Level Agreement be formally reviews again in 2022, which is the third anniversary of the implementation of the current Service Level Agreement.

8. LOCAL PENSION BOARD: KEY PERFORMANCE INDICATORS (KPI'S) FOR FIRE PENSIONS

The Director of People Services presented to Members an update on key activity undertaken and performance data performance data for the period 1st April 2020 to 31st March 2021.

Mr Traylor advised it has been a challenging year for service delivery due to Covid-19, with all pension personnel working from home since March 2020. He was pleased to advise that, even within these difficult circumstances, the majority of standards have been met. He advised that the complexity of some cases affected the percentage due to the longer process times, adding there is some scope for improvement but overall results were pleasing.

He noted the high number of individuals using the secure self-service portal to check their pension details, which is pleasing. Scheme members are able to check their details, have access to the Annual Pension Statements and make enquires. He advised that staff are now working on the Annual Benefit Statements which have a deadline of 31st August, as well as working closely with the fire and rescue service software provider on the McCloud Remedies.

He advised that staff have been receiving training and development throughout June and RCT continue to support the apprentice and graduate schemes and confirmed that individuals will be appointed to the fire and rescue service for resilience, particularly with the upcoming McCloud remedies.

Councillor Smith acknowledged the upcoming challenges which will involve extra work for RCT and queried how costs and who are responsible for them are determined. The Director of People Services advised that the fire and rescue service are dedicating a role that will concentrate exclusively on the McCloud Remedies and this person will work closely with RCT over the next two years. Mr Traylor added that regular discussions are being held to work through the solution, and the situation will continue to be monitored.

Councillor Brown queried whether information can be made available when percentage of cases being dealt within the five day time period drops below 50, showing how long it has taken.

Mr Traylor advised that commentary has been provided throughout the year but he would be happy to include this commentary within the year end statistics if that was the requirement of the Board.

RESOLVED THAT

Members noted the performance statistics as highlighted in the KPIs.

9. INTERNAL DISPUTE RESOLUTION PROCEDURES (IDRP)

The Director of People Services presented the report that updates Members on the procedures for resolving internal disputes in relation to pension matters and updates Members on the cases that were completed under this procedure during 1st April 2020 to 31 March 2021.

The Director of People Services advised that Welsh Government had recently issued an update to the IDRP procedure. The IDRP stages had been discussed at the Scheme Advisory Board (Wales) where it was highlighted that there is no formal requirement for a two stage process. SAB members had discussed this and decided to retain the two step IDRP process. She also advised that the sharing of outcomes of the IDRP panel discussions has commenced to use as further learning adding that Appendix B contains information on an upcoming case. She confirmed this case has gone through the first stage of the IDRP process and will now go through the second stage for determination.

The Director of People Services commented that volunteers are required to be trained to sit on the IDRP Panel with full support from a trained lawyer.

Councillor Brown queried whether the Money and Pensions Service mentioned in the letter to Scheme members is a free service and should it be included in the letter to encourage them to use this service. It was noted that this letter is issued by Welsh Government and the fire and rescue service has no say on the content of the letter.

RESOLVED THAT

Members noted the procedures for resolving internal disputes in relation to pension matters and the cases that were completed under this procedure during 1st April 2020 to 31 March 2021.

10. REPORT ON MCCLOUD – TAPERING

The Director of People Services gave a presentation to Members in relation to the Authority's position in relation to the pension remedy and immediate detriment of the McCloud Remedy and how it affects the Service. The presentation covered the background, timelines, complexity of the process, information on immediate detriment cases and the member waiver form that

some fire and rescue authorities have adopted to gain agreement in advance of processing immediate detriment cases, and without legislation.

The Director of People Services advised that a report will be presented to the Fire and Rescue Authority meeting on 19th July 2021, seeking support from Members to move forward with processing immediate detriment cases. She advised that this does present challenges with no legislation in place, but not moving forward now and waiting for legislation proves a far greater risk, adding that the Home Office and Local Government Association have each issued informal guidance.

The Director of People Services advised that once agreement has been reached by Fire and Rescue Authority members, discussions will need to be held with representative bodies and pension administrators to move forward. Informal discussions were already underway. Scheme members will need to be made aware of the remedy exercise that will take place over the next two years.

Councillor Brown queried whether the authority will be notifying individuals who could retire by the deadline but have not expressed this desire. The Director of People Services advised that it would be an individual's choice to retire and those submitting their three months' notice of retirement from 19 July would be in scope for being treated in line with the immediate detriment guidance. This approach would therefore apply to individuals who can retire from 19 October.

The Director of People Services advised that she has discussed informally with the Fire Brigades Union who are comfortable that this was progressing.

RESOLVED THAT

Members noted the content of the presentation given by the Director of People Services in relation to pension remedy and immediate detriment of the McCloud Remedy and how it affects the Service

11. PUBLICATIONS, UPDATES, INFORMATION (STANDARD ITEM)

The Director of People Services shared a number of publications, updates and information relating to pensions matters with the Board, advising this will form part of the agenda as standard.

RESOLVED THAT

Members noted the publications, updates and for information and awareness purposes.

12. TRAINING SESSION FOR MEMBERS

Mrs L Mullan, Temporary Head of Finance and Procurement gave Members a presentation on the pensions funding mechanism within the Finance Department, covering the Annual Firefighter Pension Fund which consists of one fund that includes all scheme, which is subject the annual audits through the Audit Wales regime. Members noted the FFPF Account and the detail of what funding is received by the account and what then is paid from the account. The Chair commented that it would be beneficial for all Fire and Rescue Authority members to receive the slide that contains this information.

Councillor Smith queried whether payment for injury comes from the pension fund.

Mrs Mullan confirmed that ill health and injury retirements are classed as one charge within the revenue budget which is taken as an average across three years

RESOLVED THAT

Members noted the contents of the presentation and thanked Mrs Mullan for being so informative.

13. FORWARD WORK PROGRAMME FOR LOCAL PENSION BOARD 2021/2022

The Director of People Services presented the Forward work Programme for 2021/2022.

RESOLVED THAT

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

14. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRPERSON DEEMS URGENT (PART 1 OR 2)

There were no items of business that the Chair deemed urgent.

THIS PAGE IS INTENTIONALLY BLANK

SOUTH WALES FIRE & RESCUE AUTHORITY

**MINUTES OF THE HR & EQUALITIES MEETING
HELD ON MONDAY, 5 JULY, 2021**

HELD REMOTELY VIA STARLEAF CONNECTION

1. PRESENT:

Councillor	Left	Authority
P Drake (Chair		Vale of Glamorgan
A Roberts (Deputy Chair)		Rhondda Cynon Taff
D Ali		Cardiff
M Colbran		Merthyr Tydfil
S Evans		Torfaen
G Holmes		Rhondda Cynon Taff
A Hussey		Caerphilly
H Jarvie		Vale of Glamorgan
D Naughton		Cardiff
R Shaw		Bridgend
H Thomas		Newport
A Lister		Cardiff
S Malson		Torfaen
T Davies		Caerphilly
S Bradwick		Rhondda Cynon Taff
V Smith		Monmouth

APOLOGIES:

C Elsbury	Caerphilly
D White	Bridgend

ABSENT:

W Hodgins	Blaenau Gwent
A Roberts	Rhondda Cynon Taff

OBSERVERS:

OFFICERS PRESENT:- ACO A Reed – Director of People Services, ACFO R Prendergast – Director of Technical Services, AM B Thompson – Head of Training & Development, A Jones – Head of HR, Mrs S Watkins – Deputy Monitoring Officer, CM Dave Crews – Mental Health Officer, SM Kevin Yates - IIP Officer, Ms R Hazell - Occupational Health Nurse

2. DECLARATIONS OF INTEREST

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

3. CHAIR'S ANNOUNCEMENTS

The Chair welcomed new Members.

4. MINUTES OF PREVIOUS MEETING

The minutes of the previous HR & Equalities meeting held on 22 February 2021, were received and accepted as a true record of proceedings.

5. TRAINING & DEVELOPMENT DEPARTMENT - INVESTORS IN PEOPLE

SM Yates gave a thorough presentation and overview to the group on 'Investors in People' accreditation and the Service's recent success in achieving Gold. It was noted that SWF&RS was one of only 16% of organisations worldwide have received and the first Organisation in Wales to receive Silver in Wellbeing.

RESOLVED THAT

Members approved the contents of the report, including the Investors in People reports for People and Wellbeing attached to the report as Appendix 1 and 2.

6. STRATEGIC EQUALITY PLAN 2020 - 2025 ANNUAL REVIEW

The Head of HR gave a brief overview of the Equality Plan and advised that a first year review has been completed. Some activities had been curtailed due to COVID-19 but have been able to restart.

RESOLVED THAT

Members noted and approved the content of this report and Appendix 1.

7. UPDATE ON PERSONAL REVIEW PROCESS

The Director of People Services and Head of HR advised that as part of the previous Investors in People Survey which took place in 2017 one of the recommendations was to have a consistent approach to the Performance Appraisal Process. This new process was piloted with a

number of groups and after positive feedback was launched across the Service in April 2021. A formal review will take place at the end of the year.

RESOLVED THAT

Members agreed to note the content of the report.

8. OCCUPATIONAL HEALTH UNIT (OHU) ACTIVITY REPORT 1 APRIL 2020 TO 31 MARCH 2021

The Occupational Health Nurse informed Members that the presented Occupational Health Unit Activity report spanned the period from 1 April 2020 to 31 March 2021. The Occupational Health Unit and staff have had to adapt and change during the last year, and were able to have over the telephone consultations wherever possible. The report provided data on services and expenditure, updates on occupational health initiatives and an outline of strategic development. It was raised why the fitness equipment budget had decreased and the Head of HR advised that the Service had invested heavily in gyms and equipment over the last few years and the result being not so much equipment required replacing.

RESOLVED THAT

Members unanimously agreed to note the content of the report.

9. FIREFIGHTER PENSION SCHEMES - WALES GOVERNMENT CIRCULARS 2021 / 2022

The Director of People Services went through the Circulars received since January 2021 from Welsh Government which have been noted or actioned as appropriate.

RESOLVED THAT

- 9.1 Members unanimously agreed to accept the Welsh Government Firefighters' Pension Scheme Circulars and emails that had been received in the 2021/2022 year to date.
- 9.2 Members agreed to note the actions that have been implemented for each of the circulars.

10. REPORT OF ANNUAL SICKNESS ABSENCE - 1 APRIL 2020 TO 31 MARCH 2021

The Head of HR Manager presented a report to Members on the Annual Sickness Absence from 1 April 2020 to 31 March 2021. Despite a difficult year dealing with the evolving COVID-19 Pandemic the following key areas were highlighted:-

- Sickness absence figures across the Service had reduced by 9.5% on the previous year
- The number of shifts/days lost to long term sickness was reduced by 12.1% on the previous year
- A small increase from 11 to 15 injuries on duty leading to sickness absence.

The report also provided Members with a snapshot of the areas of focus for improving wellbeing and mental health activities.

RESOLVED THAT

Members agreed to note the contents of the report.

11. ANNUAL REPORT ON GRIEVANCE & DISCIPLINE ACTIVITIES - 1 APRIL 2020 TO 31 MARCH 2021

The Head of HR presented a report which provided Members with a summary of grievance and discipline matters investigated by the Resolution Unit during the period 1 April 2020 to 31 March 2021. Of the two appeals that have taken part in the last year both were upheld.

RESOLVED THAT

Members noted and accepted the contents of the report.

12. REPORT ON MENTAL HEALTH PROJECT AND ACTIVITIES

Crew Manager Crews presented a report which provided Members with an update on the key work-streams the Service was undertaking in relation to the Mental Health Project.

RESOLVED THAT

Members agreed to note the contents of the report.

13. FORWARD WORK PROGRAMME FOR HR & EQUALITIES COMMITTEE 2021 / 2022

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

RESOLVED THAT

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

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

There were no items of urgent business to discuss.

THIS PAGE IS INTENTIONALLY BLANK

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE MEETING HELD ON MONDAY, 20 SEPTEMBER 2021 VIA STARLEAF

80. PRESENT

Councillor	Arrived	Left
S Evans (Chair)		Torfaen
M Colbran		Merthyr Tydfil
D White		Bridgend
P Drake		Vale of Glamorgan
A Hussey		Caerphilly
V Smith		Monmouthshire
M Spencer		Newport
S Morgans		Bridgend
W Hodgins		Blaenau Gwent

APOLOGIES

There were no apologies for absence.

NON ATTENDANCE

S Ebrahim	Cardiff
-----------	---------

OFFICERS PRESENT:

Mr G Thomas - Temporary Director of Corporate Services; Mr C Barton – Treasurer; Mrs L Mullan – Temporary Head of Finance & Procurement; Mrs S Watkins – Head of Corporate Support; Mr Jason Evans – Head of Risk Reduction, Ms H Cargill – TIAA;

81. UNITED KINGDOM RESCUE ORGANISATION FESTIVAL OF RESCUE 2021

The Head of Risk Reduction was pleased to advise of the success of the teams who took part in the United Kingdom Rescue Organisation Festival of Rescue 2021 held at Tyne and Wear Fire and Rescue Service over the weekend. The team from Bridgend were once again overall winners of the extrication challenge, with other teams/individuals also achieving the Best incident commander in the extrications challenge; 3rd best medic in the extrication challenge; Winners of the rope rescue challenge; Best incident commander in the rope rescue challenge; Best medic in the rope rescue challenge; Best

technical team; 2nd in the trauma challenge and 3rd in the heavy rescue challenge.

82. SMOKE ALARM QUERY

The Chair advised of a query he had received from a constituent regards the installation of smoke alarms requesting that they be screwed into place rather than stuck with tape. The Chair to forward the query to Mr Evans who will make contact with the constituent.

83. DECLARATIONS OF INTEREST

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

Cllr Hodges declared an interest advising that, on occasion, his firm provides transport services to one of the Authority's procured suppliers.

The Chair declared an interest advising he is on the Planning Committee for Torfaen County Borough Council.

84. CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

85. MINUTES OF PREVIOUS MEETINGS

The minutes of the Finance, Audit & Performance Management Committee meeting held on 26 July 2021 were read and accepted as a true record of proceedings.

Further to Councillor Smith's query regards number of rescue dogs the Service has, the Head of Risk Reduction confirmed that the provision of rescue dogs is part of national resilience and are an All Wales asset. He believes there are two rescue dogs that can be called upon by the three Welsh fire and rescue services, these dogs are accommodated with their handler who is an officer with Mid and West Wales Fire and Rescue Service.

86. REVENUE MONITORING REPORT 2021/22

The Temporary Head of Finance & Procurement presented the Revenue Monitoring report 2021/22 which details the annual revenue budget and associated information for the year ending 31 March 2022, advising of the

projected £1.037m underspend which comprises of a £865k underspend on employee budget and £171k against non-employee related spending, which includes within these figures the overspend on grant funded initiatives which is currently forecast at £133k. She provided a detailed explanation of the most significant changes since the previous report.

Councillor Hodgins commented on the Welsh Government (WG) statement advising Authorities that they are required to utilise any spare funding to cover PPE costs.

The Temporary Head of Finance & Procurement advised that there are Covid directly related savings being achieved such as the reduction in travel costs and accommodation, it is an expectation from WG that the Authority would utilise these underspends in others areas of overspend.

Councillor White commented on the six month commitment from WG, querying whether WG can be approached to provide further commitment and support. The Temporary Head of Finance & Procurement advised that Covid related spending has reduced considerably, WG may extend although no commitment has been made as yet. She assured Members that this is not an area of concern and confirmed that regular contact is kept with WG in relation to continuation of funding.

The Temporary Director of Corporate Services confirmed that regular meetings are held between the Chair, Chief Fire Officer and WG officials where funding is discussed.

The Chair queried whether the rise in costs of equipment will have an impact on the training budget underspend. The Temporary Head of Finance & Procurement advised that the underspend within the Training budget is due to the reduction in training courses being delivered and the funds being re-directed elsewhere such as fuel. She confirmed that, although not currently a concern, if prices continue to rise then this could have an impact on the final year projection.

Councillor Smith queried apprentice attendance at Cardiff and Vale College.

The Temporary Head of Finance & Procurement advised that certain conditions need to be reached before some grants can be accessed. The Head of Risk Reduction added that there is a recall of costs from the apprentice levy, advising that firefighters commence as apprentices and the Service claims back costs from the provider. Cardiff and the Vale College provide some technical aspects of the role.

RESOLVED THAT

Members noted and agreed the content of the report.

87. CAPITAL MONITORING REPORT 2021/22

The Temporary Head of Finance & Procurement presented the Capital Monitoring Report for 2021/22 which provides details of the capital budget, transactions to date and the forecast year end position.

The Temporary Head of Finance & Procurement provided an update on some changes since the budget was set, including the Pontypridd project which will see an overspend of £212,000. There are also some additional works by Western Power to take place at Tonypany Station and there are delays being experienced at Penarth Station and Monmouth Station. She noted that, although the build of the Whitchurch USAR Centre of Excellence looks like an overspend, in fact it is being wholly funded by a grant from WG.

The purchase of land at New Inn is going ahead, possibly before Christmas. The Temporary Director of Corporate Services added that site investigations have been held at New Inn and all have come back satisfactory. Purchase is now underway which will likely take up to two months of negotiations and formal offer.

The Temporary Head of Finance & Procurement advised of the £696,000 overspend in relation to the vehicle Replacement Programme which is the highest ever known, adding that this is primarily due to the purchase of Prime Movers and rescue tenders.

The Chair commented on the rising costs of equipment and rescue tenders, which is out of the control of the Service.

RESOLVED THAT

Resolved that Members

- 87.1 note the budget and progress of capital schemes; and
- 87.2 approve the alterations and associated movements in funding.

88. MEDIUM TERM FINANCIAL STRATEGY 2021/22 – 2026/27

The Treasurer presented the Medium Term Financial Strategy 2021/22 – 2026/27, for Members' approval. He advised that the report includes budget projections based on the Authority's plans and strategies informed by the general financial and operational environment in which services are provided,

and confirmed that the Strategy indicates the Authority's cost base will increase by approximately 2% per annum.

The Treasurer commented on the recent government announcement advising of their intention to increase funding for social care and old age issues. This will see an increase in employee costs. Other projects affecting the budget include Job Evaluation, increase in training requirements, and increased rates for premises.

The Chair thanked the Treasurer for the comprehensive report, adding there are lots of lots of uncertainty and unknowns.

Councillor White queried pay rises and the impact these will have.

The Treasurer advised that when setting the budget last year, it was anticipated that uniformed staff would see an increase of 2.75%, the increase came in at 1.5% so there is a saving in the current budget. A 2% pay award was included for support staff, this is yet to be confirmed. He advised that currently the Authority pays the living wage and is considering the 'real living wage' as a potential issue, discussions will continue in the coming months.

Councillor Smith made reference to grants advising that South Wales Police do not make any contributions. The Treasurer confirmed there are no cross funding agreements in place with South Wales Police, but the Service works closely on a number of projects such as the Joint Control Room.

RESOLVED THAT

Members approved the Strategy as the basis for financial planning over the Strategy period.

REPORTS FOR INFORMATION

89. HEALTH CHECK OF PRIORITY ACTIONS AND Q1 PROGRESS AGAINST THE STATUTORY PI'S

The Head of Risk Reduction presented the report setting out a health check of priority actions and Q1 progress against the statutory performance indicators, advising that it has been an uncertain time for service delivery during the Covid pandemic.

He reported on the eight strategic themes that all have one or more objectives that the Service works toward. The Strategic Themes are: Keeping you safe; Responding to your emergency; Using technology well; Working with our

partners; Engaging and communicating; Valuing our people; Protecting our environment and Continuing to work effectively.

He advised there is a notable difference in types of incidents being attended, with the Service seeing an increase in assisting other agencies. This is an area that has been identified as not achieving target, but he added that attending these incidents is the right thing to do during such a difficult period so should be seen as a positive rather than negative.

The Chair thanked the Head of Risk Reduction for an excellent very informative report and explanation.

Councillor Smith made reference to applications that are currently with Monmouthshire County Borough Council. One relates to the Reservoir (water safety) and the other relates to an extension of licences to 12am at night, adding that she would like to see the Fire and Rescue Service being consulted.

She also commented on the high number of extrication incidents in the Monmouthshire area and queried whether they are occurring in any specific localities.

The Head of Risk Reduction advised that if fire and rescue services were consulted then an opinion would gladly be given. He advised that in relation to water safety, the Authority has a statutory duty for rescues from water. He advised of an event being held this month where Coroners have asked about water related deaths and injuries and what remit the fire and rescue services have. He confirmed that the statutory duty only covers certain activities, but confirmed the Service is proactive with its preventative activities adding that Road Practitioners are also training as Water Practitioners.

Regards extrication incidents in Monmouthshire, he did not have the specifics to hand but would say the Service has seen an increase as lockdown has eased. Also, whilst the number of Road Traffic Collisions (RTCs) decreased, support to victims of abuse increased.

The Chair queried whether collaboration with the Home Safety Team could take place, with them handing out leaflets for the food banks, etc. He also raised liaising with communities to get home safety visits up and running.

The Head of Risk Reduction advised that the Service is thankful for foodbank support, and confirmed that discussions are taking place regards ways to reach out to all within the communities. He added that the Community Safety team are in direct contact with the Elderly Persons Commissioner for Wales in relation to reaching the most vulnerable within our communities. He confirmed that partnership working has been discussed at G10 and local Group Managers are taking to PSBs to discuss partnership working.

The Chair also requested that all Fire and Rescue Authority members have sight of the statistics relevant to their authorities. The Head of Corporate Support agreed to share the information with all Fire and Rescue Authority Members.

The Chair queried whether the pantomime in relation to grass fires could be reinstated to schools. The Head of Risk Reduction confirmed that this will be reintroduced as the lockdown eases and Community Safety are allowed to visit schools.

Councillor Smith queried the wearing of body cameras and also a CD that had been produced some years ago by a number of teenagers in relation to the setting of refuse fires. The Head of Risk Reduction advised that the wearing of body cameras had been a trial although they are still worn for training purposes, adding that there had been considerable impact around data capture and storage. He confirmed that there are CCTV on appliances and the Service also has access to drones utilised for preventative and enforcement activities. He confirmed that he would investigate the redistribution of the CD.

Councillor White raised the issue of domestic abuse incidents within the Kenfig Hill area.

The Head of Risk Reduction advised that there is an on-call function within the Community Safety Team to protect properties that are fire targeted by abusive partners. He gave detail of the Momentum Programme which links in with refuges across the unitary authorities. The eight week programme is aimed at those who have suffered domestic abuse and seeks to build self-esteem and to provide positive male role models. The programme has seen some very positive results, with some individuals becoming fire cadets and also volunteers.

Councillor White advised that it has been enlightening over the last few years to learn what the Service does as well as attending fires and RTC's.

RESOLVED THAT

- 89.1 Members noted the Health Check of Priority Actions and Q1 Progress Against the Statutory Pi's;
- 89.2 the statistics be circulated to all Fire and Rescue Authority members; and
- 89.3 the Head of Risk Reduction investigate the redistribution of the Refuse Fire Setting CD as mentioned by Councillor Smith.

90. 2020/21 ANNUAL TREASURY MANAGEMENT REVIEW

The Temporary Head of Finance & Procurement presented the 2020/21 Annual Treasury Management Review and the results of treasury management activities for the ending 31 March 2021. She gave a detailed overview of the report, including capital expenditure and borrowing.

RESOLVED THAT

Members resolved to recommend that the Fire and Rescue Authority note the annual Treasury Management Review for 2020/21 and approve the actual 2021/21 prudential and treasury indicators.

91. AUDIT WALES FINAL AUDIT LETTER

The Temporary Director of Corporate Services presented the 'Notice of Certification of Completion of the Audit' from Audit Wales.

The Treasurer confirmed that the Auditor was experiencing issues with connecting to the meeting, but confirmed that they did not wish to raise any issues.

RESOLVED THAT

Members noted the contents of the Notice of Certification of Completion of the Audit' from Audit Wales.

92. CORPORATE RESILIENCE REPORT – SOUTH WALES FIRE & RESCUE AUTHORITY

The Temporary Director of Corporate Services presented the Corporate Resilience Report from Audit Wales.

He gave an overview of the contents of the report, particularly around Governance of the Fire and Rescue Authority, advising that Audit Wales are looking at resilience over the next five years around governance, collaboration, workforce and overall business continuity plans. He advised that there are a lot of positives to reflect on, unfortunately the report focussed more on the negative aspects. The auditors were not available for today's meeting, they will be in attendance at the Fire and Rescue Authority meeting taking place Monday 27th September 2021 where Members will have the opportunity to ask questions.

RESOLVED THAT

Members noted the content of the Corporate Resilience Report.

93. INTERNAL AUDIT REPORT

Ms H Cargill, Auditor from TIAA presented the Internal Audit Report which updates Members on progress being made against the Internal Audit Plan 2021/22.

She was pleased to advise the report is positive, with just some low priority recommendations relating to payment cards, and some minor suggestions in relation to performance management.

She confirmed that there are a further two reports currently in draft relating to Planning and Safeguarding, the reports on the Core/HR system is also being finalised. One change to the plan relates to a Death in Service audit that has been requested by senior management.

The Chair was pleased to note the positive reports, adding that this shows the due diligence of staff.

RESOLVED THAT

Members noted the internal audit recommendations and work completed to date on the Internal Audit Annual Plan 2021/2022.

94. FORWARD WORK PROGRAMME

The Head of Corporate Support presented the Forward Work Programme for 2021/22.

RESOLVED THAT

Members noted the Forward work Programme for 2021/22.

95. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRMAN DEEMS URGENT (PART 1 OR 2)

There were no items of business that the Chairman deemed urgent (Part 1 or 2)

THIS PAGE IS INTENTIONALLY BLANK

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP MEETING HELD ON MONDAY, 11 OCTOBER 2021 AT 1030 HRS VIA STARLEAF

1. PRESENT:

Councillor	Arrived	Left	
L Brown (Chair)			Monmouthshire
D T Davies			Caerphilly
M Spencer			Newport
G Holmes			Rhondda Cynon Taf
A Hussey			Caerphilly
A Lister			Cardiff
S Malson			Torfaen
S Morgans			Rhondda Cynon Taf
D Naughton			Cardiff
R Shaw			Bridgend
V Smith			Monmouthshire
H Thomas			Newport
J Williams	1045		Cardiff

APOLOGIES:

D Ali	Cardiff
H Jarvie	Vale of Glamorgan

OFFICERS PRESENT: T/ACO Geraint Thomas – Director of Corporate Services; Mrs S Watkins – Deputy Monitoring Officer; Mr C Barton – Treasurer; Mrs L Mullan – T/Head of Finance & Procurement; Mr M Davies – Property Strategy Manager

2. DECLARATIONS OF INTEREST

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

Councillor Holmes declared an interest in agenda item number 5 due to his employment with an approved Building Inspector.

3. ELECTION OF CHAIR 2021/22

The Deputy Monitoring Officer informed Members that additional items were to be included on the agenda in order to appointment a Chair and Deputy Chair of the Scrutiny Group.

It was agreed that these items would be placed first on the agenda.

The Deputy Monitoring Officer invited nominations to be made for the appointment of Chair.

Cllr Hussey nominated Cllr Shaw. Cllr Shaw declined as he was unable to take up the post.

Cllr Brown reported that in the spirit of scrutiny, it is normal for an opposition party to take the chair, and Cllr Brown nominated herself; seconded by Cllr Naughton.

Members who were able to vote unanimously agreed the nomination.

The Deputy Monitoring Officer handed the meeting to the Chair.

RESOLVED THAT

Cllr L Brown was duly elected Chair of the Finance, Asset & Performance Management Scrutiny Group.

4. ELECTION OF DEPUTY CHAIR 2021/22

The Chair invited nominations to be made for the appointment of Deputy Chair.

Cllr Smith nominated Cllr Naughton; seconded by Cllr Williams.

Cllr Morgans nominated Cllr Holmes; seconded by Cllr Naughton who wished to withdraw himself from Cllr Smith's nomination.

Members voted and unanimously agreed the nomination.

RESOLVED THAT

Cllr G Holmes was duly elected Deputy Chair of the Finance, Asset & Performance Management Scrutiny Group.

5. CHAIR'S ANNOUNCEMENTS

There were no announcements from the Chair.

6. MINUTES OF PREVIOUS MEETING

The minutes of the Finance, Asset & Performance Management Scrutiny Group meeting held on 18 January 2020 were received and accepted as a true record of proceedings.

7. PROPERTY ASSET STRATEGY 2021/22

The Property Strategy Manager updated Members on the new Property Asset strategy which provides the clear principles, ethos and goals of the Service in the management of its property, including land and buildings. The Strategy is essential to enable property decisions to be made in line with the Strategic Plan.

The Property Strategy Manager explained the process for the completion of building conditions surveys, use of architects and the involvement of local authority inspectors and appointment of respective local authority building control.

Members raised questions on the relocation of New Inn, and the Property Strategy Manager advised that at this point in time there were no foreseen issues with the planning application. He added that an intensive search of the area had been conducted by the previous Property Strategy Manager, and negotiations are still ongoing with the land owner. The timescale for commencement of any works is 18-24 months. Any commitment with other emergency services in the meanwhile will allow for respective requirements to be built-in at the design stage. With regard to the highlighted congestion at the New Inn roundabout, the Property Strategy Manager agreed to raise this point when meeting with planners.

In response to Members' questions regarding collaborative sites, the Property Strategy Manager advised that Gwent Police withdrew from the Abergavenny project as they had considered it was not value for money and took the decision to look at alternative sites. With regard to Monmouth, the Service currently awaits commitment from Gwent Police and WAST at the end of this month. At Cowbridge, South Wales Police are due to move in imminently but there is currently no interest from WAST as their biggest challenge is the commitment of funds due to their funding model.

The Property Services Manager advised that he is currently writing the tender brief for appointment of contractors for installation of solar panels. The Service has been working with Welsh Government in development of a report on solar panels and the Service has committed to installation at Headquarters and Barry Fire Station by the end of the financial year. There may also be scope to consider installation at other sites within that timeframe.

The Director of Corporate Services added that in terms of New Inn, and other Service sites, one of the main considerations for improvement/refurbishment or consideration of alternative sites is the age and condition of the property together with the impact of the Fire Cover Review.

The Chair requested that Members' concerns regarding congestion at the New Inn roundabout be considered along with a reasonable alternative access within the constraints of the existing site.

RESOLVED THAT

- 7.1 Members approved the new Property Asset Strategy for 2021/22.
- 7.2 Officers will give due consideration to an alternative emergency access within the constraints of the existing site in conjunction with the local Highways Department.
- 7.3 Members agreed that Local Authority Building Control Inspectors would be used when dealing with property issues.

8. PROPOSED NEW TERMS OF REFERENCE FOR SCRUTINY GROUP

The Director of Corporate Services brought Members' attention to the reiteration of the previous reports on the proposed new terms of reference for the Scrutiny Group.

Prior to further consideration of the proposals, the Chair suggested a further option be considered which would see ten Members of the HR & Committee; ten Members of the Finance, Audit & Performance Management Committee; seven Members of the Scrutiny Group plus three co-opted subject matter experts. The Director of Corporate Services advised that political balance will also need to be considered and maintained.

Following in-depth discussion and scrutiny of all options presented, all Members voted unanimously to refer the following proposals to the HR & Equalities Committee and the Finance, Audit & Performance Management Committee prior to making recommendation to the Fire & Rescue Authority:

- Chairs and Deputy Chairs of Fire & Rescue Authority or Committees are not able to sit on the Scrutiny Committee.
- Members of the FAPM Committee are not able to sit on the Scrutiny Committee.
- Members of the HR & E Committee are permitted to sit on the Scrutiny Committee.
- Invited co-opted subject matter experts as and when required.
- Reduce membership on the HR & Equalities Committee from 15 to 10 to take into consideration the additional workload and impact on Members who currently sit on more than one Committee.

9. APPOINTMENT OF MEMBER CHAMPIONS

The Director of Corporate Services requested Members to consider the appointment of Member Champions to the key asset management groups of the Authority.

Following discussion, it was agreed to defer the matter to the next meeting to take account of new Members as a result of the impending changes to the Group.

RESOLVED THAT

Members agreed to defer the appointment of Member Champions to the next meeting.

10. MEDIUM TERM FINANCIAL STRATEGY

The Treasurer provided Members with a reiteration of the report to the Finance, Audit & Performance Management Committee on 20 September 2021. This included budget projections based on the Authority's plans and strategies informed by the general financial and operational environment in which services are provided, and confirmed that the Strategy indicates the Authority's cost base will increase by approximately 2% per annum.

RESOLVED THAT

Members noted the Medium Term Financial Strategy.

11. REVENUE AND CAPITAL BUDGET SETTING 2022/23

The Treasurer provided a presentation on the Revenue & Capital Budget Setting for 2022/23.

In response to Members' queries, the Treasurer confirmed that revenue can be capitalised within reason where necessary, however, with regard to the budget figures for next year, it is unlikely that this will be the case and inflation assumptions will continue to be monitored.

In response to Cllr Naughton's query regarding investment to accelerate plans to move the vehicle fleet to all electric, the Director of Corporate Services advised that currently just one supplier has developed the appropriate technology for fire appliances but the replacement programme for environmentally friendly diesels is progressing. Currently, 20 light vehicles have been replaced and the charging infrastructure is set up at Headquarters and across six fire stations.

In response to Cllr Hussey, the Director of Corporate Services confirmed that whilst the Service does have some hybrid vehicles, it is not the preferred option due to the use of petrol.

RESOLVED THAT

Members noted the Revenue and Capital Budget Setting for 2022/23.

12. FORWARD WORK PROGRAMME 2020/2021

The Director of Corporate Services presented the Forward Work Programme for 2020/2021.

Cllr Naughton expressed concern regarding the date of the last meeting of the municipal year on 28 April 2022 due to the close proximity to the period of purdah.

RESOLVED THAT

12.1 Members accepted the Forward Work Programme for 2020/2021, subject to the inclusion of the Scrutiny Committee proposal report to the HR & Equalities Committee and the Finance, Audit & Performance Management Committee respectively.

12.2 Officers agreed to consider bringing forward the date of the 28 April 2022 meeting.

13. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRMAN DEEMS URGENT (PART 1 OR 2)

There were no items of urgent business for Members to consider.

AGENDA ITEM NO 6

UPDATE ON OUTSTANDING ISSUES ARISING FROM PREVIOUS FIRE & RESCUE AUTHORITY MEETINGS

Sally Chapman – DCO
Huw Jakeway – CFO
Dewi Rose – ACFO SD

Chris Barton – Treasurer
Alison Reed – ACO PS
Richie Prendergast – ACFO TS
Geraint Thomas – T/ACO CS

Minute No	Item	Action	Leading Officer	Current Status:
20/21-32.	Acquisition of Land to Accommodate the Relocation of New Inn Fire Station	Submit an offer for acquisition of the land conditional on the matters outlined in the report, and proceed with purchase arrangements subject to FAPM agreement up to maximum figure outlined.	T/ACO CS	All initial surveys have been completed. A more detailed/intrusive site investigation has taken place; currently assessing the detail of the report before progressing with formal offer.
20/21 – 56.6	Proposed New Terms of Reference for the Scrutiny Committee	Refer back to the Scrutiny Committee, HR & Equalities Committee and FAPM Committee for further detailed consideration of both options presented and provide an update of views to a future meeting of the Fire & Rescue Authority.	T/ACO CS	The Scrutiny Group's preferred option has been submitted to the HR & Equalities Committee and the FAPM for consideration and subsequent recommendation to the Fire Authority at the 29 March 2022 meeting.
20/21 – 56.10	Grenfell Tower Inquiry Thematic Review	The Review report to be considered by the Service's Operational Co-ordination Group and the High Rise Task Group, and a further update provided to a future meeting of the Fire & Rescue Authority.	CFO	In progress.

Minute No	Item	Action	Leading Officer	Current Status:
21/22 – 17.1.1	Strategic Themes and Proposed Objectives 2022/23	Stage 2 of the Annual Improvement Plan consultation document to be published on the Service's website by 31 October 2021.	T/ACO CS	Action Completed
21/22 – 17.3.2	Firefighter Pensions – Remediating Age Discrimination : Pension Benefit Options	Provide pension benefit options to the individuals considered to be in scope for Immediate Detriment	ACO PS	<p>The decision reached by the Fire Authority on 19 July 2021 has been communicated to staff. We are currently in the process of preparing the policy approach in line with the Home Office guidance so that individuals who submit their notice to retire on or after 19 October 2021 and are in scope, will receive pension benefit options as agreed at Fire Authority.</p> <p>A further report is submitted at today's meeting following agreement of a Memorandum of Understanding between LGA and FBU which broadens the scope of this work. The report will seek formal adoption of the MoU.</p>
21/22 – 17.3.3	Firefighter Pensions – Remediating Age Discrimination : McCloud Exercise	Progress exercise to implement the wider remedy work as described in the outcome of the HMT consultation on public service pensions for implementation by October 2023 at the latest.	ACO PS	On 25 October 2021, Welsh Government published a consultation relating to proposed amendments to the Firefighters' Pension Scheme (Wales) Regulations 2015 which will require all current members of the firefighters' pension schemes

Minute No	Item	Action	Leading Officer	Current Status:
				<p>dating from 1992 and 2007 to join the 2015 Scheme on 1 April 2022. Fire Authority will submit a formal response to the consultation. A response to the consultation will be discussed at the today's meeting. Resources have been allocated to this work.</p>

THIS PAGE IS INTENTIONALLY BLANK

AGENDA ITEM NO 7

Reports for Decision

THIS PAGE IS INTENTIONALLY BLANK

THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.i
20 DECEMBER 2021

REPORT OF THE TREASURER

TREASURY MANAGEMENT MID-TERM REVIEW REPORT 2021/22**THIS REPORT IS FOR DECISION**

REPORT PRESENTED BY THE TREASURER

SUMMARY

The Treasury Management Mid-Term Review report provides an update on the Authority's treasury activities for the period 1 April-30 September 2021.

RECOMMENDATIONS

The Fire Authority note the report and treasury activity for the period.

1. BACKGROUND

- 1.1 The Fire & Rescue Authority approved the Treasury Management Strategy Statement (TMSS) for 2020/21 on 22 March 2021. The TMSS sets out the reporting framework for monitoring performance and compliance of treasury management activities.
- 1.2 This report contains indicators and information for the 6 months leading up to 30 September 2021. Treasury procedures and reporting are intended to limit the Authority's exposure to unforeseen and unbudgeted financial consequences and to ensure that treasury management activity has been conducted in accordance with legislation and the agreed strategy.

2. INTRODUCTION

- 2.1 This report has been written in accordance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2017).
- 2.2 The primary requirements of the Code are as follows:
 - (i) Creation and maintenance of a Treasury Management Policy Statement (TMSS) which sets out the policies and objectives of the Authority's treasury management activities.

- (ii) Creation and maintenance of Treasury Management Practices which set out the manner in which the Authority will seek to achieve those policies and objectives.
- (iii) Receipt by the full Authority of:
 - (a) an annual TMSS to include the Annual Investment Strategy (AIS) and Minimum Revenue Provision (MRP) Policy for the year ahead;
 - (b) a Mid-year Review Report (this report), and
 - (c) An Annual Report, (stewardship report), covering activities during the previous year.
- (iv) Delegation by the Authority of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
- (v) Delegation by the Authority of the role of scrutiny of treasury management strategy and policies to a specific named body. For this Authority the delegated body is the Finance, Audit & Performance Management (FAPM) Committee.

2.3 This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and covers the following:

- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- The Authority's capital expenditure and how these plans area financed
- The impact of the changes in capital expenditure plans on prudential/ treasury indicators and limits and the underlying need to borrow;
- A review of the Authority's investment portfolio for 2020/21;
- A review of the Authority's borrowing strategy for 2020/21.

2.4 Appendix 1 provides an economic update for the 6 months leading up to 30 September, in addition to forecast information to inform treasury activities.

3. TREASURY MANAGEMENT STRATEGY STATEMENT UPDATE

- 3.1 The Treasury Management Strategy Statement (TMSS) for 2021/22 was approved by this Authority on 22 March 2021. There are no policy changes to report and a review of the indicators and limits are set out in the below table.

Prudential/Treasury Indicators 2020/21	TMSS £000	Revised £000
Capital expenditure	8,614	7,432
Financing:		
Capital grants	-826	-700
Revenue	-200	-200
Capital receipts	0	-189
Net financing requirement	7,588	6,343
Less MRP	-3,602	-3,472
CFR at 1 April	42,683	41,630
Increase / decrease in CFR	3,986	2,871
CFR at 31 March	46,669	44,501
External debt		
Loan Debt as at 1 April	29,061	29,062
New Borrowing	3,000	0
Repayment of Borrowing	-916	-916
Loan Debt as at 31 March	31,146	28,147
Other long term liabilities	4,097	4,097
Increase / decrease	-365	-365
Gross debt at 31 March	35,243	32,244
Under / (over) borrowed position	11,426	12,257
Operational Boundary;		
Debt	40,000	40,000
Other long term liabilities	5,000	5,000
Total	45,000	45,000
Authorised limit		
Debt	45,000	45,000
Other long term liabilities	10,000	10,000
Total	55,000	55,000
Affordability:		
Ratio of Financing costs to Revenue	6.71%	6.44%
Operational limit	9%	9%
Authorised limit	10%	10%
Bank / current rates		
Lloyds	0%	0%
Barclays	0%	0%

SWFRS banking rates track the BOE rate with a deduction 0.10%. As the BOE rate is currently 0.10%, the banking rate is 0%

4. PRUDENTIAL /TREASURY INDICATORS

- 4.1 This part of the report is structured to update members with the following:
- The Authority's capital expenditure plans (see capital monitoring report);
 - How these plans are being financed;
 - The impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow; and
 - Compliance with the limits in place for borrowing activity.

5. CAPITAL EXPENDITURE PLANS

- 5.1 The largest changes have taken place in Property and Operational budgets. Members will be aware of the land acquisition plans to re-locate New Inn station. The original budget for 21/22 assumed construction of a new station would be underway this year although our offer has yet to go through the formal process before this can happen. The pandemic has had an adverse effect on supply chains worldwide and for South Wales Fire & Rescue Service this affected structural fire kit, helmets and breathing apparatus projects being delayed. The slower rate of spending has resulted in a lower borrowing projected requirement, ie CFR at £44.542m for 31 March 2022.
- 5.2 Financing such as grants and the strategic use of reserves have a reducing effect on the Authority's borrowing requirement, ie CFR. A small change has occurred since agreeing the TMSS of £189k capital receipts which will be used to fund further investment in our fleet.
- 5.3 A key indicator is how the CFR compares to the borrowing position. Borrowing should remain below the CFR limit, at least in the medium to long term and this position is described as either under or over borrowed. This indicators helps ensure borrowing is undertaken for capital purposes only. The above table indicates the Authority is currently anticipates continuing with its under borrowed position, ie £12.298m at 31 March 2022.
- 5.4 In addition to CFR, borrowing limits are in place for both external loans and other financial instruments, ie lease and PFI arrangements which constitute borrowing. This is to ensure borrowing is prudent, controlled and is monitored. It is a statutory duty for the Authority to determine and keep under review the affordable borrowing limits. During the half year ended 30 September 2021, the Authority has operated within the treasury and prudential indicators set out in the TMSS 2021/22, as indicated in the above table. The Treasurer reports that no difficulties are envisaged for

the current or future years in complying with these indicators. All treasury management operations have also been conducted in compliance with the Authority's Treasury Management Practices.

- 5.5 There are a number of factors affecting cash balances, the revenue and capital budget positions; the rank and volume of firefighter retirements and grants. New borrowing is not planned for the current financial year although in future years, investment in energy saving and sustainable projects to help achieve a net zero carbon position is likely to take the shape of 0% finance. Officers can confirm that the approved limits within the Annual Investment Strategy were not breached during the period ended 30 September 2021.
- 5.6 Current economic conditions make for a challenging time for investing and we have seen a large reduction in the Service's returns over the last 2 years. Typical bank rates are an adjusted Bank of England tracking rate with and with BoE rates currently 0.10% the effective rate is zero, ie BoE rate -0.10%. The Authority has not invested this financial year and has adhered to its policy of investing with UK Banks and building societies. Bank deposits of £13,328,290 were held as at 30 September and are set to reduce over the remainder of this financial as we continue to internally fund capital investment which is characteristically, year end heavy.

6. INTEREST RATE FORECASTS

- 6.1 The Authority's treasury advisor, Link Group, provide the following forecasts on 29 September 2021.

Link Group Interest Rate View 29.9.21										
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
BANK RATE	0.10	0.10	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.75
3 month ave earnings	0.10	0.10	0.20	0.20	0.30	0.40	0.50	0.50	0.60	0.70
6 month ave earnings	0.20	0.20	0.30	0.30	0.40	0.50	0.60	0.60	0.70	0.80
12 month ave earnings	0.30	0.40	0.50	0.50	0.50	0.60	0.70	0.80	0.90	1.00
5 yr PWLB	1.40	1.40	1.50	1.50	1.60	1.60	1.60	1.70	1.70	1.70
10 yr PWLB	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10
25 yr PWLB	2.20	2.20	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.60
50 yr PWLB	2.00	2.00	2.10	2.20	2.20	2.20	2.20	2.30	2.30	2.40

7. FINANCIAL IMPLICATIONS

- 7.1 The financial implications of treasury activities have been factored into the Authority's budgeting and reporting processes.

8. LEGAL IMPLICATIONS

- 8.1 The Authority is required to comply with the requirements of the Local Government Act 2003 and to have regard to both the Welsh Government guidance and the CIPFA Code when determining its treasury management policy, strategies and reporting regime.

9. EQUALITY RISK ASSESSMENT

- 9.1 There are no equality implications resulting directly from this report.

10. IMPLICATIONS

10.1 Community and Environment

Equality, Diversity and Inclusion	No
Welsh Language	No
No	No
Socio Economic Duty	No
Sustainability/Environment/Carbon Reduction	No
Safeguarding	No
Consultation and Communications	No
Consultation with Representative Bodies	No
Impact Assessment	No

10.2 Regulatory, Strategy and Policy

Legal	No	Data Protection / Privacy	No
Financial	No	Health, Safety and Wellbeing	No
Procurement	No	Governance & Audit	No
Corporate Risk	No	Service Policy	No
Information Management	No	National Policy	No

10.3 Resources, Assets and Delivery

Human Resource and People Development	No
Assets and Resources (Property/Fleet/ICT/Equipment)	No
Service Delivery	No
Procurement	No
Budget Revenue/Capital	No

11. RECOMMENDATION

11.1 The Fire Authority note the report and treasury activity for the period.

Contact Officer:	Chris Barton Treasurer
Background Papers:	None
Appendices:	TMSS 2021/22 TM Outturn Report 2020/21 Revenue/capital monitoring reports Link Service information Appendix 1 – Economic Update

THIS PAGE IS INTENTIONALLY BLANK

Appendix 1

Economics & Interest Rates

- At the Monetary Policy Committee (MPC) meeting, 24 September, the voted was unanimously to leave Bank Rate unchanged at 0.10% and made no changes to its programme of quantitative easing purchases due to finish by the end of this year at a total of £895bn; two MPC members voted to stop the last £35bn of purchases as they were concerned that this would add to inflationary pressures.
- There was a major shift in the tone of the MPC's minutes at this meeting from the previous meeting in August which had majored on indicating that some tightening in monetary policy was now on the horizon, but also not wanting to stifle economic recovery by too early an increase in Bank Rate. In his press conference after the August MPC meeting, Governor Andrew Bailey said, "the challenge of avoiding a steep rise in unemployment has been replaced by that of ensuring a flow of labour into jobs" and that "the Committee will be monitoring closely the incoming evidence regarding developments in the labour market, and particularly unemployment, wider measures of slack, and underlying wage pressures." In other words, it was flagging up a potential danger that labour shortages could push up wage growth by more than it expects and that, as a result, CPI inflation would stay above the 2% target for longer. It also discounted sharp increases in monthly inflation figures in the pipeline in late 2021 which were largely propelled by events a year ago e.g., the cut in VAT in August 2020 for the hospitality industry, and by temporary shortages which would eventually work their way out of the system: in other words, the MPC had been prepared to look through a temporary spike in inflation.
- So, in August the country was just put on alert. However, this time the MPC's words indicated there had been a marked increase in concern that more recent increases in prices, particularly the increases in gas and electricity prices in October and due again next April, are, indeed, likely to lead to faster and higher inflation expectations and underlying wage growth, which would in turn increase the risk that price pressures would prove more persistent next year than previously expected. Indeed, to emphasise its concern about inflationary pressures, the MPC pointedly chose to reaffirm its commitment to the 2% inflation target in its statement; this suggested that it was now willing to look through the flagging economic recovery during the summer to prioritise bringing inflation down next year. This is a reversal of its priorities in August and a long way from words at earlier MPC meetings which indicated a willingness to look through inflation overshooting the target for limited periods to ensure that inflation was 'sustainably over 2%'. Indeed, whereas in August the MPC's focus was on getting through a winter of temporarily high energy prices and supply shortages, believing that inflation would return to just under the 2% target after reaching a high around 4% in late 2021, now its primary concern is that underlying price pressures in the economy are likely to get embedded over the next year and elevate future inflation to stay significantly above its 2% target and for longer.
- Financial markets are now pricing in a first increase in Bank Rate from 0.10% to 0.25% in February 2022, but this looks ambitious as the MPC has stated that it wants to see what happens to the economy, and particularly to employment once furlough ends at the end of September. At the MPC's meeting in February it will only have available the employment figures for November: to get a clearer picture of employment trends, it would need to wait until the May meeting when it would have data up until February. At its May meeting, it will also have a clearer understanding of the likely peak of inflation.
- The MPC's forward guidance on its intended monetary policy on raising Bank Rate versus selling (quantitative easing) holdings of bonds is as follows: -
 1. Placing the focus on raising Bank Rate as "the active instrument in most circumstances".
 2. Raising Bank Rate to 0.50% before starting on reducing its holdings.
 3. Once Bank Rate is at 0.50% it would stop reinvesting maturing gilts.
 4. Once Bank Rate had risen to at least 1%, it would start selling its holdings.
- COVID-19 vaccines. These have been the game changer which have enormously boosted confidence that life in the UK could largely return to normal during the summer after a third wave of the virus threatened to overwhelm hospitals in the spring. With the household saving rate having been exceptionally high since the first lockdown in March 2020, there is plenty of pent-up demand and purchasing power stored up for services in hard hit sectors like restaurants, travel and hotels. The big question is whether mutations of the virus could develop which render current vaccines ineffective, as

opposed to how quickly vaccines can be modified to deal with them and enhanced testing programmes be implemented to contain their spread.

US. See comments below on US treasury yields.

EU. The slow roll out of vaccines initially delayed economic recovery in early 2021 but the vaccination rate has picked up sharply since then. After a contraction in GDP of -0.3% in Q1, Q2 came in with strong growth of 2%, which is likely to continue into Q3, though some countries more dependent on tourism may struggle. Recent sharp increases in gas and electricity prices have increased overall inflationary pressures but the European Central Bank (ECB) is likely to see these as being only transitory after an initial burst through to around 4%, so is unlikely to be raising rates for a considerable time.

German general election. With the Christian Democratic Union (CDU/CSU) and Social Democratic Party (SDP) both having won around 24-26% of the vote in the September general election, the composition of Germany's next coalition government may not be agreed by the end of 2021. An SDP-led coalition would probably pursue a slightly less restrictive fiscal policy, but any change of direction from a CDU/CSU led coalition government is likely to be small. However, with Angela Merkel standing down as Chancellor as soon as a coalition is formed, there will be a hole in overall EU leadership which will be difficult to fill.

China. After a concerted effort to get on top of the virus outbreak in Q1 2020, economic recovery was strong in the rest of the year; this enabled China to recover all the initial contraction. During 2020, policy makers both quashed the virus and implemented a programme of monetary and fiscal support that was particularly effective at stimulating short-term growth. At the same time, China's economy benefited from the shift towards online spending by consumers in developed markets. These factors helped to explain its comparative outperformance compared to western economies during 2020 and earlier in 2021. However, the pace of economic growth has now fallen back after this initial surge of recovery from the pandemic and China is now struggling to contain the spread of the Delta variant through sharp local lockdowns - which will also depress economic growth. There are also questions as to how effective Chinese vaccines are proving. In addition, recent regulatory actions motivated by a political agenda to channel activities into officially approved directions, are also likely to reduce the dynamism and long-term growth of the Chinese economy.

Japan. 2021 has been a patchy year in combating Covid. However, after a slow start, nearly 50% of the population are now vaccinated and Covid case numbers are falling. After a weak Q3 there is likely to be a strong recovery in Q4. The Bank of Japan is continuing its very loose monetary policy but with little prospect of getting inflation back above 1% towards its target of 2%, any time soon: indeed, inflation was negative in July. New Prime Minister Kishida has promised a large fiscal stimulus package after the November general election – which his party is likely to win.

World growth. World growth was in recession in 2020 but recovered during 2021 until starting to lose momentum more recently. Inflation has been rising due to increases in gas and electricity prices, shipping costs and supply shortages, although these should subside during 2022. It is likely that we are heading into a period where there will be a reversal of world globalisation and a decoupling of western countries from dependence on China to supply products, and vice versa. This is likely to reduce world growth rates from those in prior decades.

Supply shortages. The pandemic and extreme weather events have been highly disruptive of extended worldwide supply chains. At the current time there are major queues of ships unable to unload their goods at ports in New York, California and China. Such issues have led to mis-distribution of shipping containers around the world and have contributed to a huge increase in the cost of shipping. Combined with a shortage of semi-conductors, these issues have had a disruptive impact on production in many countries. Many western countries are also hitting up against a difficulty in filling job vacancies. It is expected that these issues will be gradually sorted out, but they are currently contributing to a spike upwards in inflation and shortages of materials and goods on shelves.

3.2 Interest rate forecasts

The Authority's treasury advisor, Link Group, provided the following forecasts on 29th September 2021 (PWLB rates are certainty rates, gilt yields plus 80bps):

Link Group Interest Rate View		29.9.21								
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
BANK RATE	0.10	0.10	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.75
3 month ave earnings	0.10	0.10	0.20	0.20	0.30	0.40	0.50	0.50	0.60	0.70
6 month ave earnings	0.20	0.20	0.30	0.30	0.40	0.50	0.60	0.60	0.70	0.80
12 month ave earnings	0.30	0.40	0.50	0.50	0.50	0.60	0.70	0.80	0.90	1.00
5 yr PWLB	1.40	1.40	1.50	1.50	1.60	1.60	1.60	1.70	1.70	1.70
10 yr PWLB	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10
25 yr PWLB	2.20	2.20	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.60
50 yr PWLB	2.00	2.00	2.10	2.20	2.20	2.20	2.20	2.30	2.30	2.40

The coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, it left Bank Rate unchanged at its subsequent meetings.

As shown in the forecast table above, one increase in Bank Rate from 0.10% to 0.25% has now been included in quarter 2 of 2022/23, a second increase to 0.50% in quarter 2 of 23/24 and a third one to 0.75% in quarter 4 of 23/24.

Significant risks to the forecasts

- COVID vaccines do not work to combat new mutations and/or new vaccines take longer than anticipated to be developed for successful implementation.
- The pandemic causes major long-term scarring of the economy.
- The Government implements an austerity programme that suppresses GDP growth.
- The MPC tightens monetary policy too early – by raising Bank Rate or unwinding QE.
- The MPC tightens monetary policy too late to ward off building inflationary pressures.
- Major stock markets e.g. in the US, become increasingly judged as being over-valued and susceptible to major price corrections. Central banks become increasingly exposed to the “moral hazard” risks of having to buy shares and corporate bonds to reduce the impact of major financial market sell-offs on the general economy.
- Geo-political risks are widespread e.g. German general election in September 2021 produces an unstable coalition or minority government and a void in high-profile leadership in the EU when Angela Merkel steps down as Chancellor of Germany; on-going global power influence struggles between Russia/China/US.

The balance of risks to the UK economy: -

- The overall balance of risks to economic growth in the UK is now to the downside, including residual risks from Covid and its variants - both domestically and their potential effects worldwide.

Forecasts for Bank Rate

Bank Rate is not expected to go up fast after the initial rate rise as the supply potential of the economy has not generally taken a major hit during the pandemic, so should be able to cope well with meeting demand without causing inflation to remain elevated in the medium-term, or to inhibit inflation from falling back towards the MPC's 2% target after the surge to around 4% towards the end of 2021. Three increases in Bank rate are forecast in the period to March 2024, ending at 0.75%. However, these forecasts may well need changing within a relatively short time frame for the following reasons: -

- There are increasing grounds for viewing the economic recovery as running out of steam during the summer and now into the autumn. This could lead into stagflation which would create a dilemma for the MPC as to which way to face.
- Will some current key supply shortages e.g., petrol and diesel, spill over into causing economic activity in some sectors to take a significant hit?
- Rising gas and electricity prices in October and next April and increases in other prices caused by supply shortages and increases in taxation next April, are already going to deflate consumer spending power without the MPC having to take any action on Bank Rate to cool inflation. Then we have the Government's upcoming budget in October, which could also end up in reducing consumer spending power.
- On the other hand, consumers are sitting on around £200bn of excess savings left over from the pandemic so when will they spend this sum, in part or in total?
- There are 1.6 million people coming off furlough at the end of September; how many of those will not have jobs on 1st October and will, therefore, be available to fill labour shortages in many sectors of the economy? So, supply shortages which have been driving up both wages and costs, could reduce significantly within the next six months or so and alleviate the MPC's current concerns.
- There is a risk that there could be further nasty surprises on the Covid front, on top of the flu season this winter, which could depress economic activity.

In summary, with the high level of uncertainty prevailing on several different fronts, it is likely that these forecasts will need to be revised again soon - in line with what the new news is.

It also needs to be borne in mind that Bank Rate being cut to 0.10% was an emergency measure to deal with the Covid crisis hitting the UK in March 2020. At any time, the MPC could decide to simply take away that final emergency cut from 0.25% to 0.10% on the grounds of it no longer being warranted and as a step forward in the return to normalisation. In addition, any Bank Rate under 1% is both highly unusual and highly supportive of economic growth.

Forecasts for PWLB rates and gilt and treasury yields

As the interest forecast table for PWLB certainty rates above shows, there is likely to be a steady rise over the forecast period, with some degree of uplift due to rising treasury yields in the US.

There is likely to be **exceptional volatility and unpredictability in respect of gilt yields and PWLB rates** due to the following factors: -

- How strongly will changes in gilt yields be correlated to changes in US treasury yields?
- Will the Fed take action to counter increasing treasury yields if they rise beyond a yet unspecified level?
- Would the MPC act to counter increasing gilt yields if they rise beyond a yet unspecified level?
- How strong will inflationary pressures turn out to be in both the US and the UK and so impact treasury and gilt yields?
- How will central banks implement their new average or sustainable level inflation monetary policies?
- How well will central banks manage the withdrawal of QE purchases of their national bonds i.e., without causing a panic reaction in financial markets as happened in the "taper tantrums" in the US in 2013?
- Will exceptional volatility be focused on the short or long-end of the yield curve, or both?

The forecasts are also predicated on an assumption that there is no break-up of the Eurozone or EU within our forecasting period, despite the major challenges that are looming up, and that there are no major ructions in international relations, especially between the US and China / North Korea and Iran, which have a major impact on international trade and world GDP growth.

Gilt and treasury yields

Since the start of 2021, there has been a lot of volatility in gilt yields, and hence PWLB rates. During the first part of the year, US President Biden's, and the Democratic party's determination to push through a \$1.9trn (equivalent to 8.8% of GDP) fiscal boost for the US economy as a recovery package from the Covid pandemic was what unsettled financial markets. However, this was in addition to the \$900bn support package already passed in December 2020 under President Trump. This was then followed by additional Democratic ambition to spend further huge sums on infrastructure and an American families plan over the next decade which are

caught up in Democrat / Republican haggling. Financial markets were alarmed that all this stimulus, which is much bigger than in other western economies, was happening at a time in the US when: -

1. A fast vaccination programme has enabled a rapid opening up of the economy.
2. The economy had already been growing strongly during 2021.
3. It started from a position of little spare capacity due to less severe lockdown measures than in many other countries. A combination of shortage of labour and supply bottle necks is likely to stoke inflationary pressures more in the US than in other countries.
4. And the Fed was still providing monetary stimulus through monthly QE purchases.

These factors could cause an excess of demand in the economy which could then unleash stronger and more sustained inflationary pressures in the US than in other western countries. This could then force the Fed to take much earlier action to start tapering monthly QE purchases and/or increasing the Fed rate from near zero, despite their stated policy being to target average inflation. It is notable that some Fed members have moved forward their expectation of when the first increases in the Fed rate will occur in recent Fed meetings. In addition, more recently, shortages of workers appear to be stoking underlying wage inflationary pressures which are likely to feed through into CPI inflation. A run of strong monthly jobs growth figures could be enough to meet the threshold set by the Fed of "substantial further progress towards the goal of reaching full employment". However, the weak growth in August, (announced 3.9.21), has spiked anticipation that tapering of monthly QE purchases could start by the end of 2021. These purchases are currently acting as downward pressure on treasury yields. As the US financial markets are, by far, the biggest financial markets in the world, any trend upwards in the US will invariably impact and influence financial markets in other countries. However, during June and July, longer term yields fell sharply; even the large non-farm payroll increase in the first week of August seemed to cause the markets little concern, which is somewhat puzzling, particularly in the context of the concerns of many commentators that inflation may not be as transitory as the Fed is expecting it to be. Indeed, inflation pressures and erosion of surplus economic capacity look much stronger in the US than in the UK. As an average since 2011, there has been a 75% correlation between movements in 10 year treasury yields and 10 year gilt yields. This is a significant UPWARD RISK exposure to forecasts for longer term PWLB rates. However, gilt yields and treasury yields do not always move in unison.

There are also possible **DOWNSIDE RISKS** from the huge sums of cash that the UK populace have saved during the pandemic; when savings accounts earn little interest, it is likely that some of this cash mountain could end up being invested in bonds and so push up demand for bonds and support their prices i.e., this would help to keep their yields down. How this will interplay with the Bank of England eventually getting round to not reinvesting maturing gilts and then later selling gilts, will be interesting to keep an eye on.

The balance of risks to medium to long term PWLB rates: -

- There is a balance of upside risks to forecasts for medium to long term PWLB rates.

A new era – a fundamental shift in central bank monetary policy

One of the key results of the pandemic has been a fundamental rethinking and shift in monetary policy by major central banks like the Fed, the Bank of England and the ECB, to tolerate a higher level of inflation than in the previous two decades when inflation was the prime target to bear down on so as to stop it going above a target rate. There is now also a greater emphasis on other targets for monetary policy than just inflation, especially on 'achieving broad and inclusive "maximum" employment in its entirety' in the US before consideration would be given to increasing rates.

- The Fed in America has gone furthest in adopting a monetary policy based on a clear goal of allowing the inflation target to be symmetrical, (rather than a ceiling to keep under), so that inflation averages out the dips down and surges above the target rate, over an unspecified period of time.
- The Bank of England has also amended its target for monetary policy so that inflation should be 'sustainably over 2%' and the ECB now has a similar policy.
- **For local authorities, this means that investment interest rates and very short term PWLB rates will not be rising as quickly or as high as in previous decades when the economy recovers from a downturn and the recovery eventually runs out of spare capacity to fuel continuing expansion.**
- Labour market liberalisation since the 1970s has helped to break the wage-price spirals that fuelled high levels of inflation and has now set inflation on a lower path which makes this shift in monetary policy practicable. In addition, recent changes in flexible employment practices, the rise of the gig economy and technological changes, will all help to lower inflationary pressures.

- Governments will also be concerned to see interest rates stay lower as every rise in central rates will add to the cost of vastly expanded levels of national debt; (in the UK this is £21bn for each 1% rise in rates). On the other hand, higher levels of inflation will help to erode the real value of total public debt.

THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.ii
20 DECEMBER 2021

REPORT OF THE TREASURER

REVENUE BUDGET 2022/23**THIS REPORT IS FOR DECISION**

REPORT APPROVED BY TREASURER

PRESENTING OFFICER TREASURER

SUMMARY

The report includes the recommended draft revenue budget for 2022/23 considered by the Finance, Asset & Performance Management Committee on 13th December together with the supporting capital programme.

The Fire Authority is asked to commence a budget consultation during December and January, prior to setting its final budget in February 2022.

The report includes a proposed revenue budget of £79,304,057, representing a 2.29% increase over that set for 2021/22.

RECOMMENDATIONS

That the Fire Authority approve the proposed draft revenue and capital budgets together with the associated establishment changes as the basis for consultation.

1. BACKGROUND

- 1.1 The Fire Authority, FAPM Committee and Scrutiny Group have considered a range of reports on the budget over the last year and this report is the culmination of that work. The FAPM Committee considered the content at its meeting on the 13th December and recommended the budget to the fire Authority as the basis for consultation.
- 1.2 The Medium-Term Financial Strategy (MTFS) includes information regarding the basis for budget planning and this report provides the latest update for the 2022/23 financial year, together with the supporting capital

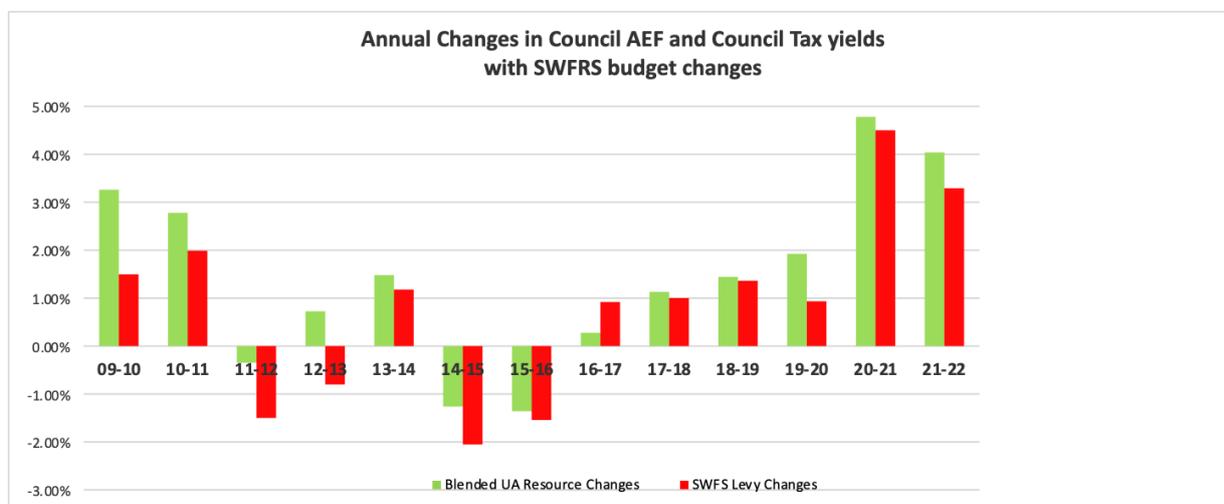
programme. The MTFS is informed by regular monitoring reports on the budget for the current year.

- 1.3 The FAPM Scrutiny Group has considered the background and detail to the budget at its meetings and considered further work to be undertaken.

2. ISSUE / PROPOSAL

Medium Term Financial Strategy and Historical Context

- 2.1 The approved MTFS includes historical context to the budget together with projections for future years' budgets.
- 2.2 For the current financial year, the Fire Authority set a budget of £77,530,089. In setting its annual budget, the Authority has always been mindful of the resources available to its constituent councils both from Welsh Government and local taxpayers.
- 2.3 The following chart shows the historical trend of increases / reductions in the revenue budget compared to the resources available to councils from Welsh Government and Council Tax.



Local Government Settlement

- 2.4 The draft Welsh Government Budget is expected to be published on the same day as this meeting with the Local Government Settlement shortly afterwards. There are no indicative figures available from previous years however, the Minister has indicated that it is the desire and intention to return to multi-year indicative settlements in this budget round.

- 2.5 The last two years have seen a return to more positive settlements for local government after a long period of austerity.
- 2.6 Along with the resources Welsh Government provides to constituent councils from revenue support grant and non-domestic rates, the councils also raise council tax to meet the demands on their budgets. There is a historical pattern of increasing yield from council tax of between 4% to 5% and no indication that this trend will discontinue.
- 2.7 The Fire Authority has always been cognisant of the settlement together with the overall resources available to councils when setting its budget.

Population Change

- 2.8 Population data used in the Welsh Government Settlement is the basis on which the Fire Authority's budget is distributed and funded by the ten constituent councils in the South Wales area. The Fire Authority has no powers to vary this distribution methodology which is set out in legislation.
- 2.9 The table below illustrates the change in the distribution of current contributions based on the new population data for 2022/23. It is important to note that Councils which see increases in population generally benefit from a proportionately more favourable Welsh Government settlement and vice versa.

Authority	Budget 21/22	Population 21/22	Population 22/23	Change %	Change £
Bridgend	7,363,938	147,165	147,892	0.15	11,340
Vale of Glamorgan	6,742,658	134,749	135,617	0.30	20,474
Rhondda Cynon Taf	12,117,260	242,158	242,784	-0.08	-9,779
Merthyr Tydfil	3,039,898	60,751	60,919	-0.06	-1,907
Caerphilly	9,099,329	181,846	182,060	-0.22	-20,114
Blaenau Gwent	3,481,840	69,583	69,548	-0.39	-13,526
Torfaen	4,696,428	93,856	94,111	-0.07	-3,173
Monmouthshire	4,760,377	95,134	95,489	0.03	1,598
Newport	7,854,667	156,972	158,154	0.41	32,370
Cardiff	18,373,693	367,190	368,090	-0.09	-17,283
	77,530,089	1,549,404	1,554,664		0

- 2.10 These changes at council level will be reflected in minor variations from the overall average increase in budget set by the Fire Authority.

Budget Planning Considerations

- 2.11 The Authority has continued to invest in its assets underpinning its operational and support service capabilities. Part of the budget strategy has been to generate efficiency savings in the use of resources to offset this additional required investment. This process has been continued throughout the Covid pandemic as more flexible working practices have offered opportunities to reduce travel and associated costs. The movement towards a reduced carbon future has also focussed attention on transport and energy costs across the service.
- 2.12 Pay awards again present an issue for the Authority's planning. Upward pressure exists on pay across the public sector and whilst uniformed staff have accepted a pay offer for the current year, support staff representative bodies are balloting for industrial action. This represents a risk to planning for next year. Assumptions of 1.5% are included in the budget for next year for all staff groups.
- 2.13 Pension costs are an ongoing uncertainty as they have been for several years now. Resolution of the McCloud judgements relating to the inequality in fire pension schemes is ongoing and valuation of the schemes is also still being worked on.
- 2.14 Widening of the role of the fire fighter is still a current topic. For the purposes of the budget, it has been assumed that any additional costs arising from such an initiative would be matched by funding from within the Welsh Public Sector.
- 2.15 The Authority's job evaluation scheme has been implemented and the projected costs of this are reflected in the revenue budget. Appeal processes are continuing so there is a degree of uncertainty in this area. The Authority believes that any variation arising from appeals will not represent a significant risk to the budget.
- 2.16 As part of the budget review, the authority has considered a number of current posts on the establishment which are of a temporary nature. Some appear to be necessary on a permanent basis. Whilst there is currently no specific budget provision for these posts in previous years, it has been possible to accommodate them through the delivery of savings across the establishment budget. It is intended that these posts (outlined in Appendix 3) are confirmed on the establishment but funded as in the past from savings within the overall employee budget.
- 2.17 After allowing for efficiency savings and budget reductions, the employees budget of the Authority will be constrained to an increase of around 1.2% next year. This area represents around 80% of the costs of the Service

and to a very large degree determines the outcome of budget deliberations for the coming year. These budgets are assisted by reductions in ill health retirement costs and the budget for travel and subsistence.

- 2.18 The premises budget is anticipated to come under pressure next year as the Authority aims to keep its property portfolio in a suitable standard of repair but also from likely inflationary pressures on utility costs and non-domestic rates and continuing cleaning and security costs reflecting new ways of working. The Authority is currently developing further energy efficiency schemes such as the use of solar PV to drive down costs and fossil fuel reliance.
- 2.19 The costs of operational training are increasing within the Service reflecting the changing nature of response calls and changing legislative requirements.
- 2.20 Continued investment in ICT systems approved in the current year together with operational equipment demands and the unavoidable inflationary pressures on budgets like insurances will increase supplies and services budgets in the coming year. Essential operational equipment replacement is also funded from this area.
- 2.21 Members will be aware that the timely fulfilment of the capital programme has been an ongoing problem within the Authority mainly due to the constraints on internal staff resources to deliver the schemes. Significant carryover from year to year was commented on by the external auditors and discussed at previous meetings. The capital programme attached to the report as Appendix 2 still carries this risk however, in anticipation of this recurrent problem, the revenue budget for capital financing costs has been adjusted downward to represent a more conservative budget assumption.
- 2.22 Capital Financing Costs will represent around 6.1% of total budget, well within the levels deemed appropriate given the nature of the organisation and its funding regime.
- 2.23 On income, the budget assumes an increase in external grant funding streams reflecting currently secured and approved levels.

Proposed Budget 2022/23

- 2.24 As discussed earlier in the report, population changes impact directly on the level of budget contributions from individual councils.

- 2.25 The proposed budget would result in the following contributions. The supporting budget is set out in Appendix 1.

Authority	Budget 2021/22 £	Budget 2022/23 £	Change £	Change %
Bridgend	7,363,938	7,544,032	180,094	2.45
The Vale Of Glamorgan	6,742,658	6,917,880	175,221	2.60
Rhondda Cynon Taf	12,117,260	12,384,513	267,253	2.21
Merthyr Tydfil	3,039,898	3,107,504	67,605	2.22
Caerphilly	9,099,329	9,286,956	187,627	2.06
Blaenau Gwent	3,481,840	3,547,672	65,833	1.89
Torfaen	4,696,428	4,800,641	104,213	2.22
Monmouthshire	4,760,377	4,870,934	110,556	2.32
Newport	7,854,667	8,067,501	212,834	2.71
Cardiff	18,373,694	18,776,424	402,731	2.19
Total	77,530,089	79,304,057	1,773,968	2.29

- 2.26 The revenue budget supports the financing of the capital programme of the Authority. The Programme is regularly updated through monitoring reports to the FAPM Committee. The current capital programme is shown at Appendix 2.
- 2.27 The Authority receives regular reports on its Treasury Management Strategy. The Treasury Management Strategy determines the likely cost of borrowing, income from investments and Minimum Revenue Provision which form part of the revenue budget.
- 2.28 Members should note that when setting last year's budget, estimates for pay awards were set at a higher level than the Government's planned constraints with an undertaking that constituent councils would receive the benefit of any such over-provision should it occur. At the time of writing this report, uniformed (grey book) staff have agreed a pay settlement less than that originally estimated whereas support (green book) staff have not yet settled. All figures quoted in this report are based on the original approved budget of the Fire Authority set in February 2021.
- 2.29 Budget monitoring for the current year shows an expected underspending on employee costs arising from this over provision. For the sake of clarity, this over provision in the 2021/22 pay budget has been fully utilised to offset growth in the proposed 2022/23 budget.

3. IMPLICATIONS

3.1 Community and Environment

Equality, Diversity and Inclusion	No
Welsh Language	No
Well-Being Of Future Generations (Wales) Act	No
Socio Economic Duty	No
Sustainability / Environment / Carbon Reduction	Yes
Safeguarding	No
Consultation and Communications	Yes
Consultation with Representative Bodies	No
Impact Assessment	No

3.1.1. Where specific projects or proposals impact the revenue budget, those decisions are reflected in appropriate assessments undertaken and reported at the time of consideration.

3.2 Regulatory, Strategy and Policy

Legal	Yes
Financial	Yes
Procurement	No
Corporate Risk	No
Information Management	No
Data Protection / Privacy	No
Health, Safety and Wellbeing	No
Governance & Audit	No
Service Policy	No
National Policy	No

3.2.1 The Authority must comply with the regulatory requirements around budget setting and approval including the timescales set out in legislation.

3.3 Resources, Assets and Delivery

Human Resources and People Development	No
Assets and Resources (Property/Fleet/ICT/Equipment)	Yes
Service Delivery	Yes
Procurement	No
Budget Revenue/Capital	Yes

3.3.1 The budget underpins the Service's asset and resource base and its Service Delivery.

4 EVALUATION & CONCLUSIONS

- 4.1 The details of financial projections are included within the MTFS and various budget reports. The Authority is working towards adoption of CIPFA's Financial Management Code before 31st March 2022.
- 4.2 In the context of financial resilience, the Authority's budget includes assumptions of income and expenditure for next year and the medium term. There are inevitably financial and other risks inherent in these assumptions and the operation of the organisation.
- 4.3 Non-financial risks are included and monitored in the Authority's risk register through the Senior Management Team, FAPM Committee and the Fire Authority.
- 4.4 The main financial risks to the organisation include
- Overspending
 - Delivery of efficiency savings
 - Controlling and managing capital investment
 - Levels of grant funding
 - Meeting liabilities that may be identified and / or fall due
- 4.5 The Treasurer as the Responsible Finance Officer confirms that in terms of the MTFS, budget and assumptions therein, the level of reserves and financial health of the Authority is sustainable and resilient. In reaching this conclusion, regard was had for the following
- The Authority complies with CIPFA's Financial Management Code
 - The Authority maintains adequate levels of reserves
 - Liabilities are identified and properly accounted for
 - Audit and other regulatory reports are favourable
 - Budgets are monitored
 - There is no history of unplanned overspending
 - The Authority adheres to other relevant Codes of Practice
 - The Authority's governance arrangements are sound

5 RECOMMENDATIONS

- 5.1 That the Fire Authority approve the proposed draft revenue and capital budgets together with the associated establishment changes as the basis for consultation.

Contact Officer:	Chris Barton Treasurer	
Background Papers	Date	Source / Contact
None		

Appendices	
Appendix 1	Revenue Budget 2022/23
Appendix 2	Capital Programme
Appendix 3	Proposed permanent establishment

THIS PAGE IS INTENTIONALLY BLANK

REVENUE AND CAPITAL BUDGET SETTING UPDATE REPORT
Appendix 1
REVENUE BUDGET 2022/23

	2022/23 Budget
Employee Costs	
Whole time uniformed staff	32,196,142
On Call fire fighters	6,638,791
Auxiliary Reserve	230,542
Control staff	1,410,584
Non-uniformed staff	9,019,333
Members expenses	65,187
Overtime & Other Allowances	2,075,722
Apprenticeship Levy	245,100
FF Scheme - employer's contributions	8,878,258
LGP Scheme - employer's contributions	1,377,534
LGPS strain costs	34,872
FF III health pensions	849,601
NHS Reimbursements etc	75,174
Travel & Subsistence	385,000
	63,481,840
Premises Related Expenses	
Repair & maintenance	1,179,939
Grounds maintenance	36,996
Cleaning	587,813
Rates etc.	1,452,550
Lease/Rent	18,200
Water	40,000
Energy	812,907
Security	104,608
Telephones/Communications	1,421,111
	5,654,124
Training	1,771,002
Supplies & services	
Operational equipment & furniture etc	637,049
Other equipment	196,500
RTC (Scrap Vehicles)	69,296
Fitness/training equipment	40,000
Equipment repair & maintenance	128,050
Fire Ground consumables (foam)	12,000
I.C.T.	1,668,502
Clothing & Uniforms	671,862
Photocopying, stationery & printing	80,445
Postage & freight	21,622
Advertising (vacancies, etc.)	184,200
Text books, Reference	8,710
Licences	170,260
Literature / subscriptions	168,251
Catering, fire ground provisions and meals	59,370
Other Miscellaneous	40,900
Insurances	1,179,426
	5,336,443
Transport	1,477,793
Contracted Services	941,296
Capital costs / leasing	4,874,251
	83,536,749
Income	(4,232,692)
NET EXPENDITURE	79,304,057

THIS PAGE IS INTENTIONALLY BLANK

REVENUE AND CAPITAL BUDGET SETTING UPDATE REPORT
Appendix 2
CAPITAL PROGRAMME

	2021/22 Slippage *	2022/23 Submission	2022/23 Programme	2023/24 Submission	2024/25 Submission
PROPERTY					
Monmouth	330		330		
Penarth				25	1,500
New Inn	1,444	1,500	2,944		
Malpas		25	25	1,500	1,500
Pontyclun FS	10	1,000	1,010		
Tower Works Package		200	200	200	200
RDS Site Improvements		850	850	1,000	1,000
Cwmbran					15
	1,784	3,575	5,359	2,725	4,215
FLEET					
Water Ladder		1,785	1,785	1,785	1,785
Van/Ops Estate Car	300	155	455	155	155
Light Utility 4WD		240	240	250	200
Non-Operations 4WD		26	26	26	
Ladders		108	108		
Water Carrier				200	
Minibus				28	
Rescue Boat				30	
Wildfire Unit				100	
Welfare Unit				50	
Asbestos De-con Unit				60	
	300	2,314	2,614	2,684	2,140
ICT					
End User Computer Replacement		150	150	150	
Mobile Phone Replacement		123	123	123	
Servers and Storage Replacement		150	150		80
Sever Software Upgrade		150	150		
Wireless Access Points		40	40	140	
Patient Management System	60		60		
Station Mobilising				400	
Station Switches				210	
Screen replacement					120
Netscaler Replacement					40
Unified Communication					120
Backup Replacement System					80
HQ Switch Stacks					200
Perimeter Firewalls					35
	60	613	673	1,023	675
ORM					
RTC cutting equipment		795	795	480	
Particulate flash hood		100	100		
Positive Pressure Fan		36	36	36	36
Gas detectors		30	30		
	0	961	961	516	36
TOTAL	2,144	7,463	9,607	6,948	7,066

* Slippage as currently reported

THIS PAGE IS INTENTIONALLY BLANK

REVENUE AND CAPITAL BUDGET SETTING UPDATE REPORT
Appendix 3
PROPOSED PERMANENT ESTABLISHMENT ADDITIONS

2 x Station Managers (42 hours) Business Fire Safety
- for statutory consultee role on major planning applications (WG change in legislation)

1 x Sustainability Officer Grade 13
- offset by vacancies in directorate

2 x Watch Manager A On-Call delivery team

4 x Green Book Trainers Grade 8

1 x ICT Team Leader for Joint Fire Control Grade 10

All Grades subject to Job Evaluation where required.

THIS PAGE IS INTENTIONALLY BLANK

THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.iii
20 DECEMBER 2021

REPORT OF THE ACO PEOPLE SERVICES

LIVING WAGE FOUNDATION ACCREDITATION**THIS REPORT IS FOR DECISION**

REPORT PRESENTED BY THE ACO PEOPLE SERVICES

SUMMARY

The National Living Wage and National Minimum Wage are set by UK Government and provide protection to low income workers. There is a statutory requirement placed upon employers to remunerate workers on or above these minimum rates. This requirement is enforceable under the terms of the National Minimum Wage Act 1998.

The Real Living Wage is distinct from the National Living Wage, representing the rate that a worker would have to earn to afford a minimum, 'decent' standard of living. The campaign for employers to pay workers a Real Living Wage commenced in 2001, and is championed by the Living Wage Foundation.

This report was considered by the HR & Equalities Committee on 1 November, 2021, when it was agreed that South Wales Fire & Rescue Service (the 'Service') should gain accreditation as a 'Real Living Wage Employer'.

RECOMMENDATIONS

- 1 That Members note the content of the report.
- 2 That Members note the decision of the HR & Equalities Committee on 1 November, 2021, to gain accreditation as a Living Wage Foundation employer.
- 3 That Members approve the decision to gain accreditation of the Living Wage Foundation and become a Real Living Wage employer.

1. BACKGROUND

1.1 THE NATIONAL LIVING WAGE / NATIONAL MINIMUM WAGE – STATUTORY REQUIREMENT

1.1.1 Government policy in relation to the National Living Wage (NLW) and the National Minimum Wage (NMW) is set by the Department for Business, Energy & Industrial Strategy (BEIS), and reflects the UK Government's ambition to make the UK the best place possible to live and work. Making work pay for the lowest earners in society is a core part of the Government's commitment.

1.1.2 The NMW is the minimum pay for those of school leaving age, while the NLW is the minimum pay for those aged 23 or above. The Government has set a target for the NLW to apply to workers aged 21 or above by 2024.

1.1.3 The NLW and the NMW (together referred to as 'minimum wage') provide protection to low income workers as well as providing incentives to work. The minimum wage helps business by driving fairness in the labour market, ensuring that competition is based on the quality of goods and services provided, and not on low prices driven by low rates of pay.

1.1.4 In a report issued by BEIS in March 2021, the Government commissioned a piece of work by the Low Pay Commission to monitor and evaluate the NLW and recommend the rate which should apply from April 2022. The Low Pay Commission's recommendations were submitted to BEIS and incorporated in the Autumn Budget 2021, and confirmed that the National Minimum Wage will increase to £9.50 per hour. This figure equalises both the National Minimum Wage and the Real Living Wage hourly rate.

1.2 THE REAL LIVING WAGE – A VOLUNTARY SCHEME

1.2.1 Over 7,000 employers in the UK have become accredited Real Living Wage Employers by committing voluntarily to pay their workers on or above the Real Living Wage rate. Employers include businesses such as Nationwide, Google, Brewdog, Everton Football Club and Chelsea Football Club, as well as a range of public and third sector organisations.

1.2.2 According to research undertaken by the Chartered Institute of Personnel and Development (CIPD), the primary reasons for organisations adopting the Real Living Wage are:-

- to act in accordance with their organisational values
- to improve their reputation as an employer
- to enhance their corporate reputation
- to differentiate themselves from their competitors

1.2.3 Other findings included employers seeking accreditation on the grounds that they are already paying the Real Living Wage. For about a third of organisations signing up there were no immediate beneficiaries; all workers both direct and indirect were already being paid at or above the Real Living Wage rate.

1.2.4 Becoming an accredited Real Living Wage Employer is purely voluntary which allows an employer to remove itself from the scheme at any point should it wish to do so or for any reason.

1.3 PUBLIC SECTOR (WALES) LANDSCAPE

1.3.1 In Wales there are 335 accredited Real Living Wage Employers, of which around 35 are public sector. Appendix 1 attached to the report provides further details.

1.3.2 Within Wales and at the centre of Cardiff's Covid Recovery Plan, is an ambition to not only build back better, but to build back fairer. The Welsh Government has reaffirmed its commitment to the Fair Work agenda and the Cardiff Public Service Board (PSB) is reviewing the Real Living Wage's role in Cardiff's Covid recovery.

1.3.3 There is a drive to encourage Cardiff's PSB members who are not already accredited Real Living Wage Employers to re-assess what is preventing them from doing so. Support is being offered to such employers by Cardiff Council and Cynnal Cymru, the accreditation body for Wales.

1.3.4 The Welsh Government consultation summary of responses document (July 2021) for the "Draft Social Partnership and Public Procurement (Wales) Bill" included "adoption of the Living Wage within public sector bodies" in response to the section about Fair Work. Following this, and on 23 November, 2021, the Welsh Government wrote to all Welsh Public Bodies urging them to continue to "lead by example as employers and provide all those who work for them with fair, safe, secure and rewarding work", stating "one of the most visible ways in which we can demonstrate leadership is on the real living wage". Appendix 2 attached to the report refers.

2. ISSUES

- 2.1 As an employer, the Service has a legal obligation to ensure compliance with the requirements of the NMW. Committing to remunerate employees on or above the Real Living Wage and gain accreditation from the Living Wage Foundation is voluntary, requiring consideration of any associated benefits and risks.
- 2.2 Appendix 1 attached to this report indicates the growing movement across public sector employers in Wales to become accredited by the Living Wage Foundation. A key consideration to the Service in aligning to the Foundation is the ability to ensure that these pay rates are affordable.
- 2.3 The National Joint Council (NJC) recently highlighted the challenges associated with maintaining headroom between the NJC's bottom pay point and the NLW (Appendix 3).
- 2.4 Appendix 4 attached to this report shows the historical position in terms of hourly rates. The current rates (September 2021) are:-

National Living Wage (government minimum)	£8.91 From 1 April 2022: £9.50
Real Living Wage	£9.50
Bottom NJC Pay Point	£9.25 (NJC Spinal Point 1)
Lowest Pay Point within the Service	£10.01 (NJC Spinal Point 5)

- 2.5 In Appendix 4 it is clear to see that the gap between the Real Living Wage and the NMW in 2012/2013 was as wide as 20.36%. However, this figure will reduce to zero from 1 April 2022. The Real Living Wage Foundation have set an ambition to achieve a rate of £10.50 by 2024.

3. IMPLICATIONS

- 3.1 The Service's employees are currently paid above the Real Living Wage, maintaining headroom between the lowest pay point and the Real Living Wage. However, this may become challenging in the future because the Real Living Wage Rate is set independently of the NJC rates which are the basis of pay within the Service.

3.2 Community and Environment

Equality, Diversity and Inclusion	Yes
Welsh Language	No
Wellbeing of Future Generations (Wales) Act 2015	Yes
Socio Economic Duty	Yes
Sustainability/Environment/Carbon Reduction	No
Safeguarding	No
Consultation and Communications	No
Consultation with Representative Bodies	No
Impact Assessment	No

3.2.1 The lowest pay point within the Service is NJC Spinal Point 5 and the Service currently has 53 posts whereby the grade commences at this pay point. 48 of these posts are currently occupied by females, a significant proportion of which are working part time hours. Accreditation from the Living Wage Foundation would ensure that the remuneration of posts within the Service at NJC Spinal Point 5 continue to afford the associated post holders a 'decent' standard of living. Safeguarding this group of predominantly female employees could have a positive impact on the gender pay gap going forward.

3.2.2 The Wellbeing of Future Generations Act 2015 requires public bodies to consider the long-term impact of their decisions. Under the Act's theme of creating a Prosperous Wales, there is a commitment to drive practices which allow the people of Wales access to 'decent work'. 'Decent work' is identified as supporting the achievement of a stronger, modernised and more inclusive economy. Paying at the Real Living Wage Rate or above is recognised within the act as an enabler to this end.

3.3 Regulatory, Strategy and Policy

Legal	No	Data Protection / Privacy	No
Financial	Yes	Health, Safety and Wellbeing	No
Procurement	Yes	Governance & Audit	No
Corporate Risk	No	Service Policy	No
Information Management	No	National Policy	No

3.3.1 Part of the accreditation process of the Living Wage Foundation is to commit to encouraging businesses who provide services to the organisation to pay its workers on or above the Real Living Wage Rate. Consideration to the rates of pay afforded to workers of such companies would be given as part of the procurement process.

- 3.3.2 As the Service is currently paying employees over and above the Real Living Wage, there would be no immediate financial impact to becoming an accredited Real Living Wage Employer. As the Real Living Wage rate is set independently of both the NLW and NJC rates, it is unclear whether this will always be the case.

3.4 Resources, Assets and Delivery

Human Resource and People Development	No
Assets and Resources (Property/Fleet/ICT/Equipment)	No
Service Delivery	No
Procurement	Yes
Budget Revenue/Capital	Yes

4. EVALUATION & CONCLUSIONS

- 4.1 For the reasons outlined in this paper, whilst it is acknowledged that achieving the best minimum pay levels for people is the position every employer would take, it is noted that employers are governed by financial constraints and centrally negotiated pay arrangements. Any decisions in relation to accreditation by the Living Wage Foundation must therefore involve consideration of the benefits and potential risks.

5. RECOMMENDATIONS

- 5.1 That Members note the content of the report.
- 5.2 That Members note the decision of the HR & Equalities Committee on 1 November, 2021, to gain accreditation as a Living Wage Foundation employer.
- 5.3 That Members approve the decision to gain accreditation of the Living Wage Foundation and become a Real Living Wage employer.

Contact Officer:	ACO Alison Reed
Background Papers	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/966220/lpc-remit-2021.pdf
	https://www.cipd.co.uk/Images/employers-and-the-real-living-wage_2017-responding-to-civil-regulation_tcm18-39491.pdf Appendix 1 – List of Public Sector Bodies accredited to the Living Wage Foundation Appendix 2 – Welsh Government Letter Appendix 3 – NJC Circular – Pay Appendix 4 – Table showing the variance between the National Living Wage and the Real Living Wage over tim

THIS PAGE IS INTENTIONALLY BLANK

APPENDIX 1**LIST OF PUBLIC SECTOR BODIES WHO ARE ACCREDITED TO THE LIVING WAGE FOUNDATION**

1. Aberystwyth University
2. BAME mental health support
3. Bangor University
4. Barry Town Council
5. Brecon Town Council
6. Cardiff and Vale University Health Board
7. Cardiff Bus
8. Cardiff Council
9. Cardiff Metropolitan University
10. Cardiff University
11. Carmarthen Town Council
12. Children's Commissioner for Wales
13. Coleg Cambria
14. Natural Resources Wales
15. Data Cymru
16. Equity Foundation Limited
17. Future Generations Commissioner for Wales
18. Higher Education Council for Wales
19. ITEC Training
20. KJP Railway Contractors
21. Lansdowne Surgery
22. National Assembly for Wales
23. Neath Town Council
24. Royal Commission on the Ancient and Historical Monuments of Wales
25. South Wales Police and Crime Commission
26. Sport Wales
27. Swansea University
28. Tai Calon Community Housing
29. University of South Wales
30. University of Wales
31. Wales Restorative Approaches Partnership
32. Welsh Government
33. Welsh Local Government Association
34. Welsh Revenue Authority
35. Wrexham Glyndwr University

THIS PAGE IS INTENTIONALLY BLANK

Y Gwir Anrh/Rt Hon Mark Drakeford AS/MS
Prif Weinidog Cymru/First Minister of Wales



Llywodraeth Cymru
Welsh Government

Ein cyf/Our ref: MA/FM/3701/21

Welsh Public Bodies

23 November 2021

Dear Colleagues,

This Welsh Government believes that a better deal for workers is essential to a fairer and more equal Wales. That is why we are committed to making Wales a fair work nation, where all workers are fairly rewarded, heard and represented; where they have access to fair and secure work; and where they are able to progress in a healthy, inclusive environment with their rights respected.

We urge all public bodies in Wales to continue to lead by example as employers and provide all those who work for them with fair, safe, secure and rewarding work. One of the most visible ways in which we can demonstrate leadership is on the real living wage. We recognise the number of public bodies paying the real living wage continues to increase year by year, however, there is more that we can do collectively to show leadership.

As part of our broader commitment to fair work, our ambition is to see an uplift to the real living wage for all working hours in Wales. This will require a significant step-change in real living wage adoption and we encourage public bodies in Wales to be at the forefront of that change. We look to all public bodies in Wales to prepare and plan for what they can do to begin a journey towards ensuring their employees and contracted workers receive at least the real living wage as part of the steps we can take to make work fairer. We recognise that not all public bodies are starting from the same point, but we can all take steps to help increase the proportion of workers who receive a wage that reflects the costs of living.

The Welsh Government is joined by many public bodies in Wales in taking the additional step of becoming a real living wage accredited employer. We urge you to consider starting a journey towards accreditation and to exploring the benefits of that for your organisation and for those that work for you. Further advice about accreditation is available at <https://livingwage.wales/>

Bae Caerdydd • Cardiff Bay
Caerdydd • Cardiff
CF99 1SN

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
0300 0604400

Gohebiaeth.Mark.Drakeford@llyw.cymru
Correspondence.Mark.Drakeford@gov.wales
Gohebiaeth.Hannah.Blythyn@llyw.cymru
Correspondence.Hannah.Blythyn@gov.wales

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

We hope that you will agree with us that public bodies in Wales have a critical role to play in leading by example on the real living wage and indeed on all of the wider aspects of fair work and social partnership more generally.

Yours sincerely,



MARK DRAKEFORD
Prif Weinidog Cymru
First Minister of Wales



HANNAH BLYTHYN
Y Dirprwy Weinidog Partneriaeth Gymdeithasol
Deputy Minister for Social Partnership

APPENDIX 3**NJC CIRCULAR – PAY****National Employers for local government services**

**To: Chief Executives in England, Wales and N Ireland
(additional copies for HR Director and Finance Director)
Members of the National Employers' Side
Regional Directors**

27 July 2021

Dear Chief Executive

LOCAL GOVERNMENT PAY 2021

I am writing to update you on the local government national pay negotiations for 2021.

The National Employers have today made an Improved final pay offer to the unions representing the main local government NJC workforce.

The political deliberations over the past few months have been difficult given the financial context local government is in, and while there was consensus among the National Employers that there should be a pay award this year, this was not a consensus on the level of that award. This meant that in the end the only way to make a decision was to hold a vote in today's meeting of the Employers' Side of the National Joint Council, which is the body that is ultimately responsible for these decisions.

A copy of the letter sent to the NJC trade unions setting out the Improved offer is attached at Annex A, along with a copy of the employers' press release at Annex B.

You will recall that in February the NJC unions lodged their pay claim for:

- *A substantial increase with a minimum of 10% on all spinal column points*
- *Introduction of a homeworking allowance for all staff who are working from home*
- *A national minimum agreement on homeworking policies for all councils*
- *A reduction of the working week to 35 hours with no loss of pay, and a reduction to 34 hours a week in London. Part-time staff to be given a choice*

of a pro rata reduction, or retaining the same hours and being paid a higher percentage of FTE

- *A minimum of 25 days annual leave, plus public holidays and statutory days, for all starting employees, plus an extra day holiday on all other holiday rates that depend on service*
- *An agreement on a best practice national programme of mental health support for all local authorities and school staff*
- *A joint review of job descriptions, routes for career developments and pay banding for school support staff, and completion of the outstanding work of the joint term-time only review group*
- *A joint review of the provisions in the Green Book for maternity / paternity / shared parental / adoption leave*

On 14 May the National Employers tabled a pay offer of 1.50 per cent on all pay points with effect from 1 April 2021, along with proposals that the NJC begins immediate exploratory discussions on three other elements of the unions' claim, as follows:

- *A national minimum agreement on homeworking policies for all councils*
- *An agreement on a best practice national programme of mental health support for all local authorities and school staff*
- *A joint review of the provisions in the Green Book for maternity / paternity / shared parental / adoption leave*

After considering the offer, the unions informed us on 21 May that it was not acceptable and asked that the National Employers give urgent consideration to making an Improved offer. The unions did though subsequently set out their proposals on the non-pay elements of the offer, to which the employers have today responded.

The employers also today discussed an issue that I have highlighted many times over recent years. Namely, the huge challenge we face in maintaining headroom between the NJC's bottom pay point and the National Living Wage (NLW). Primarily, this stems from the government policy to increase the NLW from 60 per cent of average earnings to 66 per cent by 1 April 2024. Clearly this increase in percentage is higher than conventional pay awards and in addition 'average earnings' is not a known figure ahead of time so all planning must rely on increasingly erratic forecasts.

The volatility of the forecasts of what the NLW rate will be over the coming years makes it almost impossible for us to accurately predict the necessary increases required year on year to maintain the current level of headroom between the NLW and the NJC bottom rate.

The National Employers, who are all senior elected members drawn from councils across England, Wales and Northern Ireland, are acutely aware of the added impact

that the pandemic is having on councils' budgets and future financial stability. This is why their Improved offer is final; it represents the limit of affordability for most councils.

I shall continue to keep you informed of development.

Yours sincerely

Naomi Cooke
Employers' Secretary

THIS PAGE IS INTENTIONALLY BLANK

APPENDIX 4

Table showing the variance between the National Living Wage and the Real Living Wage

	National Living Wage	Real Living Wage
2003/2004	£4.50	
2004/2005	£4.85	
2005/2006	£5.05	
2006/2007	£5.35	
2007/2008	£5.52	
2008/2009	£5.73	
2009/2010	£5.80	
2010/2011	£5.93	
2011/2012	£6.08	£7.20
2012/2013	£6.19	£7.45
2013/2014	£6.31	£7.65
2014/2015	£6.50	£7.85
2015/2016	£6.70	£8.25
2016/2017	£7.20	£8.45
2017/2018	£7.50	£8.75
2018/2019	£7.83	£9.00
2019/2020	£8.21	£9.30
2020/2021	£8.72	£9.50
2021/2022	£8.91	£9.50

THIS PAGE IS INTENTIONALLY BLANK

AGENDA ITEM NO 7.iv

Firefighter Pensions – Remediating Age Discrimination

–

To be presented on the day

Author: ACO Alison Reed

THIS PAGE IS INTENTIONALLY BLANK

THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.v
20 DECEMBER 2021

REPORT OF THE ACO PEOPLE SERVICES

GOVERNMENT CONSULTATION ON AMENDMENTS TO FIREFIGHTER PENSION SCHEMES**THIS REPORT IS FOR DECISION**

REPORT PRESENTED BY THE ACO PEOPLE SERVICES

SUMMARY

Both the Welsh Government and UK Government have published consultations relating to proposed amendments to the Firefighters' Pension Scheme Regulations 2015 (for Wales and England), which will require all current members of the Firefighters Pension Legacy Schemes to transition into the 2015 Scheme on 1 April, 2022.

The Welsh Government consultation opened on 25 October, and will close on 20 December, 2021. The UK Government consultation opened on 8 November, and will close on 2 January, 2022.

This report provides the 'Employers Response' to both consultations, and is presented to Members for approval.

RECOMMENDATIONS

That Members agree the Employers Response as set out in Appendices 1 and 2 attached to the report.

1. BACKGROUND

- 1.1 In 2018 court cases (Sargeant/McCloud) in respect of the 2015 Firefighters Pension Scheme, judges' ruled that the arrangements to 'protect' those pension scheme members closest to retirement, constituted unlawful age discrimination.
- 1.2 In July 2019, the Chief Secretary to the Treasury confirm that the difference in treatment between protected and unprotected members would need to be rectified across all public sector schemes for all members within scope.

- 1.3 In order to remedy the discrimination, HM Treasury held an open consultation in 2020 to consider the potential options to remove the discrimination. As a result, in February 2021, HM Treasury announced that affected members, and fully protected members, will receive at the point they retire a choice of which pension benefits they would prefer to receive in respect of any remediable service rendered between 1 April, 2015 and 31 March, 2022. This choice enables an individual to retire and to decide whether their benefits should be modelled on their relevant legacy scheme or the reformed scheme rules, and is known as the 'Deferred Choice Underpin' (DCU). This is referred to as the retrospective remedy.
- 1.4 From 1 April, 2022, all those who continue in service will do so as members of the reformed scheme, regardless of age. This means that all members will be treated equally in terms of which pension scheme they are a member. This is known as the prospective remedy.
- 1.5 The Public Service Pensions & Judicial Services Bill (PSPJO) was introduced to Parliament in July 2021, which when enacted will provide that all firefighters who continue in service from 1 April 2022 onwards must do so as members of the reformed scheme. Legacy schemes will be closed to all future accruals after 31 March, 2022

2. FIREFIGHTER SCHEMES IN WALES - CONSULTATION

- 2.1 The consultation is accessed via the following link:-
<https://gov.wales/amendments-firefighters-pension-schemes-wales-2021>
- 2.2 The consultation focuses on 8 key questions, and the proposed response for each is included in Appendix 1 attached to the report.

3. FIREFIGHTER SCHEMES IN ENGLAND - CONSULTATION

- 3.1 The consultation is accessed via the following link:-
<https://www.gov.uk/government/consultations/amendments-to-the-firefighters-pension-schemes-in-england-2022>
- 3.2 The consultation focuses on 5 key questions, and the proposed response for each is included in Appendix 2 attached to the report.

4. LEGISLATIVE IMPACTS

- 4.1 Both consultations address elements of the prospective remedy, including moving all remaining legacy scheme members to the reformed schemes from 1 April, 2022, and closing the legacy schemes to future accrual from 31 March, 2022.

- 4.2 The changes outlined in the consultations are consequential to the provisions in the PSPJO, currently before Parliament.

5. IMPLICATIONS

5.1 Community and Environment

Equality, Diversity and Inclusion	Yes
Welsh Language	No
Wellbeing of Future Generations (Wales) Act 2015	No
Socio Economic Duty	No
Sustainability/Environment/Carbon Reduction	No
Safeguarding	No
Consultation and Communications	Yes
Consultation with Representative Bodies	Yes
Impact Assessment	Yes

5.2 Regulatory, Strategy and Policy

Legal	Yes	Data Protection / Privacy	Yes
Financial	Yes	Health, Safety and Wellbeing	No
Procurement	No	Governance & Audit	Yes
Corporate Risk	Yes	Service Policy	No
Information Management	No	National Policy	No

5.3 Resources, Assets and Delivery

Human Resource and People Development	Yes
Assets and Resources (Property/Fleet/ICT/Equipment)	No
Service Delivery	No
Procurement	No
Budget Revenue/Capital	Yes

6. EVALUATION & CONCLUSIONS

- 6.1 Impact Assessments for both consultations are available and can be accessed via the relevant links.

7. RECOMMENDATIONS

- 7.1 That Members agree the Employers Response as set out in Appendices 1 and 2 attached to the report.

Contact Officer:	ACO Alison Reed
Background Papers	Appendix 1 – Proposed response to Welsh Government consultation Appendix 2 – Proposed response to UK Government consultation

Appendix 1

Number: WG43637

Welsh Government Consultation Document

Consultation on amendments to firefighters' pension schemes in Wales 2021

Date of issue: 25 October 2021

Action required: Responses by 20 December 2021

Consultation questions

1. How far do you believe the draft regulations reflect the need to transfer protected members into the 2015 Scheme on 1 April next year? Do you think there are any errors or omissions in the draft?

SWFRS Draft Response:

The draft regulations seems sufficient to be able to ensure its aims of the legacy schemes being closed, from the 1st April 2022, to any and all future accrual of benefits and that all benefits that do exist in those schemes will be protected

2. Do you have any views on the proposals regarding double accrual?

SWFRS Draft Response:

Nothing further to add as the draft regulations clearly sets out how instances of double accrual should be treated and existing regulations already have provisions for double accrual protections.

3. Do you have any views on the proposals regarding ill health retirement? In particular, do you agree that we should draft the regulations to make provision for ill health retirements which straddle the transfer date, and which ensure that people in those circumstances are no worse off than if they retired before that date?

SWFRS Draft Response:

Any individuals that find themselves in an ill health retirement situation, which crosses over the 1st April 2022 transitional date, by very virtue of a date, should not be at detriment due to a policy change made by government.

The proposals being suggested seem to ensure that these individuals receive the higher of 2 calculations, the first based as at 31st March 2022 and the service linked to their legacy schemes only and another based on benefits being paid from the 2015 Scheme which would be as at the date that they retire. With the difference between the 2 calculations being paid in addition to the 2015 entitlement.

4. Do you envisage any difficulties or obstacles in implementing the transfer which the regulations provide for?

SWFRS Draft Response:

None that we are aware of.

5. We are interested in understanding whether the proposals in this consultation document will have an impact on people with protected characteristics. Protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, and sexual orientation. Do you think that the proposals in this consultation will have any positive or negative impacts on people with protected characteristics? If so, which and why/why not?

SWFRS Draft Response:

The Service does not think that the draft regulations and policy intent as set out above will have any positive or negative impacts on people with protected characteristics, beyond those already considered

6. We would like to know your views on the effects that the above proposals would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English. What effects do you think there would be? How positive effects could be increased, or negative effects be mitigated?

SWFRS Draft Response:

The Service does not think that the draft regulations and policy intent as set out above will have any positive or negative impacts on the Welsh language, beyond those already considered

7. Please also explain how you believe the proposed policy could be formulated or changed so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

SWFRS Draft Response:

The Service does not think that the draft regulations and policy intent as set out above will have any positive or negative impacts on the Welsh language or Welsh speakers, beyond those already considered

8. Do you have any other views about these proposals (recognising that the underlying policy and law are not devolved, and not matters for the Welsh Government)?

SWFRS Draft Response:

None

THIS PAGE IS INTENTIONALLY BLANK

Appendix 2

PUBLIC SERVICE PENSIONS:

FIREFIGHTERS' PENSIONS

(AMENDMENT) REGULATIONS 2022

McCloud / Sargeant remedy: phase one

(Prospective)

Government consultation 2021

This consultation begins on Monday 8 November 2021

This consultation ends on Sunday 2 January 2022

Questions for consultation:

Question 1: As required by the PSPJO, the draft regulations seek to ensure that the legacy schemes are closed to future accrual from 31 March 2022 and that all members are in the 2015 Scheme in respect of any pensionable service from 1 April 2022. Are the draft regulations sufficient to meet this aim? Do you think there are any changes or additions required to the draft regulations to achieve the stated policy aims?

SWFRS Draft Response:

The PSPJO seems sufficient to be able to ensure its aims of the legacy schemes being closed, from the 1st April 2022, to any and all future accrual of benefits and that all benefits that do exist in those schemes will be protected.

Question 2: The government is proposing that the regulations will be drafted to make additional provision for ill-health retirements that straddle the transfer date. This provision would ensure that a protected member who applies for ill-health retirement before 31 March 2022, and which is determined in their favour after that date, is treated no less favourably than if the application had been determined on that date. Do you have any views on the proposals regarding ill-health retirement cases that straddle 1 April 2022? In particular, do you have any views on how the “underpin” should work or be provided for in the draft regulations?

SWFRS Draft Response:

Any individuals that find themselves in an ill health retirement situation, which crosses over the 1st April 2022 transitional date, by very virtue of a date, should not be at detriment due to a policy change made by government.

The proposals being suggested seem to ensure that these individuals receive the higher of 2 calculations, the first based as at 31st March 2022 and the service linked to their legacy schemes only and another based on benefits being paid from the 2015 Scheme which would be as at the date that they retire. With the difference between the 2 calculations being paid in addition to the 2015 entitlement.

Question 3: The regulations will need to ensure that provisions which allow arrangements for purchasing service in the legacy schemes by periodical contributions, entered into before 1 April 2022, can continue on and after that date and that additional benefit purchasing in the legacy schemes ceases on 31 March 2022. In your view, would existing provisions in the relevant reformed scheme regulations achieve these aims? Alternatively, would additional provisions be needed to achieve this outcome?

SWFRS Draft Response:

The PSPJO seems sufficient to be able to ensure its aims of the legacy schemes being closed, from the 1st April 2022, to any and all future accrual of benefits and that all benefits that do exist in those schemes will be protected.

The Bill appears to cover the issue of any existing purchase of previous service arrangements should continue, however any new purchase arrangements should not be entered into past 31st March 2022.

Question 4: We are interested in understanding whether the scheme regulation amendments will have an impact on people with protected characteristics, beyond those equality considerations undertaken and set out in the EIA undertaken alongside the consultation and PSPJO. Protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, and sexual orientation. Do you think that the draft regulations and policy intent as set out above will have any positive or negative impacts on people with protected characteristics, beyond those already considered? If so, which and why/why not?

SWFRS Draft Response:

The Service does not think that the draft regulations and policy intent as set out above will have any positive or negative impacts on people with protected characteristics, beyond those already considered

Question 5: Are there any other areas which you think should be addressed in these regulations to ensure all members are moved to the relevant reformed scheme from 1 April 2022, and that the differential treatment, as identified by the Court of Appeal, is ended? Thank you for participating in this consultation.

SWFRS Draft Response:

No

THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.vi
20 DECEMBER 2021

REPORT OF THE TEMPORARY DIRECTOR OF CORPORATE SERVICES

**URBAN SEARCH AND RESCUE – PROPOSED PROPERTY DEVELOPMENT
WHITCHURCH FIRE STATION PROPERTY DEVELOPMENT****THIS REPORT IS FOR DECISION**REPORT APPROVED BY TEMPORARY DIRECTOR OF CORPORATE
SERVICESREPORT PRESENTED BY THE TEMPORARY DIRECTOR OF CORPORATE
SERVICES**SUMMARY**

South Wales Fire & Rescue is in receipt of Welsh Government funding for the development at the rear of Whitchurch Fire Station to house the Urban Search and Rescue (USAR) facility.

Given that the value of the contract is above the delegated threshold, the Director of Corporate Services seeks Fire & Rescue Authority approval to proceed with the award of contract.

RECOMMENDATION

That Members approve the award of the one off contract for the construction of the USAR development to Trio Building Contractors Ltd.

1. BACKGROUND

- 1.1 The Service is in receipt of Welsh Government funding to enable provision of a fit for purpose building for the housing of Urban Search and Rescue vehicles, equipment and staff at Whitchurch Fire Station.
- 1.2 In 2020 it was identified that the current building occupied by Urban Search and Rescue at Whitchurch in Cardiff was no longer fit for purpose and would need significant investment to replace.

- 1.3 The Head of National Resilience, Wales, along with the Service's Property Strategy Manager, engaged an architect to carry out feasibility and concept design drawings for proposals of the building required.
- 1.4 The final design was agreed by the Senior Management Team who subsequently gave approval to proceed with planning permission and engagement of the required consultants to progress the project specification.
- 1.5 Unconditional planning permission for the building has been granted by Cardiff Council.
- 1.6 A competitive tender process was carried out via the Sell2Wales portal and subsequently a suitable contractor appointed.
- 1.7 If approved, the project will commence in January 2022 and will run for approximately 30 weeks.

2. ISSUE

- 2.1 In accordance with Fire & Rescue Authority Contract Standing Orders, one-off contracts with a value expected to exceed £750,000 are subject to approval by the Fire and Rescue Authority prior to award.

3. IMPLICATIONS

3.1 Community and Environment

Equality, Diversity and Inclusion	No
Welsh Language	No
Wellbeing of Future Generations (Wales) Act 2015	No
Socio Economic Duty	No
Sustainability/Environment/Carbon Reduction	No
Safeguarding	No
Consultation and Communications	No
Consultation with Representative Bodies	No
Impact Assessment	No

3.2 Regulatory, Strategy and Policy

Legal	No	Data Protection / Privacy	No
Financial	Yes	Health, Safety and Wellbeing	No
Procurement	Yes	Governance & Audit	No
Corporate Risk	No	Service Policy	No
Information Management	No	National Policy	No

3.3 Resources, Assets and Delivery

Human Resource and People Development	No
Assets and Resources (Property/Fleet/ICT/Equipment)	Yes
Service Delivery	No
Procurement	No
Budget Revenue/Capital	No

4. FINANCIAL IMPLICATIONS

- 4.1 The provision of Welsh Government funding will cover the tender sum of £1,136,901.35.

5. RECOMMENDATION

- 5.1 That Members approve the award of the one off contract for the construction of the USAR development to Trio Building Contractors Ltd.

Contact Officer:	T/ACO Geraint Thomas Director of Corporate Services
-------------------------	--

Background Papers:	Date	Source/Contact
None		

Appendices:
None

THIS PAGE IS INTENTIONALLY BLANK

AGENDA ITEM NO 8

Reports for Information

THIS PAGE IS INTENTIONALLY BLANK

BUSINESS PLAN ACTIONS REPORT

Health Check

2021/22 Quarter 2

Report Date 23rd November 2021



Produced in
BMIS
Business Management
Information System

This paper will give assurance to the Members of the Fire & Rescue Authority and senior management within South Wales Fire & Rescue Service on progress towards achievement of the Strategic Themes and performance of the Strategic Performance Indicators for the period 01 July – 30 September 2021.

Background

- 1.1 The Welsh Government requires South Wales Fire & Rescue Service to develop Strategic Plans to identify the direction for the Service and address particular areas for improvement. The Service does this by developing a Strategic Plan, implementing actions and measuring indicators to enable the Service to achieve these organisational goals.
- 1.2 All departments link actions within their annual department plans to the appropriate Strategic Objectives. This enables us to measure how well we are performing against these objectives by how many of the linked actions are on target and review how the associated indicators are performing.
- 1.3 Quarterly updates are recorded by action owners onto the Business Management Information System (BMIS), and staff within the Planning, Performance and Risk Team monitor the information and extract reports accordingly.
- 1.4 To further support the performance management framework, National Strategic Indicators were introduced for reporting year 2015/16. Together these provide data and information to inform and support decision-making processes within the Service to target activity and drive improvement. The Statistics and Risk Team monitors the information and extract reports accordingly.
- 1.5 This report will provide Members and Officers with a health check on performance against the Strategic Themes and Strategic Indicators for the period 01 July – 30 September 2021.

Issue

- 2.1 For Members' information going forward, taking into account the Well-Being of Future Generations (Wales) Act 2015, the Service has revised the Strategic Plan to include eight Strategic Themes as listed below:
- ST01 – Keeping you safe
 - ST02 – Responding to your emergency
 - ST03 – Using technology well
 - ST04 – Working with our partners
 - ST05 – Engaging and communicating
 - ST06 – Valuing our people
 - ST07 – Protecting our environment
 - ST08 – Continuing to work effectively
- 2.2 Each of these Strategic Themes has one or more Objectives that the Service has monitored progress against during 01 July – 30 September 2021.
- 2.3 Appendix 1 attached is a summary of the Performance Monitoring Report, which reviews the period 01 July - 30 September 2021 performance against agreed targets for the seven National Strategic Performance Indicators. It also includes a summary comment for each indicator.
- 2.4 Appendix 1 identifies that one indicator has not met their target and performed worse than last year, two have not met their target but are performing better than last year and four indicators are achieving their target.
- 2.5 The one indicator that is not meeting its target and has performed worse than last year is:
1. Other Special Services Calls Attended
- 2.6 The 2 indicators that have not met their target but are performing better than last year are:
2. Total False Alarms Attended
 3. % of Dwelling Fires Confined to Room of Origin
- 2.7 The four indicators that have achieved their targets are:
4. Total Fires Attended
 5. Total Road Traffic Collisions Attended

6. Total Deaths and Injuries in Fires
7. Accidental Deaths and Injuries in Fires

2.8 Appendix 2 attached provides some key information about the Service and its performance during the period 01 April - 30 September 2021.

Equality Risk Assessment

1. This report, the accompanying appendices and the targets themselves have no Equality Risk Assessment impact. The Service Performance and Communications Department and the respective Directorates are working with the performance data to establish any trends and implications that would include equality implications. These will be addressed at that time.
2. It is the responsibility of the action owners to ensure that Equality Risk Assessments are carried out for their actions in the planning framework.

Recommendations

- 4.1 That Members review the performance details and statistical data for the period 01 July – 30 September 2021 contained within this report.

Scorecard

The scorecard below lists the number of tasks in progress relating to each Strategic Theme along with a breakdown by RAG status.

ST01 20/21 Keeping you safe				
▲	●	★	Unknowns	Total
1	12	16	0	29
ST02 20/21 Responding to your emergency				
▲	●	★	Unknowns	Total
3	10	9	0	22
ST03 20/21 Using technology well				
▲	●	★	Unknowns	Total
3	15	33	0	51
ST04 20/21 Working with our partners				
▲	●	★	Unknowns	Total
0	8	21	0	29
ST05 20/21 Engaging and communicating				
▲	●	★	Unknowns	Total
0	6	5	0	11
ST06 20/21 Valuing our people				
▲	●	★	Unknowns	Total
2	19	35	0	56
ST07 20/21 Protecting our environment				
▲	●	★	Unknowns	Total
0	7	19	0	26
ST08 20/21 Continuing to work effectively				
▲	●	★	Unknowns	Total
3	18	41	0	62

Strategic Theme Task Commentary

ST01 – Keeping you safe

1.1 Reduce the impact of false alarms on our resources

Internal collaboration between Operations and Business Fire Safety (BFS) to reduce Unwanted Fire Signals (UFS) from Automatic Fire Alarms (AFA) continues. A working group has been established and regular meetings are now taking place. The new UFS framework is being utilised to good effect.

Unwanted Fire Signals (UFSs) are false alarms generated from automatic fire alarm (AFA) systems.

A new UFS page has been designed and is now live on our Business Management Information System (BMIS). This provides stations with the tools to identify premises that have UFS and guidance on how to reduce calls. ICT are also developing a SharePoint file where all UFS reduction work can be recorded.

The proactive management of premises by Joint Fire Control (JFC), concerning AFA actuations, to comply with responsible person duties has been deferred. Once the review of JFC has completed, this will be re-visited with BFS and Community Safety & Partnerships (CS&P) to establish what process they require from JFC Prevention and Protection.

1.2 Reduce the number of fires in the home and understand the behaviours and cause of them

The JFC Training Team is still working on reduced numbers and is unable to progress work with Operations to develop a suitable training pack to provide awareness of human behaviour in, and causes of, fires in the home for JFC staff.

Operations continue to work with Statistics and Risk to develop BMIS to support the production of Community Risk Management Plans (CRMPs) for 2021/22.

The Operations Audit and Support Team (OAST) continue to review the quality of our Incident Recording System (IRS) data during regular bi-monthly meetings and will explore incorporating further analysis of information for targeting of vulnerable individuals and groups. Over the last year, guidance documents have been provided to stations and, more recently, on line training has been introduced in the form of a webinar.

The *Incident Recording System (IRS)* is a website managed by the Home Office. It collects information on the incidents attended by fire and rescue services, e.g. fires, false alarms, road traffic collisions.

We continue to review the impact of the Dame Hackett review (Buildings & Fire Safety) and the public enquiry into the Grenfell Tower fire and a number of working groups are in place dealing with the recommendations.

Link: **[Building a Safer Future: Final Report \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)**

Review continues, of how we identify and apply risk rating of Home Safety Checks (HSCs), as part of the All Wales Risk Stratification process.

Enhanced HSCs continue to be delivered within eight Unitary Authority (UA) areas with representative body engagement continuing. On release from Covid-19 restrictions, we will continue to target the two remaining UA's for progression. Conversations between Operations and Home Safety are required to identify the impact on stations.

Re-evaluation of Learning Evaluation after the Fire (LEAF), to inform targeted education/prevention activity, will take place at the end of the year following a review of the last 6 months input and data returns.

1.3 Reduce the number of Road Traffic Collisions

We continue to work with Welsh Government (WG), and other road safety partners. We are reviewing the Domino presentation to ensure it meets current standards. This has been updated and presented to the all Wales group for sign off. We have delivered the first trial events of the 30-20 'It Only Takes a Minute Initiative' on behalf of WG and in conjunction with Police and UA.

690 interactions were delivered through Operation Options, Domino and 30-20 presentations across the service area. These interventions are directly reducing risk within our communities.

***Domino** sessions are specifically designed to raise awareness of the **#Fatal5** – Drink / Drugs, Speed, Carelessness, Seat belt, Mobile phones*

***Operation Options** aims is to educate people on the dangers of not wearing a seatbelt.*

We continue to analyse road safety data to ensure our interventions are aimed at the right target groups. We have used data to expand into station areas that we have not exploited previously. We have developed new partnerships in the stations in the Bridgend valleys, Caldicot and Chepstow.

1.4 Reduce the number of deliberate fires

This quarter involved significant planning for OPERATION BANG with South Wales and Gwent police forces. A number of agencies will be involved in various activities and patrolling to support deliberate fire setting over a two-week period in Q3.

***Operation Bang** (Be A Nice Guy) is an operation which has been run by for several years and aims to make sure that Bonfire night is safe for everyone.*

We continue to support Op Elstree in reducing ASB across our coastal areas, FCU manager liaising with SW Police in regards to activity and our support (Arson boards and FCU patrols).

Operation Dawns Glaw is an all-Wales multi-agency task force supported by a range of partners whose aim is to reduce the uncontrolled environmental destruction and potential threat to lives and property arising from deliberately set grass fires.

Operation Elstree involves increased police patrols and where appropriate, dispersal powers, at key locations including Cardiff Bay, Penarth and Barry Island, as well as the Heritage Coastline stretch between Rhoose Point and Ogmores-by-Sea. It will run during the spring and summer months.

Station Commanders currently sit on all Public Service Board (PSB) subgroups working with statutory and non-statutory partners. Local hubs across the service have Station Commander attendance where deliberate fire setting is a common agenda.

JFC are currently unable, due to staff numbers within Prevention and Protection, to liaise with CS&P, provide training and refine the safeguarding process. However, the team is continuing with all safeguarding related work, liaising with leads, managing database and utilising training recently received.

1.5 Improve safety in and around water

We continue to work with Water Safety Wales (WSW) to deliver local interventions and share communications for local, national and international campaigns.

We are also working with the Welsh Local Government Association (WLGA) to develop a robust toolkit for Unitary Authorities to use for localised drowning prevention planning.

We are developing a toolkit for stations to use. This will include an education package that will have to be developed in conjunction with Water Safety Wales

We have delivered training to Waterside responders in the Cardiff area by training park wardens and issuing them with safety and rescue equipment.

A River Usk Trackway (a deployable trackway to be used during flooding incidents) Project update is scheduled to be delivered on 18th October. A service planning company has provided a quotation of £25k for full planning permission to Newport City Council. Trackway manufacturer as also stated they have answers to SMT questions of operation, these both elements are hoped to be discussed at SMT in coming weeks to confirm funding and for planning and commission of equipment development,

1.6 Improve fire safety in buildings in our communities

The High Rise working group is currently being re-established and direction /action / opportunities being identified as the group re-energises itself.

The Risk Based Inspection Programme (RBIP) is returning to normality with minor changes to ensure compliance with Covid-19 requirements. With a new National Fire Chiefs Council (NFCC) document released providing guidance on identification of high-risk premises, work

in this area needs further attention to transfer a manual approach to applying the RBIP into an automated RIDGE system.

Work continues developing a BFS module within BMIS. Performance Indicators are expected to be available by the end of Q3.

A statement published by Welsh Government this month sets out that FRS in Wales will become Statutory Consultees on all major planning applications from Jan 1st 2022

The Fire Safety Act went live in Wales on Oct 1st, there are still issues ongoing though that need clarification.

ST02 – Responding to your emergency

2.1 Respond effectively when you need us

JFC continues to operate with limited crewing and overtime to cover shortfalls. This is not always possible and recall to duty sometimes yields no response. Four trainees in final week of recruit's course this week but this will not fully resolve the resilience issue. Operation Willow Beck may offer some resilience for adverse weather related events in the future but is in its infancy at this stage. The Control review may offer some options later this month. However, at this time, crewing levels continue to present a risk to the organisation.

A new gazetteer has been implemented in JFC; data sets are required to assist in adding risk information to new gazetteer records. Site Specific Risk Information (SSRI) is out of date and needs auditing and streamlined process for information coming in to department. Original Key Task Area (KTA) 6 / National Issues Committee (NIC) work stream documents about the management of SSRI being taken to JPSC bronze meeting for assistance in reviewing this process.

JFC enhanced command and control system functionality, referred to as “secondary go-live” is unlikely to be achieved. Capita have now sold the Command & Control business. It is not known how this will affect this task.

The Multi Agency Incident Transfer (MAIT) Technical Working Group continues to meet. JFC are currently using the MAIT Atos hub to exchange incident data using the Direct Electronic Incident Transfer' (DEIT) standard. Waiting software upgrade from Capita to deliver full MAIT requirements.

***MAIT** is a highly resilient service for all emergency service providers. It facilitates the fast exchange of secure messages and incident notifications between agency control rooms.*

*The **Atos hub** and spoke model means that emergency services only require one connection to communicate with all other connected UK emergency services. This leads to better connectivity and coordination across forces, and cost savings for the customer.*

DEIT enables the electronic exchange of incident logs between frontline responders with compatible command and control systems. It removes the need for information on incidents to be passed verbally and ensures all partners are aware of the exact location of an incident.

JFC have submitted observations into the ongoing review of the efficiency and effectiveness of emergency response and await the results of the review.

Further to the recent review of JFC, the Prevention and Protection team is being disbanded. Some discussions have taken place to review the flexible team rota for support staff, liaison with the Fire Brigades Union (FBU) and staff will take place in order to identify and agree a rota going forward to commence in January 2022.

Operational assurance, via Incident Command Level (ICL) assessment `all levels`, to ensure operational competence is ongoing.

A training programme for level 1 and 2 officers has commenced to assist with ensuring the maintenance of operational competence and incident command of day duty staff within Risk Reduction. First phase has included practical events for level 2 and theory for level 1. This will be reversed in January 2022.

OAST continue to improve the awareness of special appliances capability within the service. Webinars are still ongoing with LAR capabilities being the next themed event.

Operational Risk Management (ORM) have reviewed the National Operational Guidance (NOG) Strategic Gap Analysis (SGA). A tasks program has been drafted for ACFO Technical Services and Head of ORM for consideration to achieve the key identified areas of NOG implementation. A further review of the SGA for NOG will occur identifying any further initial key tasks.

***National Operational Guidance (NOG)** is provided by the National Fire Chiefs Council (NFCC) and is a one-stop shop for good practice operational guidance that can be tailored to local needs.*

Link: [National Operational Guidance Homepage | NFCC CPO \(ukfrs.com\)](#)

Link: [Strategic gap analysis | NFCC CPO \(ukfrs.com\)](#)

National Resilience Wales continue to raise the awareness of our equipment and assets through engagement and has distributed an Aide Memoir to all Tactical Managers and awareness sessions are being delivered to all Operational Crews.

2.2 Do all we can to make sure that our On Call Duty System (OCDS) is available

OCDS recruitment training and retention is still a high risk to the service. Since the Covid-19 restrictions have eased, we have seen the numbers of personnel leaving increase. We

have programmed courses throughout the next training year with Cardiff Gate Training and Development Centre (CGTDC) and intend to reach our goal of at least 130 new recruits.

The current pathway from initial recruitment to competent OCDS firefighter is being reviewed with the Retained Management Team (RMT) and training looking at the new Skills for Justice (SFJ) award and what is needed for an OCDS FF. This is an opportunity to further improve the pathway to becoming a competent FF.

Skills for Justice is a not-for-profit organisation committed to the development of an improved and sustainable workforce across the UK's Justice, Fire and Rescue, Local Government and Armed Forces sectors.

The RMT continue to work closely with Commanders, UA GMs, recruitment and Media and Communications to ensure station recruitment is a priority. The Head of Operations has also insisted that recruitment is incorporated into station Community Risk Management Plans (CRMPs). Stations are also supported directly by RMT especially those that are currently showing red on the RAG status.

2.3 Train our firefighters to respond to current and future risks in our communities

All training materials are being updated in line with National Occupational Guidance (NOG) implementation group recommendations following consultation through the lead working groups.

NOG provides a one-stop shop for good practice operational guidance that can be tailored to local needs.

A second 10-pump exercise, Taxing Towers, is planned for 23rd October with a further two exercises planned for 2022. These exercises are developing future directing staff, incident commanders and quality assuring Standard Operating Procedure (SOP) and mobilising protocols.

OAST continue to work in collaboration with the Operational Development and Review Team (ODRT) and Training to ensure that all debriefs generated as a result of simulation and operations are collated in order learn and improve. Regular bi-monthly meetings have been arranged and work is ongoing to identify the need for a shared depository.

The JFC Training Team is still working on reduced numbers and is unable to progress new work including proactively identify future trends that lead to new training needs.

ST03 – Using technology well

3.1 Use the most suitable technology and equipment to improve our services

The JFC are experiencing significant ICT issues within the JPSC with the lack of support from South Wales Police in getting any issues resolved. UICT strategy makes simple tasks

very difficult, which is time consuming and very frustrating for staff. This has been highlighted at the fire silver board meeting.

***JPSC** is our joint emergency services control room with staff from three partner organisations – South Wales Police, South Wales Fire and Rescue Service and Mid and West Wales Fire and Rescue Service.*

South Wales Police are ready to procure a full Command and Control solution. JFC will continue with its RMS - Vision - until at least 2024. There is an agreement at Gold level that SWP will retain DS3000 for JFC use until JFC are in a position to go out to tender. Fire is being written into SWP contract as a catalogue item so that at the opportune point we could work with SWP in the future.

JFC continue to work with departments and other agencies to facilitate the deployment of the Emergency Services Network (ESN). Representatives attend the Welsh Fire Control working group and deployment groups. Monthly meetings are scheduled, terms of reference and standard agenda items are agreed.

***ESN** is a cross-government programme, led by the Home Office, to deliver the new Emergency Services critical communications system. This will replace the current Airwave service used by the emergency services in England, Wales and Scotland) and transform how they operate.*

New Mobile Data Terminals (MDT) have been implemented on all front line appliances with talks ongoing with representative bodies and ICT regarding increasing functionality. Explorations also ongoing into the possibility of tablets or mobile phones for selected appliances

***MDTs** comprise a vehicle mounted, fixed, ruggedised computer fitted with a 12 inch touch screen. The MDT and screen are fitted to the cabs of all frontline appliances enabling crews to access mobilising information, messages and operational data.*

The review and implementation of the Service' policy and procedure framework, to ensure accessibility for internal customers and administrative ease for managers is ongoing, has slowed temporarily due to the prioritisation of the configuration and implementation of Core Portal.

A two-year project has commenced to introduce a new electronic Learning Management System (LMS) to host our existing training presentations.

Training and Development await cost details from Hydra to develop the use of Hydra to improve Incident Command training.

***Hydra** is a training tool that enables the monitoring of group dynamics, real-time leadership and naturalistic decision making in critical incidents.*

The online recording of incident command continuation training for all levels is now achieved by CMS recording through PDR Pro and CMS reporting functions. This now meets the need with all training and courses now invited through CMS to candidates with acceptance and

attendance recorded by instructors with feedback sheets distributed to candidates for continuous improvement.

***pdrPro** is a planner-based maintenance of competence system that includes all of the activities that make up a core skill.*

***Course Management System (CMS)** is a calendar bases system which can be fully integrated into pdrPro. The system can manage all aspects of centralised training.*

The Skills for Justice (SFJ) / Apprenticeship Team were working with Barry College with the 'One File' system to input task sheets and assessment criteria to facilitate the transfer of all FF development programme & development to competent documentation online. However, ICT infrastructure and One File systems are not able to meet this need. Continuous R&D and engagement is taking place with providers and internal systems management.

***'OneFile'** is an apprenticeship software application including a course builder, reporting suite, learning journal and evaluation scorecard.*

Discussions continue regarding the feasibility of placing android phones on all frontline appliances and trials are being undertaken at three stations.

The feasibility of utilising body worn cameras within Training and Development is awaiting security group sign off.

Media and Communications continue to embed the use of Slido and live streaming for internal and external engagement. Mevo will be utilised to livestream the Wholetime Duty System passing out parade in December and Slido will be utilised for the Shout forum.

***Slido** is an award-winning web-based audience interaction tool for meetings and events.*

***Mevo** is a pocket-sized live event camera that enables live editing of video while an event unfolds.*

There has been no progress this quarter regarding sourcing and implementing a digital platform for attendance management due to the transition from Core BackOffice to Core Portal work taking priority.

Ongoing development of the CoreHR system includes the recruitment module and the LMS, both of which will enhance the self-service provision to the workforce.

Developing a suite of HR reports that are automated through the use CoreHR, data via an Application Programming Interface (API) is currently on hold pending a decision by the Service as to whether or not to sanction APIs from CoreHR.

*An **application-programming interface (API)** is a piece of software that lets one program access or control another program. APIs allow applications to share data without requiring developers to share software code.*

HR continue to integrate CoreHR with work currently taking place to link in with Employee Relations and Payroll in terms of feeding information from the application stage in order to create employment contracts electronically. Shortlisting is being tested and new reports being created through the new reporting system Insight.

HR continue to migrate from Core BackOffice to Core Portal. It has proved more involved than first believed but is progressing.

JFC are exploring technology to enable remote recruitment however, this has proved to be too expensive to date.

Health and Safety (H&S) continue to promote the 24/7 system however there are some stations / individuals who still send jobs to the general inbox or personal accounts.

A full ICT physical asset management audit is to be carried out once the Infrastructure team have rolled out the new PCs to all station sites.

An ICT review of active directory management tools has not yet started due to lack of resource.

A review and rationalisation of client databases remains on hold as we discuss the benefits of purchasing an off the shelf solution which allows partner agencies to contribute.

ICT continue to review 24/7 Asset Management System as a replacement for Redkite. House on The Hill have created a demo site and agreed to host it on their cloud platform, awaiting a meeting with ORM to co-ordinate testing.

House on the Hill: Cloud Service Desk & Portal that can be used for Freedom of Information Requests, IT Support, Customer Service or Facilities Management.

Both wireless Local Area Network (LAN) controllers have been installed in Data Centre. Base configuration for management done. 2 test access points successfully connected to the Wireless LAN Controller.

The GPS repeaters project continues with 31 stations completed. Further hardware required and on order to continue this work.

GPS repeaters enable the reception of satellite signals inside a building or indoor location where they cannot ordinarily be received.

Potential options for new core switch for bandwidth throughput and port density has been reviewed and discussed. Three possible options based on known requirements being investigated.

Currently reviewing options for replacement headquarters inner firewall hardware. Initial discussions on current vendor suitability conducted. This will be considered along with required features going forward.

ICT have met several times with BT to discuss how to migrate voice gateways from Integrated Service Digital Network (ISDN) to Session Internet Protocol (SIP). Several options considered. Waiting on costs for preferred option from BT.

ISDN comprises of a digital line that runs through copper wiring. It was a lot faster than traditional analogue lines and could be used for data as well as carrying voice calls.

***SIP** (also known as VoIP) trunking is a digital connection; ensuring calls are transmitted via the internet*

Good progress has been made to procure an office productivity software implementation partner, run workshops and get draft recommendations. The procurement of needed licences is under way to allow a proof of concept in late November.

3.2 Review the standard and use of technology and equipment across the Service

The new ICT hardware 'tablets' have been received and issued to BFS Auditing officers. ICT needs for BFS staff will need to be constantly reviewed as RIDGE evolves and work processes change.

***RIDGE** (Risk Information Data Gathering Engine) identifies and prioritises domestic and commercial properties that are most at risk from fire.*

Review of regular use mapping layers required in the service is being led by GDUG and a paper will be produced setting out potential development via available mapping systems. Discussions are ongoing regarding the use of DataMapWales and JIGSO with Welsh Government.

Phase One of the Intranet Project is complete and the English version is now live. We have now started work on Phase Two, creating the Welsh version of the Intranet. This will initially be limited to the Home page and the menus, then move to the remaining pages.

The Geo Data Hub content is in its first draft form. The project is on hold until there is capacity within the ICT department to set up the supplementary pages on SharePoint.

A section on BMIS will shortly be launched which will contain the Safeguarding programme, rail working group and IIP recommendations portal. Early conversations have also taken place to provide a dashboard to track progress of major project for SMT review, this work may continue through 22/23.

Work on implementing the findings of the Fire Service Emergency Cover (FSEC) review, which will ensure the service has appropriate risk modelling capabilities available, will commence when the modelling product has been chosen by SMT.

Positive conversations were held with InPhase, the BMIS software supplier, during Q1 with a proposal to extend the contract through to March 2024 with the provision for a site-wide user licence included. Proposal is with the Head of SPC to review.

ST04 – Working with our partners

4.1 Work with our Public Service Boards (PSBs) to support our communities.

We consider the impact of socio economic disadvantage in all our activities.

All Operations Group Managers are constantly 'touching base' with partner agencies via their respective PSB's to ensure they can respond to any community needs as per the pre Covid-19 environment.

We continue to support the Gwent Climate Mitigation steering group and embed best practice where relevant to us. A tender for a consolidated waste contract has been developed and is ready to go out for consultation with a view to a new contract being awarded in April 2022. This will allow for greater oversight of waste figures and greater transparency of waste consumption. The tender has been developed to include the new commercial waste legislation regarding segregation of waste at source - due to come into force in October 2021.

We continue to build upon our understanding of refuse fires that account for one third of all our fires. The Refuse Working Group, a multi-agency partnership led by us, has agreed to support a recommendation for the upgrading of fire appliance mobile phones to a smart phone function. An initial trial at 3 stations has been agreed. This will support the Fly Mapper app use and increase our reporting of fly tipped refuse across the service area. The early removal of this fly tipped waste will avoid the opportunity for deliberate fire setting. The trial will run through Q3 and Q4 with evaluation reported before the end of this financial year.

Work on designing and implementing a PSB area on BMIS for collation and reporting of evidence the support the 9 PSB wellbeing objectives will commence in Q3.

4.2 Work with our partners to deliver our services where they are needed

The Private Finance Initiative (PFI) relationship with Babcock is delivering to service requirements. Meetings with Babcock have reinforced the very good working relationship that exists. It is anticipated that the common objectives between both partners will be met.

*A **private finance initiative** (PFI) is a way of financing public sector projects through the private sector.*

Risk Reduction continue to work with offenders and cusp offenders to reduce anti-social behaviour, RTCs and deliberate fire setting. We have delivered sessions to Youth Justice groups in Cardiff and Bridgend along with sessions at Gelli Community Centre. We have also delivered sessions 1-1 where professionals have requested this type of service. We are developing this service as a concept moving forward.

Work with our NHS partners continues with a number of engagement activities on large refurbishment projects ongoing. Regular meetings are continuing to ensure support is provided and appropriate regulation takes place as necessary.

Operations have met with UK Salvation Army lead, MOU now being formalised to create an effective welfare response, MOU to be signed off at OCG in readiness for roll out early 2022.

There has been a delay in confirming the message on evacuation procedures in Specialised Housing in Wales as WG is awaiting the completion of the new suite of guides being developed by the Home Office. The NFCC has produced a draft simultaneous evacuation

guide that we have returned comments on and subsequently will continue to raise awareness of across the service.

The tri service data-sharing project appears to have been parked while the priorities of all parties have been shifted during the Covid-19 pandemic.

Procurement are working with the Social Value Portal to embed the national Themes, Outcomes & Measures (TOMS) into our procurement processes. Discussions have been held with Mid & West Wales FRS to scope strategic procurements and Social Value Clauses.

Link: [Home - Social Value Portal](#)

ORM continue discussions with the other Welsh FRS, through the Wales Implementation Forum (WIF) chaired by SWFRS, regarding NOG updates and adopting a common format for operational training information. This is currently proving challenging as the validity of new processes are being evaluated.

People Services have developed a model whereby HR Managers will regularly meet at Heads of Service level to discuss business needs to ensure service delivery is focused and maximised. Internal collaboration undertaken at POD Group on a range of key HR issues. We are also linking in with external bodies, e.g. South Wales Police on engagement activities, Chwarae Teg, RCT Pensions etc.

We are actively contributing to the All Wales Dementia strategic and operational working group. We are exploring ways of formalising our approach with a trial project within Blaenau Gwent relating to risk assessing potential bariatric patients as they leave hospital.

JFC continue to attend JESIP meetings to plan training across all three blue light services on a regular basis and dates to deliver have been programmed.

JESIP Joint Doctrine: the interoperability framework sets out a standard approach to multi-agency working, along with training and awareness products for responding agencies to train their staff

We have held some initial productive discussions with Mid and West Wales FRS in order to establish their initial views around the out of hours provision for Data Protection, in order to draft an aide memoir for JFC staff. We will continue discussions in order to progress with this action.

4.3 Review and evaluate our existing partnerships

We are establishing a PAS partnership with the Leekes group and are in discussion with Campanile Hotels (Louvre Group) regarding a PA partnership. Capacity and BFS resource demands are the limiting factors regarding PA partnerships and the PA team are mindful of these.

*The aim of the **PAS** is for FRS' to develop effective partnerships with businesses in order to achieve a national consistency in delivering fire safety advice and regulatory activities.*

The coordinated PAS with CHC and its Housing Association (HA) members has strengthened relationships. SWFRS has collaborated with HA regarding new legislation and is to deliver a workshop to provide guidance to HAs regarding fire door risk assessments and provision of these.

A list of Memoranda of Understanding / Service Level Agreements has been sent to Heads of Service. Alterations have been received. Outstanding sections have been recently chased and will be chased until we have a complete list. Only a small number of MOU's remain outstanding.

We have met with our claims investigator who was happy with the way that we were dealing with our claims. A training session is currently being organised whereby the insurers will come to HQ and deliver training on defensibility of claims as well as accident investigation. It is hoped this training will take place in November 2021.

We continue to pursue, via the Joint Emergency Services Group (JESG), a coordinated strategy with our emergency services partners to develop future co locations.

CS&P continue to review and consolidate existing partnerships and review future requirements and needs with a view to identifying longer-term strategy.

ST05 – Engaging and communicating

5.1 Deliver on the recommendations of the Investors in People report

Work on developing a reporting portal on BMIS to track the progress made against the Investors in People (IIP) recommendations is progressing well.

A 12-month progress check with the IIP assessor is due to commence 19th November. Communication continuing across the wider service aligned to recommendations.

The Service app has been rolled out across the Service.

Principal Officer visits continue with further visits from RMT members to station to engage with ON Call fire fighters and the station management teams.

5.2 Involve our communities and make sure they have their say in what we do

A register is being developed at corporate level so that contacts and partners across the Service can be seen in order to co-ordinate future planning and activity. As well as highlighting the work we are already, doing this will identify areas for development ensuring we are meeting our obligations under the Socio Economic Duty.

Media and Communications are researching a variety of non-digital methods of communication. In recent up and coming campaigns including Halloween, Bonfire Night and Recruitment a variety of non-digital engagement methods are being trialled and tested

including radio, newspapers, leaflets, digital billboards, bus stops, radio etc. These will be evaluated in terms of their impact. The Media Team are also looking into rail advertising, targeting through non-digital means such as foodbanks and pharmacy prescription bags for example.

BFS LinkedIn page has improved communication with stakeholders.

BFS webpages on our internet are constantly being developed to ensure they are current and engaging.

Social media is used for engagement, BFS are in constant dialogue with the media team, and other welsh FRS representatives to improve communication strategies.

Collaboration between Operations and Media & Communications has resulted in a joint work stream where certain initiatives have been filmed in order to provide educational options for stations and service to continue with their educational programmes. Good news stories that have been shared via the public on Social media are being captured and regularly placed in Routine Notice. The use of social media by stations continues but is ad hoc and not coordinated, we may well see a change in this process as we move forward with the use of smartphones being issued to front line appliances.

We have an ongoing communication plan to engage and communicate Service wide and externally to raise awareness and encourage ideas for carbon reduction.

5.3 Help keep our communities safe through safety education and attending community events

Risk Reduction have

- supported stations in the delivery of Spark;
- developed materials for inclusion in Staywise;
- worked with Swim Wales to develop materials for inclusion in the curriculum;
- delivered Crucial Crew on a virtual basis to schools in Newport; and
- delivered Domino and Megadrive to Coleg Gwent students.

The Momentum Programme will re-engage post Covid-19 and easing of restriction.

*We have been assisting survivors of domestic abuse since 2009, identifying those at risk and providing valuable home safety advice. In October 2017, we started the **'Momentum Project'**, which is unique as it involves the whole family, from young children to adults. It is designed to help build confidence and allow families to make new friends and learn new things. The parent activities include self-care, mindfulness and wellbeing. The young people learn firefighting skills and the discipline that is expected on the drill yard.*

ST06 – Valuing our people

6.1 Attract a workforce that reflects and represents our communities

The development and implementation of a Service recruitment strategy continues. Linking in with Equality, Diversity and Inclusion and other departments within the Service. Also linking in with the NFCC recruitment hub-working group.

Since Covid-19, restrictions have eased on call recruitment events, open days and recruitment evenings have gained momentum. We are currently looking at an online registration of interest system that could be filled out at events such as agricultural shows. RMT, media and recruitment actively support these activities.

The Diversity Officer and the Learning and Development Team have created, as part of pathways approach, a line manager-training package for diversity to launch in 2022.

6.2 Develop our people by identifying training and development opportunities

Initial and ongoing BFS training and skills package has been created and agreed in readiness of the outcomes of the Dame Hackett Review (Buildings & Fire Safety) and the public enquiry from the Grenfell fire. Auditing officer development portfolio has been completed, and IQA training for nominated officers has commenced. Department training will commence in November '21.

A new Internal Quality Assurance (IQA) system is being implemented in BFS, which will map out the development pathway for new entrants, from induction through to competency. It highlights what 'Activities' they need to perform to achieve each NOS and includes information on courses, internal IQA portfolio, training and Continual Professional Development (CPD).

The development and roll out a training package for the new Thermal Imaging Cameras (TICs) is progressing as expected. LION are attending on 26th October to train the Breathing Apparatus Instructors (BAIs) in the use of the new TIC to enable the department to put together a training package for the service.

*A **thermal imaging camera** (TIC) is a type of the thermographic camera used in firefighting. By rendering infrared radiation as visible light, such cameras allow FFs to see areas of heat through smoke, darkness, or heat-permeable barriers.*

Ongoing post course review of OCDS to Wholetime Duty System (WDS) conversion initial courses continues to identify areas for improvement.

The development of a training module for the IRS continues and the Statistics and Risk team will be meeting with the training team at Cardiff Gate during October to discuss progressing the e-learning module. Virtual training meetings continue to be held crews to discuss issues and share best practice in the interim led by a member of the Statistics and Risk team.

We continue to align water rescue training for operation personnel to the new Department for Environment, Food and Rural Affairs (DEFRA) training standards.

- Type B training is aligned and is a 4 day course with shallow water and night operations in boat elements added to the re-qualification course
- Type C training has been aligned, vehicle in water rescue elements have been delivered on all re-qualification courses. (next element will be night op's)
- Type D training has been aligned, vehicle in water rescue elements appropriate to team type capabilities have been delivered on all re-qualification courses. (next element will be night op's)
- Team commander training is being looked at and is on the agenda to implement in 2022
- Water Incident Manager (WIM) refresher course has been completed and delivered to up skill current Tactical Advisors. 8 new WIM's awaiting a course to be scheduled in 2022

Driver training is working towards being aligned to the framework by January 2022 but is awaiting any changes to legislation.

The development of a Service specific online training module covering key data protection principles remains on hold (at the concept stage) with limited capacity/resource in Information Governance and Compliance. However, IG&C have worked collectively with ICT to champion the NCSC cyber course- this is now mandatory for all staff/crews.

The Personal Review Masterclass is now available for any staff running the Personal Review process. They are available in a variety of locations across the Service. This session will also be part of the Crew Manager Induction process.

6.3 Support our people to feel well, healthy and happy at work

The People Plan 2021-24 has been established the 2021-24 detailing expectations of staff. In addition, the Personal Review process is now starting to embed, which allows for discussion about behaviours and performance.

ED&I has provided both Equality Allies Network and LGB&T staff network with external opportunities and invitations via emails, worked with media around promoting staff stories for specific months (e.g. Black History Month), have fed into the WDS working group, liaised with colleagues from Mid and North Wales FRS, shared NFCC involvement opportunities with colleagues via Routine Notice and have provided direct advice and support to more than 30 pieces of work this quarter.

Completed a Service wide ED&I Organisational Plan that aligns People Plan Actions, those from the NFCC Inclusive Group, and liP recommendations to the Service's Strategic Equality Plan.

All operational watches are receiving training identifying wellbeing support mechanisms. Also looking into including this on Junior Officer seminars. Many stations now have a wellbeing area.

Mental health focus groups have been set up to understand employee concerns and explore potential solutions to issues raised. Control Focus Group met in August and due to meet in October.

We are planning Healthy Heart activities during November, December and January at six stations, HQ, JFC and CGTDC.

Meetings are ongoing with SWP senior officer and estates department to look at the options for improving the facilities and working environment at the JPSC for JFC. A noise survey and chair survey have been carried out in the last month to inform decision-making.

ST07 – Protecting our environment

7.1 Reduce our usage of single use materials

Operations are supporting the Green Strategy and Carbon Reduction Strategy including broadening of MDT functionality that will reduce paper usage on station. Majority of paper usage is for red kite printing and M20 forms.

Initial ideas have been drafted which will need to be discussed prior to the development of a suitable Members portal within BMIS. Will need discussion with appropriate SMT/ELT Members to agree the draft prior to development.

Hard copies of agendas and reports are no longer printed for internal members of staff. Members receive printed papers at present.

All printing requests are now logged to identify where savings can be made. We are looking at ways of reducing the number of letters that are sent via Royal mail.

Work has commenced on developing a reporting dashboard on BMIS for the service delivery group that replaces paper reporting. Several dashboard examples have been created that need to be modelled for the service delivery group. These will be shown during the next meeting in November.

A Carbon footprint page has been set up on the BMIS system. Tasks have been entered and measures related to each task have been identified. The next step is to collect and analyze the data held in relation to each task to create progress reports according to our targets.

Link: [**Carbon-Reduction-Plan-2020-2023_eng.pdf \(southwales-fire.gov.uk\)**](#)

7.2 Explore the use of electric vehicles

Meetings are taking place with any department that can operate electric vehicles. BFS currently have eight electric vehicles and hopefully this will rise in the future.

Electric chargers are currently on order for six strategic sites across the Brigade area.

We continue to introduce more electric vehicles whilst keeping a close eye on the hydrogen fuel market.

7.3 Reduce our energy use and our carbon footprint

With the introduction of tranman version nine, it is now possible to measure the carbon footprint of all vehicles.

Recycling of materials continues across stations with the removal of all plastic water bottles.

A tender for consolidated waste contract developed and is ready to go out for consultation with a view to a new contract being awarded in April 2022 - this will allow for greater oversight of waste figures and greater transparency of waste consumption.

Energy measurement is in progress, improved oversight through provision of invoices now coming to sustainability officer, however the defining issue seems to be the lack of complete logger coverage of stations and the interface on the EDF portal - AH Facilities is currently working to resolve this issue.

Our identified Duty of Care requirements are not being adequately met regarding environmental compliance for waste schemes. A waste audit process will need to be implemented. New waste contract being developed and expected to be introduced April 2022.

Implementation of actions contained within the Carbon Reduction Plan 2020-2023 are ongoing with electric vehicle chargers fitted at HQ in addition to six further sites at selected stations. Discussions with WG are ongoing as to the installation of solar panels at HQ and Barry station.

Greater use of video platforms and webinars is being utilised in order to reduce unnecessary travel.

7.4 Consider how our activities impact on the environment

Fleet and Engineering, in collaboration with the Sustainability Officer, are exploring the feasibility of collecting rainwater. We have now had a company attend HQ to cost this exercise and we are now awaiting their report

Risk Reduction continue to explore opportunities to reduce the use of non-recyclable material. During Q2, the catalogue of available items for promotions has been reduced to reflect our commitment towards the carbon reduction policy.

Operations are liaising with procurement to establish order rate of paper for stations and are broadening MDT functionality to reduce paper usage on station.

ST08 – Continuing to work effectively

8.1 Be clear and publicly accountable

Station Information Governance Audits have not yet started. There has been no spare capacity within the team to re-launch and undertake station audits at this time.

The People Plan has been socialised internally. The Plan is now 2021-2024 to take account of COVID-19 implications and this aligns to the wider PODG strategy.

Actions are underway in respect of the implementation process for the pensions remedy exercise. Individuals will be contacted in due course.

The development of a reporting portal on BMIS to track the compliance with the Welsh Language Standards is nearing completion and will be finalised in the next quarter.

Some additional tasks are to be added to the BMIS dashboard to manage the action plan of the Rail Working Group.

Some minor adjustments are to be made to the BMIS reporting portal to track the progress of the Safeguarding project.

JFC continue to ensure that audit trails, recordings, call audits etc. are maintained where possible.

Developing guidance documentation for the suite of IRS validations will be complete early November.

The Strategic Safeguarding development group continues to meet. The action plan was reviewed during Q2 with priority actions set for group members. Training has been confirmed through Q3 for level 2 & 3 Safeguarding and has been publicised across the relevant directorate. The audit of our safeguarding procedures was conducted by an external agency with a full review of the recommendations discussed at the Safeguarding Group meeting. All actions from this audit were closed off during Q2.

The Job Evaluation exercise is now complete and the Service is currently managing the appeals process. This activity is likely to take until mid-November.

A review of on-call allowances and post naming conventions has been commenced; however, these separate activities will not be complete until March 2022.

No progress has been made in developing an Information Asset Register (IAR) to help understand and manage the organisation's information assets and the risks to them, since the last update due to other commitments. However with the new SharePoint Intranet now online a home for the register to exist on is being developed to them be regularly reviewed and updated as necessary. Deadline extended to complete task.

A BMIS reporting portal has been designed to monitor the Gender Pay Gap, based on tasks previously provided, and is available via BMIS. However, reporting has not yet commenced and tasks are being revisited by HR.

Work has continued to improve the visibility of Freedom of Information (FOI) publication scheme and to make compliance figures updated on a more regular basis. Assistance is required from Media & Communications regarding digital advice to update external website when capacity to do so.

We continue to develop a CS&P data quality assurance guide/procedure with the current focus being on workflow and producing monitoring reports via BMIS.

With regards to the cyber / forensic readiness policy, we have prioritised the education and training prevention aspect through the Security Series while we await the national C-TAG response plans that are still in draft.

Assurance measures for Legal and Insurance have been identified and are being developed through BMIS.

Limited progress has been made with the review of CS data and collection process in Q2 affected by uncertainty over the development plans for the job sheet and Domestic Violence and Hate Crime databases. End date extended to March 2022

8.2 Maximise value for money

HR has implemented the new CoreHR recruitment module that has achieved significant efficiencies. We are scheduled to move from Back Office to Portal next quarter that will bring added benefits. Also seeking to purchase the Learning Management System module in due course.

Legal and Insurance have mapped a process for vehicle claims. Joint meeting with Fleet took place in September 2021 to agree the process. The process needs to be finalised.

The report into the long-term management of the Real Fire Training Facility, with a series of costed options for ELT to consider, is to be submitted in January 2022.

The corporate work wear replacement project is progressing, ORM & procurement are presenting at SMT W/C 11th Oct. Once we have a clear decision on the style of apparel to be adopted and whether it will be a technical refresh or replacement program the team will be in a position to advertise the tender on S2W.

8.3 Develop for a new normal way of working

All Covid-19 risk assessments are current and updated regularly in line with new information received from Welsh Government and SWFRS updates.

The review of JFC structure and governance is nearing completion and some details have been shared with all control staff. The full review is due to be published shortly.

A full update and presentation regarding our Covid-19 modified processes was presented to SMT during Q2. Feedback was extremely positive and provides the strategic agreement on our existing procedures. Training and awareness sessions have been delivered across the Operations directorate by the Home Safety Manager on the continued modified processes supported by case studies.

A review on risk stratification has been concluded with recommendations for future actions being delivered at the next All Wales Safe and Well meeting, this will help steer our direction going forward as a result of COVID guidelines and any future anticipated requirements.

CS&P management meetings during Q2 have focused on future demands and the changing demographic challenges. All Wales training has been agreed to deliver a higher level Dementia training to our home safety practitioners during Q3 and Q4. This is aimed at meeting the future anticipated increase in this debilitating disease across our communities and providing our high-risk practitioners with the right skills, knowledge and understanding.

A review is currently underway to address the need for a service wide Water Safety education strategy to help support future education around water safety, this is to address a rise in water related injuries and deaths across the service area.

A review of the RMT structure has been produced and presented to Head of Operations and will be taken to SMT in November.

The review of central staffing structure to facilitate more effective working is still ongoing and currently awaiting the outcome of the appeal process.

Microsoft 365 project preparation work is starting to address how ORM can continue to improve the way of working using new technology.

Statistics and Risk have facilitated mapping of processes within Legal and Insurance, Employee Relations and Payroll departments to identify process improvement and identify measurements of performance.

PERFORMANCE MONITORING REPORT

Appendix 1

01 April - 30 September 2021



Gwasanaeth Tân ac Achub
De Cymru

South Wales
Fire and Rescue Service

Produced in

BMIS
Business Management
Information System

Introduction

The Performance Monitoring Report for 2020/21 highlights performance for the period 01 April 2021 to 30 September 2021. The report includes:

- Strategic Indicator Performance Summary.....Page 3
- Strategic Indicator Performance Comments.....Pages 4-7
- Analysis of incident activity levels by Unitary Authority Area (UAA).....Pages 8-15

The performance indicators included show six years of data to enable us to demonstrate how the organisation is performing for the communities it serves by showing long term trends in performance.

Following consideration by the Senior Management Team and the Fire and Rescue Authority, the report is made available to the public via the internet.

Changes to Working Practices due to COVID-19

South Wales Fire and Rescue Service and in particular Community Safety & Partnerships have continued to support communities through the pandemic by looking at new ways of working and delivering Home Safety Checks (HSC) by means of a modified HSC, which is conducted over the telephone to give safety advice while avoiding/limiting contact with the household in line with current guidance.

Depending on the information gathered from the individual, equipment has been either delivered to the doorstep with appropriate literature and guidance or a practitioner attends site and completes the more complex check of the needs of individuals. Practitioners have utilised the transferable skills throughout the department to meet the needs of communities throughout this difficult period.

During Q1/2 of this year the service has been able to carry out 3,562 HSCs, 170 were refused and at 283 addresses we were unable to contact the occupier. With restrictions easing more face to face interaction has taken place as we have progressed into the year.

The return of the cadets was initially put on hold but has successfully recommenced in September 2021 after suitable risk assessments took place.

For safety reasons the Business Fire Safety department was unable to carry out audits in the usual manner to premises, except to those that were deemed to be high risk. The team have started to recommence more activity as restrictions have been eased and suitable risk assessments have been put in place.

Due to the pandemic and continued support to other agencies, work by stations on CRMPs (Community Risk Management Plans) was put on hold. This however, has continued and will progress throughout the year.

Noticeable differences to the type of incidents that the service has attended has been the increase in assisting other agencies which has increased from 172 incidents last year to 258 incidents this year, an increase of 50%. Assistance to the Police/Ambulance has increased from 144 incidents last year to 209 incidents in Q1/2 this year, an increase of 45%.

The service has also experienced an increase in attendance to bariatric patients with incidents rising from 67 last year to 70 incidents this year, an increase of 4%. Attendance by crews to suicide or attempted suicide did rise during 2020/21 but has fallen during the first half of 2021/22. There were 41 incidents last year in Q1/2 compared to 33 this year. A decrease of 20%.

The Service Performance & Communications department co-ordinates and compiles this report on behalf of the Service Delivery Directorate. All information is extracted from updated Directorate quarterly Service Plans and the data sets are maintained and validated by the Statistics and Risk Team and is subject to change.

We are continually seeking to improve this report and welcome comments on additional information or other changes that you would like to see, please feel free to contact Neil Herniman on n-herniman@southwales-fire.gov.uk 01443 232775 or Jon Carter j-carter@southwales-fire.gov.uk 01443 232347 to discuss.

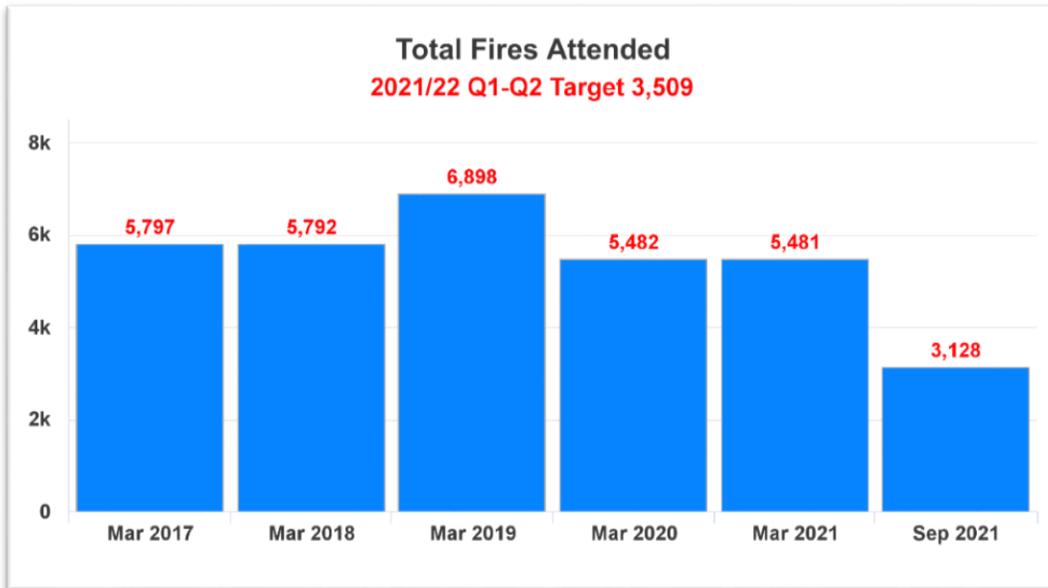
Strategic Indicators 2021/22 – Performance

The sunburst below displays the progress of each Strategic Indicator based on its performance against the target set.

Performance Key	★ Better than or equal to target	● Up to 5% above target	▲ Over 5% from target
------------------------	----------------------------------	-------------------------	-----------------------

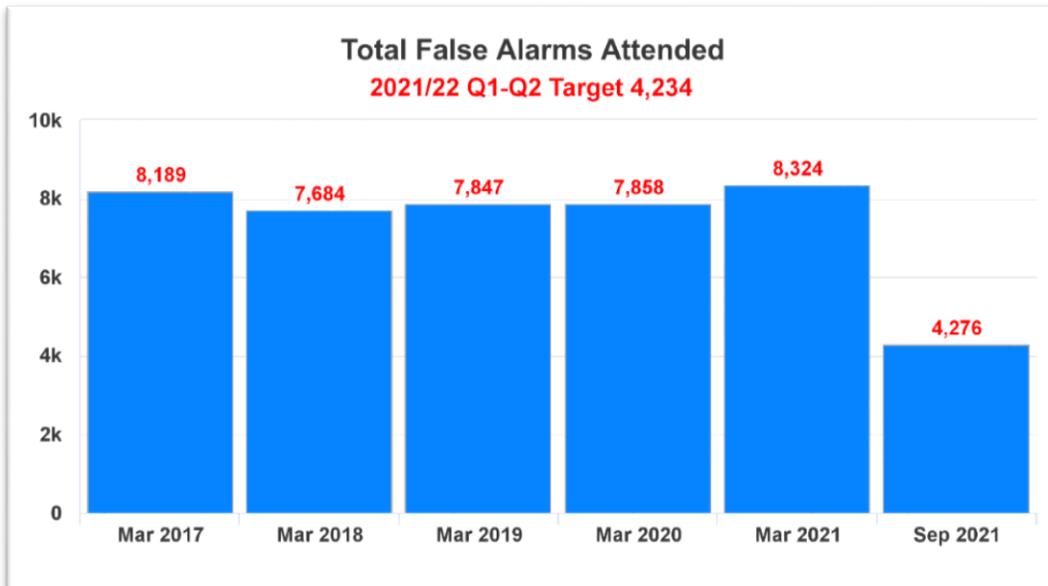


	Q1/2 Actual	Q1/2 Target	Q1/2 2021/22	Q1/2 2020/21
Total Fires Attended	3,128	3,509	★	3,266
Total RTCs Attended	420	496	★	315
Total False Alarms Attended	4,277	4,234	●	4,440
Total Other SSCs Attended	1,370	1,180	▲	1,044
% of Dwelling Fires Confined to Room of Origin	83.95%	85.00%	●	80.82%
Total Deaths and Injuries in Fires	21	34	★	24
Total Accidental Deaths and Injuries in Fires	18	31	★	19



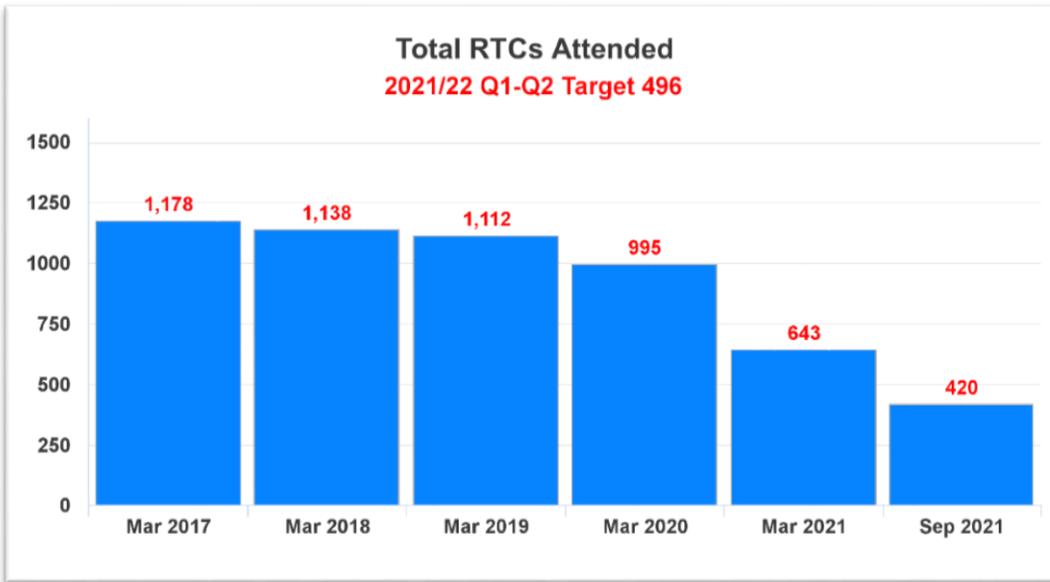
Q1/Q2 2021/22 Performance V Q1/Q2 2020/21

- Total fires (3,266 – 3,128) ↓ 4%, 11% below the target of 3,509.
- Deliberate fires (2,346 – 2,293) ↓ (2%).
- Deliberate Grass fires (777 – 727) ↓ 6%, Deliberate refuse fires (1,234 – 1,085) ↓ 12%.
- Deliberate Road vehicle fires (192 – 181) ↓ 6%,
- Monmouthshire (110) 4% **above** target, Torfaen (158) 23% **below** target.
- Deliberate fires accounted for 73% of all fires.

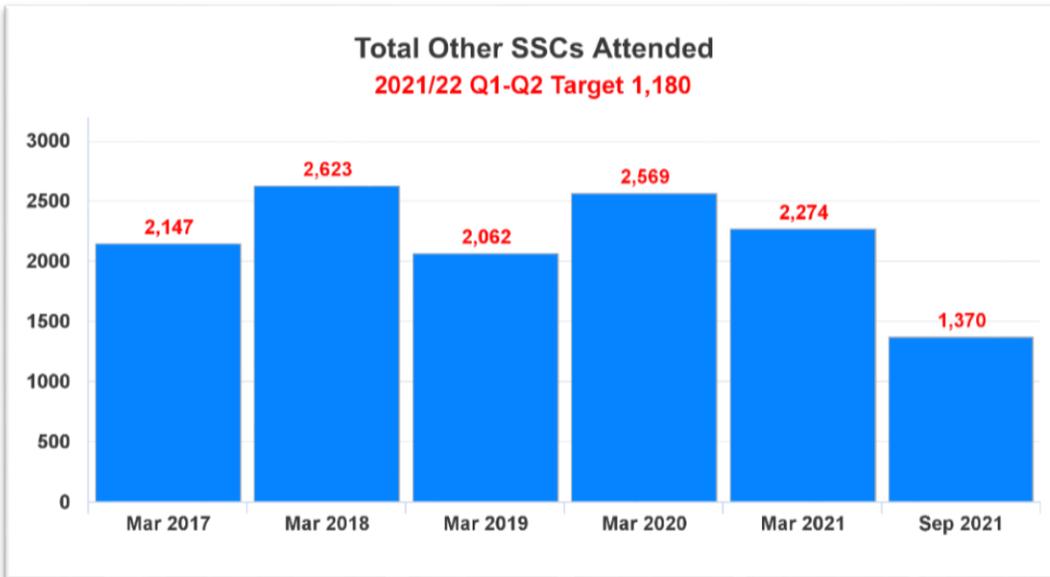


Q1/Q2 2021/22 Performance V Q1/Q2 2020/21

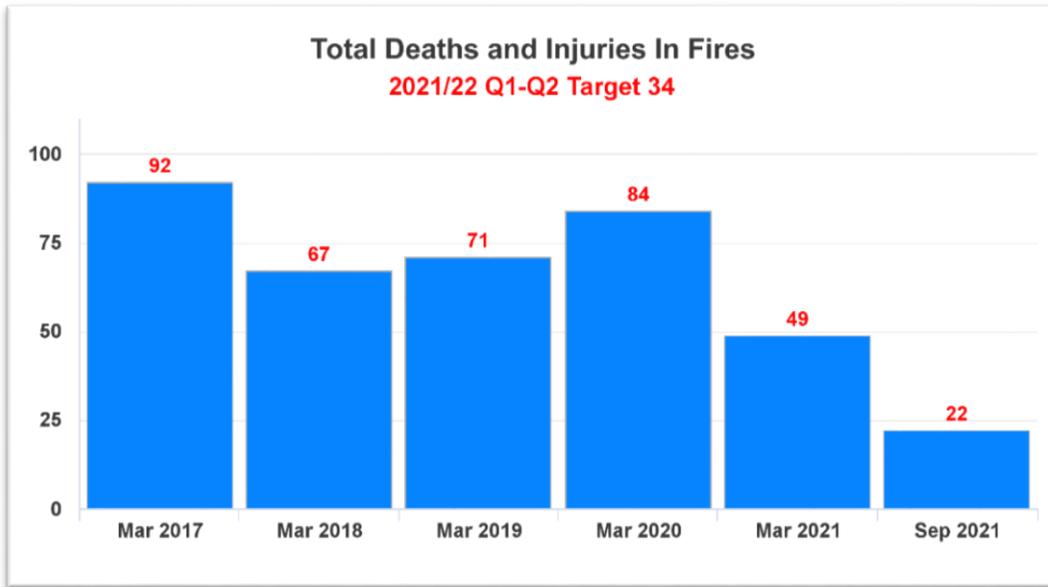
- Total False Alarms (4,440 – 4,276) ↓ 164 (-4%).
- 1% **below** the target of 4,234.
- False alarm due to apparatus (2,235 – 2,144) ↓ 4%.
- False alarm good intent (2,098 – 2,001) ↓ 5%
- False Alarm Malicious (107 – 131) ↑ 22%.
- Residential homes (155 – 120) ↓ 23%, Education (214 – 248) ↑ 16%, Hospitals (324 – 263) ↓ 19%.
- Appliances in attendance at Residential homes (236 – 178) ↓ 24% Education (323 – 346) ↑ 7%, Hospitals (451 – 384) ↓ 15%.



- #### Q1/Q2 2021/22 Performance V Q1/Q2 2020/21
- Total RTCs (315 – 420) ↑ 105 (+33%)
 - 15% **below** the target of 496.
 - Numbers this year were higher than last year but were still lower than the previous 7 years.
 - Although extrications/release of persons have risen from 57 to 74 the percentage of extrications/release of persons has remained at 18%.
 - RCT (17) and Monmouthshire (12) experienced the highest numbers of extrications and release of persons in Q1/2.

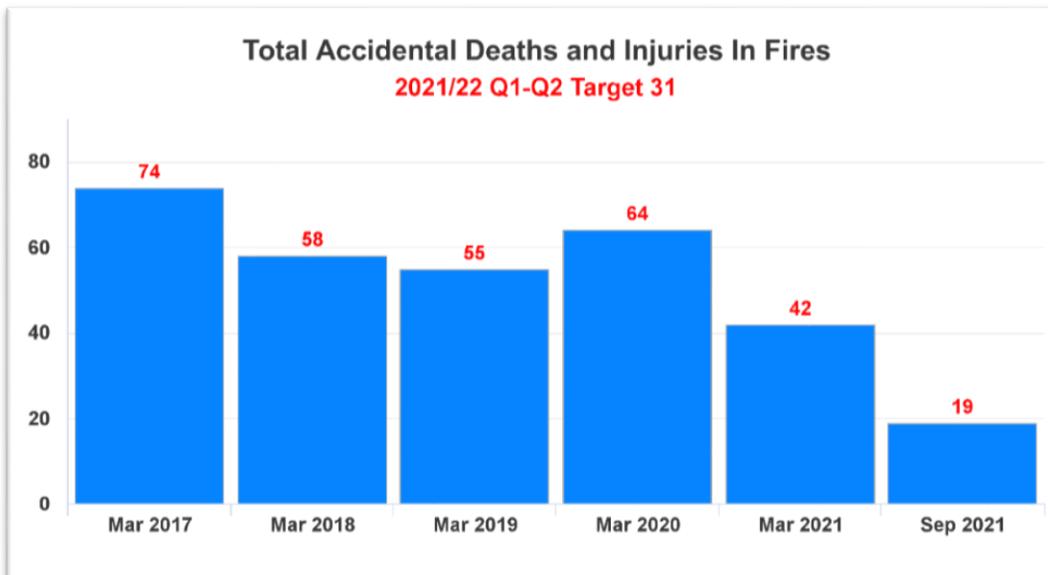


- #### Q1/Q2 2021/22 Performance V Q1/Q2 2020/21
- Other SSCs (1,044 – 1,370) ↑ 326 (+31%).
 - 16% **above** the target of 1,180.
 - Effecting entry (100 to 171) ↑ 71%, animal assistance (79 to 108) ↑ 37%, lift release (47 to 62) ↑ 32%.
 - Assisting other agencies (172 – 258) ↑ 50%, Bariatrics (67 – 70) ↑ 5%.
 - Cardiff UA had the highest number of incidents with 362, an increase of 45% from the previous year in Q1/2.



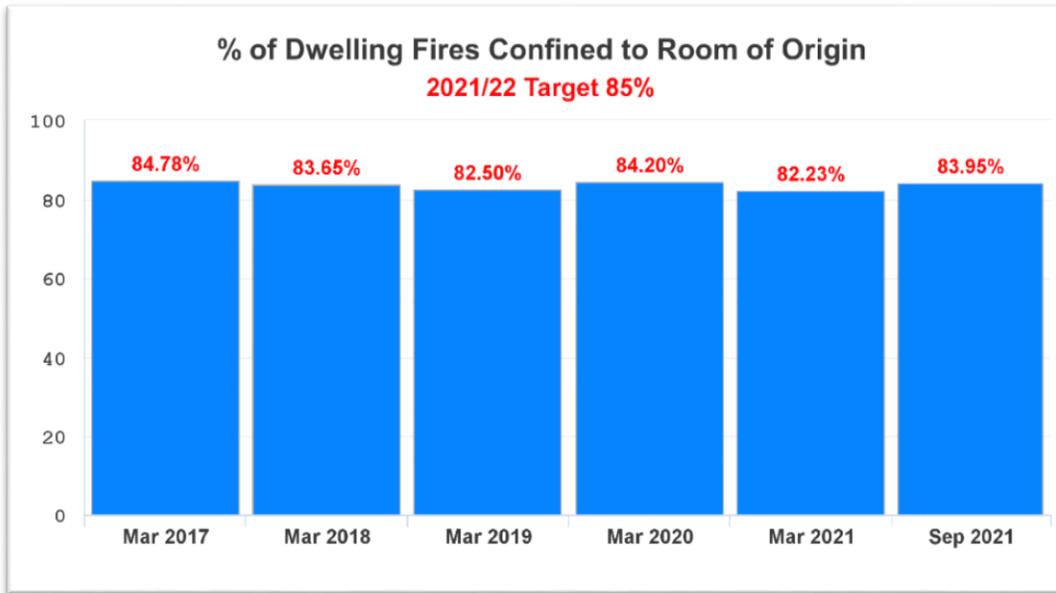
Q1/Q2 2021/22 Performance V Q1/Q2 2020/21

- Total fatalities and injuries ↓ 8% (24 to 22)
- 36% **below** the target of 34.
- 3 fatalities from fire, 5 last year. Male aged 90, electrical heater, male aged 71, faulty fridge freezer, female aged 28 smoking materials.
- There were 4 serious injuries compared to 2 last year.
- There were 15 slight injuries compared to 17 last year.
- The 22 fatalities and injuries in Q1+2 were the lowest since 2013/14.



Q1/Q2 2021/22 Performance V Q1/Q2 2020/21

- Accidental fatalities and Injuries stayed the same as last year with 19.
- 38% **below** the target of 31.
- 3 fatalities were a male aged 90, electrical heater and a male aged 71, faulty fridge freezer, female aged 28 smoking materials.
- There were 3 serious injuries compared to 2 last year.
- There were 13 slight injuries compared to 14 last year.
- The 19 accidental fatalities and injuries in Q1/2 were the lowest since 2013/14.



Q1/Q2 2021/22 Performance V Q1/Q2 2020/21

- 251 of 299 dwelling fires have been confined to the room of origin (83.95%).
- This is above last year and is 1.05% **below** the target set of 85% at the start of the year.
- Caerphilly and Merthyr UA's had 100% of fires confined to the room of origin.
- Monmouthshire UA had the **lowest** percentage with 6 of the 10 (60%) confined to the room of origin.

Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	907	123	85	101	79	97	76							309	252			561	468	93	20%
Special Service Call	141	9	11	28	15	15	13							48	43			91	64	27	42%
Total RTCs Attended	20	0	1	7	3	2	2							8	7			15	6	9	150%
Total Other SSCs Attended	121	9	10	21	12	13	11							40	36			76	58	18	31%
Total False Alarms Attended	374	40	41	34	23	38	34							115	95			210	195	15	8%
Malicious False Alarms	8	0	1	1	0	2	0							2	2			4	6	-2	-33%
Good Intent False Alarm	196	26	18	23	17	24	17							67	58			125	122	3	2%
Automatic False Alarms	170	14	22	10	6	12	17							46	35			81	67	14	21%
Total Fires Attended	392	74	33	39	41	44	29							146	114			260	209	51	24%
Deliberate Fire	320	67	26	33	36	40	22							126	98			224	166	58	35%
Deliberate grass fires attended	54	36	6	5	11	2	5							47	18			65	37	28	76%
Deliberate refuse fires attended	214	25	14	19	17	20	12							58	49			107	99	8	8%
Accidental Fire	72	7	7	6	5	4	7							20	16			36	43	-7	-16%
Accidental Dwelling Fires Attended	19	2	6	1	0	1	2							9	3			12	9	3	33%
Total Deaths and Injuries In Fires	1	0	0	0	1	0	0							0	1			1	1	0	0%
Total Accidental Deaths and Injuries In Fires	1	0	0	0	0	0	0							0	0			0	1	-1	-100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has an increase from 9 last year to 12 (+33%) this year in Q1/2. There were 9 incidents in Q1 and 3 in Q2. 4 of the 12 incidents were caused by cooking compared to 2 last year. 7 of the 12 fires were due to human factors with distraction (4), falling asleep (1) and 2 where other medical conditions. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were no fatalities or injuries in Q1 but there was a slight injury in Q2. Attendance at Other special service calls has increased by 31% with assistance to other agencies increasing from 14 to 17 (+21%) compared to Q1/2 last year. There were also increases in rescues from height with 5 this year compared to 0 last year and removal of objects from people, 3 to 6 (+100%). The number of road traffic collisions attended has increased from 6 to 15 with crews attending 7 of these incidents in June. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires have increased by 76% from 37 to 65 and deliberate refuse fires have increased by 8% from 99 to 107. Automatic false alarms have increased by 21% from 67 to 81. There were particularly high numbers in attendance at Industrial manufacturing properties with 16 incidents in Q1/2, the majority being faulty alarms. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have reduced from 6 to 4. There was a 2% increase in Good intent false alarms with calls to loose refuse accounting for the majority of this call type.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	1,474	200	125	143	164	101	111							468	376			844	837	7	1%
Special Service Call	269	34	29	27	33	20	25							90	78			168	133	35	26%
Total RTCs Attended	79	7	9	9	8	6	9							25	23			48	47	1	2%
Total Other SSCs Attended	190	27	20	18	25	14	16							65	55			120	86	34	40%
Total False Alarms Attended	693	60	69	74	87	51	66							203	204			407	386	21	5%
Malicious False Alarms	27	2	1	3	2	0	1							6	3			9	12	-3	-25%
Good Intent False Alarm	315	36	39	38	50	25	34							113	109			222	197	25	13%
Automatic False Alarms	351	22	29	33	35	26	31							84	92			176	177	-1	-1%
Total Fires Attended	512	106	27	42	44	30	19							175	93			268	318	-50	-16%
Deliberate Fire	359	80	16	30	38	22	15							126	75			201	232	-31	-13%
Deliberate grass fires attended	106	38	2	12	12	5	3							52	20			72	84	-12	-14%
Deliberate refuse fires attended	193	33	7	14	17	8	6							54	31			85	124	-39	-31%
Accidental Fire	153	26	11	12	6	8	4							49	18			67	86	-19	-22%
Accidental Dwelling Fires Attended	49	6	4	1	3	3	2							11	8			19	23	-4	-17%
Total Deaths and Injuries In Fires	8	1	1	0	0	0	0							2	0			2	4	-2	-50%
Total Accidental Deaths and Injuries In Fires	6	1	1	0	0	0	0							2	0			2	4	-2	-50%

An analysis of the statistics relating to accidental dwelling fires suggest that there has a decrease from 23 last year to 19 (-17%) this year in Q1/2. There were 11 incidents in Q1 and 8 in Q2. 7 of the 19 incidents were caused by cooking compared to 8 last year. 9 of the 19 fires were due to human factors with distraction (3), falling asleep (1), medical conditions (1) and 4 others were not known reasons. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there was 1 fatality in Q1 in an accidental dwelling fire, a male aged 90 caused by an electric heater, and there was also a slight injury. Attendance at Other special service calls has increased from 86 to 120 (+40%) with assistance to other agencies increasing from 10 to 21 (+110%) compared to Q1/2 last year, with 9 of these being bariatric incidents. There were also increases to effecting entry from 5 to 10 (+100%) and removal of objects from people, 5 to 12 (+140%). The number of road traffic collisions attended has increased from 47 to 48 with crews attending 8 extrications compared to 5 last year in Q1/2. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires however have decreased by 14% from 84 to 72 and deliberate refuse fires have decreased by 31% from 124 to 85. Automatic false alarms have decreased by 1% from 177 to 176. There was a decrease in attendance at residential homes (14 to 12) and Industrial manufacturing premises (19 to 12). Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have decreased from 12 to 9. There was a 13% increase in Good intent false alarms with calls to residential homes (1 to 17) accounting for the majority of this increase.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	1,757	267	145	177	159	178	167							589	504			1,093	960	133	14%
Special Service Call	263	25	33	27	32	32	33							85	97			182	112	70	63%
Total RTCs Attended	65	7	9	6	12	7	6							22	25			47	28	19	68%
Total Other SSCs Attended	198	18	24	21	20	25	27							63	72			135	84	51	61%
Total False Alarms Attended	748	86	55	75	67	83	71							216	221			437	421	16	4%
Malicious False Alarms	13	0	0	4	0	3	3							4	6			10	5	5	100%
Good Intent False Alarm	408	66	30	41	31	39	40							137	110			247	257	-10	-4%
Automatic False Alarms	327	20	25	30	36	41	28							75	105			180	159	21	13%
Total Fires Attended	746	156	57	75	60	63	63							288	186			474	427	47	11%
Deliberate Fire	557	135	43	52	51	54	47							230	152			382	327	55	17%
Deliberate grass fires attended	158	70	4	21	10	10	5							95	25			120	125	-5	-4%
Deliberate refuse fires attended	326	52	26	22	26	27	31							100	84			184	164	20	12%
Accidental Fire	189	21	14	23	9	9	16							58	34			92	100	-8	-8%
Accidental Dwelling Fires Attended	69	2	4	9	7	3	4							15	14			29	26	3	12%
Total Deaths and Injuries In Fires	4	1	0	1	0	0	0							2	0			2	2	0	0%
Total Accidental Deaths and Injuries In Fires	3	1	0	1	0	0	0							2	0			2	1	1	100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been an increase of 12% in incidents compared to last year in Q1/2. The number of incidents has risen from 26 to 29. There were 15 incidents in Q1 and 14 in Q2. 13 of the 29 incidents were caused by cooking compared to 10 last year. 13 of the 29 fires were due to human factors with distraction (5), unknown circumstances (4), other medical condition (3) and falling asleep (1) the reasons. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were 2 slight injuries in Q1/2, 1 in an accidental dwelling fire and the other in a road vehicle fire. Attendance at Other special service calls has increased by 61% with assistance to other agencies increasing from 18 to 37 (+106%) compared to Q1/2 last year. There were also increases to animal assistance incidents from 4 to 10 (+150%) and effecting entry incidents, 5 to 13 (+160%). The number of road traffic collisions attended has increased from 28 to 47 with crews attending 7 extrications/release of persons compared to 4 last year in Q1/2. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires however have decreased by 4% from 125 to 120. Deliberate refuse fires have increased by 12% from 164 to 184. Automatic false alarms have increased by 13% from 159 to 180. There was an increase in attendance at industrial manufacturing (24 to 28) and hospitals (8 to 13). Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have increased from 5 to 10. There was a 4% decrease in Good intent false alarms with calls to loose refuse being the reason for the majority of these calls (59 of 247).



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	3,658	381	299	359	350	347	364							1,039	1,061			2,100	1,837	263	14%
Special Service Call	635	61	80	75	76	78	62							216	216			432	312	120	38%
Total RTCs Attended	115	16	12	12	10	12	8							40	30			70	62	8	13%
Total Other SSCs Attended	520	45	68	63	66	66	54							176	186			362	250	112	45%
Total False Alarms Attended	2,023	162	157	172	190	195	204							491	589			1,080	952	128	13%
Malicious False Alarms	68	9	4	8	7	9	5							21	21			42	34	8	24%
Good Intent False Alarm	668	75	65	63	59	78	76							203	213			416	355	61	17%
Automatic False Alarms	1,287	78	88	101	124	108	123							267	355			622	563	59	10%
Total Fires Attended	1,000	158	62	112	84	74	98							332	256			588	573	15	3%
Deliberate Fire	646	121	42	71	57	46	73							234	176			410	365	45	12%
Deliberate grass fires attended	111	51	5	18	13	6	11							74	30			104	85	19	22%
Deliberate refuse fires attended	406	63	25	34	28	23	42							122	93			215	223	-8	-4%
Accidental Fire	354	37	20	41	27	28	25							98	80			178	208	-30	-14%
Accidental Dwelling Fires Attended	156	18	12	12	7	8	9							42	24			66	81	-15	-19%
Total Deaths and Injuries In Fires	8	1	1	0	1	0	1							2	2			4	5	-1	-20%
Total Accidental Deaths and Injuries In Fires	8	1	1	0	1	0	1							2	2			4	5	-1	-20%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease in incidents compared to last year in Q1/2. The number of incidents has fallen from 81 to 66. There were 42 incidents in Q1 and 24 in Q2. 25 of the 66 (38%) incidents were caused by cooking compared to 30 of 81 (37%) last year. 36 of the 66 fires were due to human factors with distraction (12) and unknown circumstances (11) some of the main reasons. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There was 1 serious injury caused by smoking materials and 3 slight injuries in Q1/2. Attendance at Other special service calls has increased by 45% with assistance to other agencies increasing from 34 to 62 (+82%) compared to last year. There were also increases to animal assistance incidents from 17 to 29 (+71%) and effecting entry/exit, 36 to 52 (+44%). The number of road traffic collisions attended has increased from 62 to 70 (+13%) with crews attending 7 extrications/release of persons compared to 8 last year in Q1/2. The majority of the calls were making the scene/vehicle safe (27). Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires have increased by 22% from 85 to 104. Deliberate refuse fires, however have decreased by 4% from 223 to 215. Automatic false alarms have increased by 10% from 563 to 622. There was an increase in attendance at offices (27 to 68) and entertainment premises (9 to 20). Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have increased from 34 to 42. There was a 17% increase in Good intent false alarms with calls to domestic premises and loose refuse calls accounting for the majority of these calls.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	729	135	63	61	71	61	65							259	197			456	434	22	5%
Special Service Call	129	11	15	8	10	15	13							34	38			72	64	8	13%
Total RTCs Attended	33	4	5	2	4	5	5							11	14			25	20	5	25%
Total Other SSCs Attended	96	7	10	6	6	10	8							23	24			47	44	3	7%
Total False Alarms Attended	312	25	16	28	39	31	35							69	105			174	168	6	4%
Malicious False Alarms	4	3	0	1	2	0	0							4	2			6	3	3	100%
Good Intent False Alarm	126	18	7	15	21	13	9							40	43			83	82	1	1%
Automatic False Alarms	182	4	9	12	16	18	26							25	60			85	83	2	2%
Total Fires Attended	288	99	32	25	22	15	17							156	54			210	202	8	4%
Deliberate Fire	218	87	27	19	16	13	11							133	40			173	156	17	11%
Deliberate grass fires attended	74	68	6	10	4	2	3							84	9			93	65	28	43%
Deliberate refuse fires attended	106	16	17	6	9	5	7							39	21			60	72	-12	-17%
Accidental Fire	70	12	5	6	6	2	6							23	14			37	46	-9	-20%
Accidental Dwelling Fires Attended	21	5	3	3	4	1	2							11	7			18	13	5	38%
Total Deaths and Injuries In Fires	1	0	1	0	1	0	1							1	2			3	0	3	100%
Total Accidental Deaths and Injuries In Fires	1	0	1	0	1	0	1							1	2			3	0	3	100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been an increase in incidents compared to last year in Q1/2. The number of incidents has risen from 13 to 18. There were 11 incidents in Q1 and 7 in Q2. 9 of the 18 (50%) incidents were caused by cooking which was 3 more than last year. 9 of the 18 fires were due to human factors with distraction (3) and unknown circumstances (3) the main reasons. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were 3 slight injuries in Q1/2 which was 3 more than last year. Attendance at Other special service calls has increased by 7% with calls where we have offered advice being the main incident type (9). The number of road traffic collisions attended has increased from 20 to 25 (+25%) with crews attending 4 extrications/release of persons which was the same as last year. The majority of the calls were making the scene/vehicle safe (15). Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate refuse fires, however, have decreased by 17% from 72 to 60. Deliberate grass fires have increased by 43% from 65 to 93. Automatic false alarms have increased by 2% from 83 to 85. There were 18 calls to hospitals and medical care and 13 calls to educational properties. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have increased from 3 to 6. There was a 1% increase in Good intent false alarms with calls to loose refuse and domestic properties accounting for the majority of these calls.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	903	90	56	81	82	71	96							227	249			476	481	-5	-1%
Special Service Call	198	22	22	21	24	18	23							65	65			130	78	52	67%
Total RTCs Attended	49	8	6	8	6	6	3							22	15			37	25	12	48%
Total Other SSCs Attended	149	14	16	13	18	12	20							43	50			93	53	40	75%
Total False Alarms Attended	519	34	25	45	43	32	54							104	129			233	294	-61	-21%
Malicious False Alarms	8	1	0	0	0	0	0							1	0			1	6	-5	-83%
Good Intent False Alarm	144	16	6	13	13	10	17							35	40			75	93	-18	-19%
Automatic False Alarms	367	17	19	32	30	22	37							68	89			157	195	-38	-19%
Total Fires Attended	186	32	9	15	15	20	19							56	54			110	109	1	1%
Deliberate Fire	75	13	5	4	3	11	6							22	20			42	55	-13	-24%
Deliberate grass fires attended	22	9	1	2	1	4	1							12	6			18	21	-3	-14%
Deliberate refuse fires attended	35	3	1	1	1	1	1							5	3			8	23	-15	-65%
Accidental Fire	111	19	4	11	12	9	13							34	34			68	54	14	26%
Accidental Dwelling Fires Attended	22	2	1	0	2	1	2							3	5			8	11	-3	-27%
Total Deaths and Injuries In Fires	5	0	0	0	0	0	0							0	0			0	3	-3	-100%
Total Accidental Deaths and Injuries In Fires	5	0	0	0	0	0	0							0	0			0	3	-3	-100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease in incidents compared to last year in Q1/2. The number of incidents has fallen from 11 to 8. There were 3 incidents in Q1 and 5 in Q2. There were 8 different causes of the accidental dwelling fires in Monmouthshire UA. 4 of the fires were as a result of human factors with one person being distracted and the other 3 were unknown factors. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were no fatalities or injuries compared to 3 last year. Attendance at Other special service calls has increased by 75% with assistance to other agencies increasing from 10 to 23 (+130%) compared to last year. There were also 4 calls to bariatrics compared to 3 last year. The number of road traffic collisions attended has increased from 25 to 37 (+48%) with crews attending 12 extrications/release of persons compared to 6 last year. The majority of the calls were making the scene/vehicle safe (22). During the coming months crews will look to run 'Options' campaigns aimed at reducing road traffic collisions in the UA. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate grass fires, however, have decreased by 14% from 21 to 18. Deliberate refuse fires have also decreased by 65% from 23 to 8. Automatic false alarms have decreased by 19% from 195 to 157. There was a decrease in calls to hospitals from 34 to 24 and entertainment venues from 9 to 3. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have decreased from 6 to 1. There was also a 19% decrease in Good intent false alarms with calls to dwellings accounting for the majority of these calls.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	2,113	232	148	193	199	151	164							573	514			1,087	1,094	-7	-1%
Special Service Call	342	26	36	29	46	26	28							91	100			191	149	42	28%
Total RTCs Attended	63	4	4	3	11	7	4							11	22			33	24	9	38%
Total Other SSCs Attended	279	22	32	26	35	19	24							80	78			158	125	33	26%
Total False Alarms Attended	1,095	110	79	84	100	78	77							273	255			528	576	-48	-8%
Malicious False Alarms	34	3	4	3	6	4	4							10	14			24	14	10	71%
Good Intent False Alarm	444	52	33	38	39	40	26							123	105			228	262	-34	-13%
Automatic False Alarms	617	55	42	43	55	34	47							140	136			276	300	-24	-8%
Total Fires Attended	676	96	33	80	53	47	59							209	159			368	369	-1	0%
Deliberate Fire	535	82	26	58	37	35	40							166	112			278	291	-13	-4%
Deliberate grass fires attended	53	18	1	9	9	5	14							28	28			56	43	13	30%
Deliberate refuse fires attended	369	52	17	40	13	21	18							109	52			161	188	-27	-14%
Accidental Fire	141	14	7	22	16	12	19							43	47			90	78	12	15%
Accidental Dwelling Fires Attended	62	3	4	7	4	7	5							14	16			30	29	1	3%
Total Deaths and Injuries In Fires	3	1	0	2	1	0	0							3	1			4	0	4	100%
Total Accidental Deaths and Injuries In Fires	3	1	0	1	1	0	0							2	1			3	0	3	100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a slight increase in incidents compared to last year in Q1/2. The number of incidents has risen from 29 to 30. There were 14 incidents in Q1 and 16 in Q2. 6 of the incidents were caused by cooking compared to 13 last year. 19 of the 30 fires were due to human factors with distraction (6) and falling asleep (5) the main reasons. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there was 1 fatality, a male aged 71 caused by a fault in a fringe freezer. There was also 2 serious and 1 slight injuries. There were zero in Q1/2 last year. Attendance at Other special service calls has increased by 26% with assistance to other agencies increasing from 15 to 18 (+20%) compared to last year. There were also 6 calls to bariatrics which was the same as last year. The number of road traffic collisions attended has increased from 24 to 33 with crews attending 5 extrications/release of persons compared to 4 last year. The majority of the calls were making the scene/vehicle safe (23). Moving forward there will be a drive to run 'Options' campaigns at stations aimed at reducing road traffic collisions in the UA. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires have increased by 30% from 43 to 56. Deliberate refuse fires have decreased by 14% from 188 to 161. Automatic false alarms have decreased by 8% from 300 to 276. There was a decrease in calls to hospitals from 42 to 24. Calls to educational properties (39 to 52) and retail (19 to 20) however increased. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have increased from 14 to 24 and there was a 13% decrease in Good intent false alarms with calls to loose refuse accounting for the majority of these calls.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	2,731	356	189	238	226	166	218							783	610			1,393	1,613	-220	-14%
Special Service Call	474	39	47	51	55	51	35							137	141			278	222	56	25%
Total RTCs Attended	134	13	14	17	18	15	14							44	47			91	64	27	42%
Total Other SSCs Attended	340	26	33	34	37	36	21							93	94			187	158	29	18%
Total False Alarms Attended	1,243	121	91	98	96	75	109							310	280			590	738	-148	-20%
Malicious False Alarms	26	1	2	9	2	0	1							12	3			15	15	0	0%
Good Intent False Alarm	631	86	40	44	53	44	56							170	153			323	430	-107	-25%
Automatic False Alarms	586	34	49	45	41	31	52							128	124			252	293	-41	-14%
Total Fires Attended	1,014	196	51	89	75	40	74							336	189			525	653	-128	-20%
Deliberate Fire	725	170	39	65	51	26	52							274	129			403	488	-85	-17%
Deliberate grass fires attended	282	95	13	11	14	6	6							119	26			145	241	-96	-40%
Deliberate refuse fires attended	344	67	15	34	26	14	31							116	71			187	195	-8	-4%
Accidental Fire	289	26	12	24	24	14	22							62	60			122	165	-43	-26%
Accidental Dwelling Fires Attended	118	8	6	9	13	4	8							23	25			48	56	-8	-14%
Total Deaths and Injuries In Fires	11	0	0	0	3	0	1							0	4			4	4	0	0%
Total Accidental Deaths and Injuries In Fires	8	0	0	0	2	0	1							0	3			3	1	2	200%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a 14% decrease in incidents compared to last year in Q1/2. The number of incidents has fallen from 56 to 48. There were 23 incidents in Q1 and 25 in Q2. 16 of the incidents were caused by cooking compared to 19 last year. 29 of the 48 fires were due to human factors with distraction (13) and falling asleep (4) the main reasons. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there was fatality, a female aged 28 caused by smoking materials. There were also 3 slight injuries in Q1/2 compared to 1 fatality and 3 slight injuries last year. Attendance at Other special service calls has increased by 18% with assistance to other agencies increasing from 31 to 40 (+29%) compared last year. There were also 11 calls to bariatrics which 2 less than last year. The number of road traffic collisions attended has increased from 64 to 91 with crews attending 17 extractions/release of persons which was the same as last year. The majority of the calls were making the scene/vehicle safe (60). Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires however have decreased by 40% from 241 to 145. Deliberate refuse fires have also decreased by 4% from 195 to 187. Automatic false alarms have decreased by 14% from 293 to 252. There was a decrease in calls to residential homes from 40 to 30. Calls to educational properties (38 to 26) and offices (11 to 5) also decreased. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have remained at the same as last year with 15 and there was a 25% decrease in Good intent false alarms with calls to dwellings and loose refuse accounting for the majority of these calls.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	1,076	109	82	99	107	102	79							290	288			578	605	-27	-4%
Special Service Call	160	18	17	19	22	19	12							54	53			107	87	20	23%
Total RTCs Attended	28	2	5	3	1	3	2							10	6			16	19	-3	-16%
Total Other SSCs Attended	132	16	12	16	21	16	10							44	47			91	68	23	34%
Total False Alarms Attended	604	44	41	44	68	66	50							129	184			313	329	-16	-5%
Malicious False Alarms	14	0	4	7	1	1	0							11	2			13	6	7	117%
Good Intent False Alarm	224	25	16	19	22	28	23							60	73			133	139	-6	-4%
Automatic False Alarms	366	19	21	18	45	37	27							58	109			167	184	-17	-9%
Total Fires Attended	312	47	24	36	17	17	17							107	51			158	189	-31	-16%
Deliberate Fire	210	29	14	23	11	6	7							66	24			90	137	-47	-34%
Deliberate grass fires attended	58	14	3	3	3	4	0							20	7			27	49	-22	-45%
Deliberate refuse fires attended	115	8	5	11	4	2	4							24	10			34	65	-31	-48%
Accidental Fire	102	18	10	13	6	11	10							41	27			68	52	16	31%
Accidental Dwelling Fires Attended	36	5	4	3	0	2	2							12	4			16	13	3	23%
Total Deaths and Injuries In Fires	4	0	0	0	0	0	0							0	0			0	3	-3	-100%
Total Accidental Deaths and Injuries In Fires	4	0	0	0	0	0	0							0	0			0	3	-3	-100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been an increase in incidents compared to last year in Q1/2. The number of incidents has risen from 13 to 16. There were 12 incidents in Q1 and 4 in Q2. 8 of the incidents were caused by cooking compared to 3 last year. 5 of the 16 fires were due to human factors, including distraction and falling asleep. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were no fatalities or injuries compared to 3 last year. Attendance at Other special service calls has increased by 34% with assistance to other agencies falling slightly from 17 to 16. There were also 4 calls to bariatrics which was the 3 less than last year. Effecting entry saw the biggest rise with 17 incidents compared to 2 last year. The number of road traffic collisions attended has decreased from 19 to 16 with crews attending 5 extrications/release of persons compared to 8 last year. The majority of the calls were making the scene/vehicle safe (7). Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires however have decreased by 45% from 49 to 27. Deliberate refuse fires have also decreased by 48% from 65 to 34. Automatic false alarms have also decreased by 9% from 184 to 167. There was a decrease in calls to self-contained sheltered housing from 32 to 7. Calls to hospitals (18 to 26) and educational properties (20 to 44) however have increased. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have increased from 6 to 13. There was however a 4% decrease in Good intent false alarms with calls to dwellings and loose refuse accounting for the majority of the incidents.



Incident Categories	Apr 2020 - Mar 2021	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1-Q2	Last Year Q1-Q2	Q1-Q2 YoY	Q1-Q2 YoY %
Total Incidents	1,374	134	84	101	99	95	97							319	291			610	736	-126	-17%
Special Service Call	306	22	23	23	21	28	22							68	71			139	138	1	1%
Total RTCs Attended	57	9	5	3	7	7	7							17	21			38	20	18	90%
Total Other SSCs Attended	249	13	18	20	14	21	15							51	50			101	118	-17	-14%
Total False Alarms Attended	713	64	39	45	53	47	56							148	156			304	381	-77	-20%
Malicious False Alarms	9	2	1	2	2	0	0							5	2			7	6	1	17%
Good Intent False Alarm	254	35	20	23	15	26	30							78	71			149	161	-12	-7%
Automatic False Alarms	450	27	18	20	36	21	26							65	83			148	214	-66	-31%
Total Fires Attended	355	48	22	33	25	20	19							103	64			167	217	-50	-23%
Deliberate Fire	202	26	10	18	17	8	11							54	36			90	129	-39	-30%
Deliberate grass fires attended	35	7	2	8	6	2	2							17	10			27	27	0	0%
Deliberate refuse fires attended	131	16	6	7	6	4	5							29	15			44	81	-37	-46%
Accidental Fire	153	22	12	15	8	12	8							49	28			77	88	-11	-13%
Accidental Dwelling Fires Attended	53	6	4	6	3	4	4							16	11			27	24	3	13%
Total Deaths and Injuries In Fires	4	1	0	1	0	0	0							2	0			2	2	0	0%
Total Accidental Deaths and Injuries In Fires	3	1	0	1	0	0	0							2	0			2	1	1	100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been an increase in incidents compared to last year in Q1/2. The number of incidents has risen from 24 to 27. There were 16 incidents in Q1 and 11 in Q2. 11 of the incidents were caused by cooking compared to 5 last year. 19 of the 27 fires were due to human factors, including distraction (10) and falling asleep (4). The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There was 1 serious and 1 slight injury in Q1 with no incidents in Q2, which is the same as last year. Attendance at Other special service calls has decreased by 14%, with assistance to other agencies remaining the same as last year with 18. There were also 4 calls to bariatrics which was the same as last year. The number of road traffic collisions attended has increased from 20 to 38 with crews attending 6 extrications/release of persons compared to 1 last year. The majority of the calls were making the scene/vehicle safe (23). Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents. Deliberate grass fires however have remained the same as last year with 27 incidents. Deliberate refuse fires have decreased by 46% from 81 to 44. Automatic false alarms have also decreased by 31% from 214 to 148. There was a decrease in calls to hospitals from 60 to 30 and calls to educational properties have decreased from 20 to 17 compared to last year. Crews will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have increased from 6 to 7. There was however a 7% decrease in Good intent false alarms with calls to dwellings and loose refuse accounting for the majority of these calls.

This page is intentionally blank



THIS PAGE IS INTENTIONALLY BLANK

THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN

SOUTH WALES FIRE & RESCUE AUTHORITY

AGENDA ITEM NO 8.ii
20 DECEMBER 2021

REPORT OF THE TEMPORARY DIRECTOR OF CORPORATE SERVICES

INDEPENDENT REMUNERATION PANEL FOR WALES' DRAFT ANNUAL REPORT – FEBRUARY 2022

THIS REPORT IS FOR INFORMATION

REPORT APPROVED BY TEMPORARY DIRECTOR OF CORPORATE SERVICES

REPORT PRESENTED BY THE TEMPORARY DIRECTOR OF CORPORATE SERVICES

SUMMARY

This report brings to Members' attention the relevant sections of the Independent Remuneration Panel for Wales' Draft Annual Report that relate to payments to Members of Welsh Fire & Rescue Authorities.

RECOMMENDATIONS

That Members note the extract of the Independent Remuneration Panel's Draft Annual Report, attached at Appendix 1, which provides details of payments to Members of Welsh Fire & Rescue Authorities.

1. BACKGROUND

- 1.1 As Members will be aware, the Local Government (Wales) Measure 2011 gave powers to the Independent Remuneration Panel for Wales to determine and review the remuneration of Members of Local Authorities, National Park Authorities, Fire & Rescue Authorities and Town & Community Councils.
- 1.2 The Panel is also required to produce an Annual Report and consult on this prior to its issue. The Panel has now issued its draft report, and the relevant extracts for Members are attached at Appendix 1 to this report.

2. RELEVANT ISSUES

- 2.1 Members will note that the proposals for Councillors' remuneration for Fire & Rescue Authority duties recommend an increase for the 2022/23 municipal year of salaries as follows:

- Basic salary £2,369 per annum
- Senior Salary £6,109 per annum (inclusive of basic salary)
- Chair Of Fire Authority Salary £11,162 per annum (inclusive of basic salary)

3. IMPLICATIONS

3.1 Community and Environment

Equality, Diversity and Inclusion	No
Welsh Language	No
Wellbeing of Future Generations (Wales) Act 2015	No
Socio Economic Duty	No
Sustainability/Environment/Carbon Reduction	No
Safeguarding	No
Consultation and Communications	No
Consultation with Representative Bodies	No
Impact Assessment	No

3.2 Regulatory, Strategy and Policy

Legal	No	Data Protection / Privacy	No
Financial	No	Health, Safety and Wellbeing	No
Procurement	No	Governance & Audit	No
Corporate Risk	No	Service Policy	No
Information Management	No	National Policy	No

3.3 Resources, Assets and Delivery

Human Resource and People Development	No
Assets and Resources (Property/Fleet/ICT/Equipment)	No
Service Delivery	No
Procurement	No
Budget Revenue/Capital	No

4. RECOMMENDATION

- 4.1 That Members note the extract of the Independent Remuneration Panel's Draft Annual Report, attached at Appendix 1, which provides details of payments to Members of Welsh Fire & Rescue Authorities.

Contact Officer:	T/ACO Geraint Thomas T/Director of Corporate Services
-------------------------	--

Background Papers:	Date	Source/Contact
None		

Appendices:	
Appendix 1	Independent Remuneration Panel for Wales' Draft Annual Report

THIS PAGE IS INTENTIONALLY BLANK



Independent Remuneration Panel for Wales

Annual Report

DRAFT

February 2022

Mae'r ddogfen yma hefyd ar gael yn Gymraeg.
This document is also available in Welsh.

ANNUAL REPORT 2022/2023

FOREWORD

The Covid pandemic continues to impact on the work of the Panel in that we have been unable to meet with authorities and their representative organisations face to face. However, we have continued to meet regularly and have meaningful discussions to meet our statutory obligations via Microsoft Teams or Zoom.

It has been a difficult time for the public sector but local authorities in Wales have demonstrated their resilience and capabilities over the past 18 months. 2022 is an election year for local government and the new five year term provides the opportunity to reset the basic salaries of elected members to align with the average earnings in Wales. This has been eroded in successive years, primarily as a result of austerity measures. We consider that it is important that the payments to elected members of principal councils be fair and at a level that is not a disincentive to potential candidates for election.

We have undertaken a major consultation exercise in respect of the Remuneration Framework for community and town councils and the outcome is contained in [Section 13](#) of this draft Report. I would like to express my appreciation to all the councils and individual members and officers for their involvement in the exercise.

There have been changes to the membership of the Panel. Ruth Glazzard joined the Panel in April and Helen Wilkinson replaced Claire Sharp in July. My personal thanks to Claire for her contribution to the work of the Panel.

The consultation period for this draft Report ends on **26 November 2021**. The Panel would appreciate comments which will be considered prior to the production of the final Report.

John Bader
Chair

Panel Membership
John Bader, Chair
Saz Willey, Vice Chair
Joe Stockley
Ruth Glazzard
Helen Wilkinson

Detailed information about the members can be found on the website: [Panel website](#)

Contents

Implementation of the Panel’s Determinations	3
Executive Summary	4
1. The Panel’s Framework: Principles of Members’ Remuneration	8
2. Annual Report Summary Page	10
3. Payments to Elected Members of Principal Councils: Basic, Senior and Civic Salaries	11
4. Joint Overview and Scrutiny Committees (JOSC)	24
5. Pension Provision for Elected Members of Principal Councils	25
6. Entitlement to Family Absence	26
7. Payments to Members of National Park Authorities	27
8. Payments to Members of Welsh Fire and Rescue Authorities	30
9. Payments to Co-opted Members of Principal Councils, National Park Authorities and Fire and Rescue Authorities	33
10. Contribution towards Costs of Care and Personal Assistance	35
11. Sickness Absence for Senior Salary Holders	39
12. Reimbursement of Travel and Subsistence Costs when on Official Business	41
13. Payments to Members of Community and Town Councils	43
14. Compliance with Panel Requirements	52
15. Salaries of Heads of Paid Service of Principal Councils and Fire and Rescue Authorities and Chief Officers of Principal Councils	53
Annex 1: The Panel’s Determinations for 2022/23	55
Annex 2: Independent Remuneration Panel for Wales (IRPW) Regulations	61
Annex 3: Schedule of Member Remuneration	76
Annex 4: Publication of Remuneration – the Panel’s Requirements	78
Annex 5: Summary of new and updated determinations contained in this report	80

Timescale for Implementation of the Panel's Determinations

The Local Government (Wales) Measure 2011 requires the Panel's Annual Report to take effect from 1 April. In most years, this is in line with financial and administrative arrangements of all authorities. However, when new councils are elected some of the Panel's determinations are to be effective for the new municipal term.

On 9 May 2022, new municipal arrangements will come into effect following local government elections. This Annual Report therefore has two different effective dates as set out below:

1. For the period 1 April 2022 to 8 May 2022, all of the Determinations contained in the Independent Remuneration Panel for Wales' [Annual Report 2021/2022](#) will continue to apply in respect of principal councils and community and town councils.
2. For national park authorities and Welsh fire and rescue authorities the determinations in Sections [7](#) and [8](#) of this Report will apply from the new financial year, 1 April 2022.
3. With effect from 9 May 2022, (the new municipal year) the determinations set out in this Report in Sections [3](#) and [13](#) will apply to principal councils and community and town councils.

Executive Summary

This is the fourteenth Annual Report of the Independent Remuneration Panel for Wales (the Panel), published under the requirements of the Local Government (Wales) Measure 2011 (as amended).

1. As Wales emerges from the Covid pandemic, local democracy and public services will have a vital role to play in strengthening the resilience of our local communities and economies. 2022 is a milestone year because of this overarching context.
2. As a Panel our firm belief is that this is a reset moment for Welsh democracy and for valuing our public services; an important opportunity to future proof our democracy and public services. We have therefore taken time to engage with stakeholders, pause and reflect on the impact of the decisions we take and the messages we are communicating in making this year's determinations.
3. From inception, the Panel has consistently and vigorously expressed that local democracy and the governance of public services are not cost free and need to be valued if we are to enable everyone to participate. Levels of remuneration need to be set at a level sufficient to encourage a diversity of willing and able people to undertake local governance through elected, appointed or co-opted roles. It is important to promote a culture which encourages take up of remuneration to ensure that people from all walks of life can participate confidently in our democracy. However, the Local Government (Wales) Measure 2011 requires the Panel to have regard to the financial implication of its decisions. We have discussed the issue of affordability with representatives of the WLGA and the general consensus is that in the context of a council's income and expenditure the Panel's determinations do not have a significant impact. We consider that the proposals set out in this draft Report meet the legislative requirement.
4. Since 2009, remuneration of elected members of local government in Wales has not kept pace with measures of inflation or other possible comparators. These include Retail Prices Index, Consumer Prices Index, NJC (public sector employees), National Living Wage (NLW), [the Living Wage Foundation's Living Wage \(LWF\) rates](#), Members of Senedd Cymru, and MPs and also the Annual Survey of Hourly Earnings (ASHE). This is the result of austerity and pressure on public finances. This has the potential to perpetuate socio-economic disadvantage, adding to perceptions of a democratic deficit.

Yearly percentage increases to basic salary, benchmarks and alternative measures 2013 to 2021

Annual Report Year	2013	2014	2015	2016	2017	2018	2019	2020	2021
IRPW Basic	0.00	0.00	0.95	0.00	0.00	0.75	3.49	2.52	1.06
ASHE*	4.00	0.60	1.00	2.70	1.00	2.10	5.10	0.60	Oct-21
NLW	1.90	3.00	3.10	7.50	4.20	4.40	4.90	6.20	2.18
LWF	3.47	2.68	2.61	5.10	2.42	3.55	2.86	3.33	2.15

5. During this period, decision-making and local governance has increased in complexity with increased responsibilities flowing from legal, social, economic, cultural and technological changes. People's lifestyles (and expectations) have also changed in the last decade with increased requirements and expectations for a flexible approach to support people with family and care pressures to participate and contribute at work and in public life, through job sharing, flexibility and family leave. The diversity in democracy agenda has gained traction, underpinned by the Equality Act with an increased expectation that people with protected characteristics should be encouraged and empowered to participate. Future proofing our democracy and governance also means that young people, those in work and those who are socially and economically disadvantaged are positively encouraged and empowered to participate as it is clear that our public services should be accountable to and delivered by people who reflect the communities they serve. There is evidence that greater diversity will ensure decision-making takes account of a wide variety of perspectives.
6. The Covid pandemic has put unprecedented pressure on our politicians and public servants. It has also highlighted the importance of our local and community infrastructure in developing rapid and innovative solutions. As Wales emerges from the pandemic, there is increased awareness that our nation needs to draw on a diverse talent pool to meet the scale of the ongoing challenges facing the nation. Local governance needs to engage lived experience and knowledge of local people.
7. As noted in this report, payments for councillors in the 22 principal councils in Wales have not kept pace with comparators such as ASHE. Financial constraints on the public sector and particularly on local authorities over many years meant that the link with average Welsh earnings could not be maintained. The Panel considers that this has undervalued the worth of elected members and that it is now time to restore this link as the most appropriate comparator. Members in these 22 principal councils will receive, proportionately, the same as the overall average amount that a Welsh constituent received in 2020. We believe this puts a fair value on the contribution made by local politicians. We hope that over time this will encourage greater diversity and enable potential candidates to consider putting themselves forward for election.
8. Local elections in Wales will take place on 5 May 2022 for a new municipal term and potentially many new local politicians. The 9 May 2022 is therefore the best date in our view to enact this 'significant reset' and invest in local democracy in

Wales. Our proposed increase in remuneration levels will therefore come into effect on this date. Further details can be found in [Section 3](#).

9. As a Panel, we are concerned that payment information provided by relevant authorities shows that very few members are utilising the provision in the framework for financial support in respect of care. We believe it is vital that Democratic Services Committees continue to encourage and facilitate greater use of this element of the Remuneration Framework so that members are not financially disadvantaged.
10. We also believe that encouraging take up of this financial support for members with caring responsibilities will send a positive signal that members with these responsibilities are welcome and valued. We hope that it will encourage others with caring responsibilities to consider standing for election.
11. Payments for members of national park authorities and Welsh fire and rescue authorities will increase as a result of the uplift proposed for elected members of principal councils. As indicated above these increases will be effective from 1 April 2022, the new financial year. The Panel considered the alternative for implementation following the annual meeting of each authority, but this could mean a significant delay in individuals receiving the new payments. This would not be equitable.
12. Early in 2021 the Panel commenced a major review of the Remuneration Framework in respect of community and town councils and undertook a comprehensive consultation exercise with the sector. We appreciated the level of engagement from individual councils and their representative organisations. The Covid pandemic limited the Panel's opportunities for face to face engagement in 2020/2021. However, the Panel's digital engagement was considerable. The Panel recognises a wide variation in geography, scope and scale across the 735 community and town councils in Wales, from small community councils with relatively minimal expenditure and few meetings to large town councils with significant assets and responsibilities. Our recommendations for reform and the proposed new framework are set out in [Section 13](#).
13. In reaching our conclusions we have also taken account of:
 - the overarching framework of the [Wellbeing of Future Generations Act](#);
 - the ethos and principle of the [socio-economic duty](#), implemented in Wales in 2020;
 - Welsh Government's ongoing commitment to [equality](#) and [diversity in democracy](#);

2022-2023 Determinations

14. The table below summarises the new and updated determinations in this year's Annual Report informed by our belief and rationale for investing in local democracy and public services and by the principles outlined above.

[Annex 1](#) outlines all of the Panel's determinations for 2022/23.

Summary of new and updated determinations contained in this report
Principal Councils
Determination 1: The basic salary in 2022/23 for elected members of principal councils shall be £16,800.
Determination 2: Senior salary levels in 2022/23 for members of principal councils shall be as set out in Table 4.
Determination 3: Where paid, a civic head must be paid a Band 3 salary of £25,593 in accordance with Table 4.
Determination 4: Where paid, a deputy civic head must be paid a Band 5 salary of £20,540 in accordance with Table 4.
Determination 5: Where appointed and if remunerated, a presiding member must be paid £25,593 in accordance with Table 4.
Assistants to the Executive
Determination 13: The Panel will decide on a case-by-case basis the appropriate senior salary, if any, for assistants to the executive.
National Park Authorities
Determination 23: The basic salary for NPA ordinary members shall be £4,738 with effect from 1 April 2022.
Determination 24: The senior salary of the chair of a NPA shall be £13,531 with effect from 1 April 2022.
Determination 25: A NPA senior salary of £8,478 must be paid to a deputy chair where appointed.
Determination 26: Committee chairs or other senior posts can be paid. This shall be paid at £8,478.
Fire and Rescue Authorities
Determination 30: The basic salary for FRA ordinary members shall be £2,369 with effect from 1 April 2022.
Determination 31: The senior salary of the chair of a FRA shall be £11,162 with effect from 1 April 2022.
Determination 32: A FRA senior salary of £6,109 must be paid to the deputy chair where appointed.
Determination 33: Chairs of committees or other senior posts can be paid. This shall be paid at £6,109.
Community and Town Councils
Determination 48: Each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30. A member in receipt of financial loss will not be entitled to claim attendance allowance for the same event. Councils that intend to introduce a system of attendance allowances must set out the details of the scheme and publish on their website.

1. The Panel's Framework: Principles of Members' Remuneration

Upholding trust and confidence

- 1.1 Citizens rightly expect that all those who choose to serve in local authorities uphold the public trust by embracing the values and ethics implicit in such public service. These principles underpin the contribution that the work of the Panel and its Framework make towards upholding public trust and confidence.

Simplicity

- 1.2 The Framework is clear and understandable. This is essential for the Panel to be able to communicate its Determinations effectively to all those who are affected by, or who have an interest in its work.

Remuneration

- 1.3 The Framework provides for payment to members of authorities who carry a responsibility for serving their communities. The level of payment should not act as a barrier to taking up or continuing in post. There should be no requirement that resources necessary to enable the discharge of duties are funded from the payment. The Framework provides additional payments for those who are given greater levels of responsibility.

Diversity

- 1.4 Democracy is strengthened when the membership of authorities adequately reflects the demographic and cultural make-up of the communities such authorities serve. The Panel will always take in to account the contribution its Framework can make in encouraging the participation of those who are significantly under-represented at local authority level.

Accountability

- 1.5 Taxpayers and citizens have the right to receive value for money from public funds committed to the remuneration of those who are elected, appointed or co-opted to serve in the public interest. The Panel expects all authorities to make information readily and appropriately available about the activities and remuneration of their members.

Fairness

- 1.6 The Framework will be capable of being applied consistently to members of all authorities within the Panel's remit as a means of ensuring that levels of remuneration are fair, affordable and generally acceptable.

Quality

- 1.7 The Panel recognises that the complex mix of governance, scrutiny and regulatory duties incumbent upon members requires them to engage with a process of continuous quality improvement. The Panel expects members to undertake such training and personal development opportunities as required to properly discharge the duties for which they are remunerated.

Transparency

- 1.8 Transparency of members' remuneration is in the public interest. Some members receive additional levels of remuneration by virtue of being elected or appointed to more than one public body. The Framework serves to ensure that knowledge of all members' remuneration is made easily available to the public.

Remuneration of Heads of Paid Service

- 1.9 The Panel applies these principles of fairness, accountability and transparency in all its determinations in relation to remuneration of members of all the authorities that fall within its remit. The same principles also apply when the Panel is required to make recommendations in relation to the remuneration of the heads of paid service of these authorities.

2. Annual Report Summary Page

Type of Payment	Type of Authority			
	Principal Councils	National Park Authorities	Fire and Rescue Authorities	Community and Town Councils
Basic Salary	page 13	page 28	page 32	N/A ²
Senior Roles	page 16	page 28	page 32	page 45
Committee Chairs	page 14	page 28	page 32	N/A
Opposition Groups	page 16	N/A	N/A	N/A
Civic Heads and Deputies	page 17	N/A	N/A	page 47
Presiding Members	page 18	N/A	N/A	N/A
Mileage	page 41	page 41	page 41	page 46
Other Travel Costs	page 41	page 41	page 41	page 46
Subsistence Costs	page 42	page 42	page 42	page 46
Contribution towards Costs of Care and Personal Assistance	page 35	page 35	page 35	page 35
Family Absence	page 26	N/A	N/A	N/A
Sickness Absence	page 39	page 39	page 39	N/A
Joint Overview and Scrutiny Committees	page 24	N/A	N/A	N/A
Pension	page 25	N/A	N/A	N/A
Co-optees	page 33	page 33	page 33	N/A
Specific or Additional Allowances	page 20	N/A	N/A	N/A
Payments to Community and Town Councillors	N/A	N/A	N/A	page 43
Compensation for Financial Loss	N/A	N/A	N/A	page 46
Statement of Payments	page 78	page 78	page 78	page 78
Schedule of Remuneration	Page 76	Page 76	Page 76	N/A
Salaries of Head of Paid Services	Page 53	N/A	Page 53	N/A

² Not Applicable

8. Payments to Members of Welsh Fire and Rescue Authorities (FRAs)

Structure of Fire and Rescue Authorities

- 8.1 The three fire and rescue services (FRAs) in Wales: Mid and West Wales, North Wales and South Wales were formed as part of Local Government re-organisation in 1996.
- 8.2 FRAs comprise elected members who are nominated by the Principal Councils within each fire and rescue service area.
- 8.3 The structure of the each of the three FRAs is set out in Table 6.

Table 6: Membership of Fire and Rescue Authorities

Name of Fire and Rescue Authority	Number of Local Authority Members
Mid and West Wales	25: Carmarthenshire County Council – 5 Ceredigion County Council – 2 Neath Port Talbot County Borough Council – 4 Pembrokeshire County Council – 3 Powys County Council – 4 Swansea City and County Council – 7
North Wales	28: Conwy County Borough Council – 5 Denbighshire County Council – 4 Flintshire County Council – 6 Gwynedd Council – 5 Isle of Anglesey County Council – 3 Wrexham County Borough Council – 5
South Wales	24: Bridgend County Borough Council – 2 Blaenau Gwent County Borough Council – 1 Caerphilly County Borough Council – 3 Cardiff City Council – 5 Merthyr Tydfil County Borough Council – 1 Monmouthshire County Council – 2 Newport City Council - 2 Rhondda Cynon Taf County Borough Council - 4 Torfaen County Borough Council – 2 Vale of Glamorgan Council -2

- 8.4 In addition, Standards Committees of FRAs have independent co-opted members whose remuneration is included in the Framework as set out in [Section 9](#).

8.5 In considering remuneration of members of FRAs, the Panel has based its determinations on the following key points:

- The Chair has a leadership and influencing role in the authority, and a high level of accountability especially when controversial issues relating to the emergency service arise. In addition to fire authority meetings, all FRAs have committees that include in different combinations: audit, performance management, scrutiny, human resources, resource management as well as task and finish groups and disciplinary Panels. As well as attending formal meetings of the authority and committees, members are encouraged to take on a community engagement role, including visiting fire stations.
- There is a strong training ethos in FRAs. Members are expected to participate in training and development. Induction programmes are available as well as specialist training for appeals and disciplinary hearings.
- Training sessions often follow on from authority meetings to make the training accessible.

Basic and Senior Salaries

8.6 The time commitment on which remuneration is based is 22 days. The salary for members of FRAs will increase to £2,369.

8.7 The Panel determined that the remuneration of a FRA chair should be aligned to that part of a Band 3 senior salary received by a committee chair of a principal council. This salary will increase to £11,162.

8.8 The Panel determined that the remuneration of a FRA deputy chair will be aligned with the Band 5 senior salary for principal councils. This will increase to £6,109 and must be paid if the authority appoints a deputy chair.

8.9 FRAs determine the number of senior posts it requires as appropriate to its governance arrangements. Committee chairs and any other senior post if remunerated will be aligned with Band 5. This will increase to £6,109.

Local Pension Boards

8.10 The Panel has considered requests from FRAs to allow them to pay salaries to chairs of local pension boards established under the Firefighters' Pension Scheme (Wales) Regulations 2015. Those Regulations already give FRAs the power to decide how local pension boards are to work and to pay the chair and members if they wish. Therefore, it is not appropriate for the Panel to make a determination empowering FRAs to pay salaries to local pension board chairs. The senior salaries in Determination 31 or 32 cannot be used exclusively for this role.

8.11 The Panel has made the following determinations:

Determination 30: The basic salary for FRA ordinary members shall be £2,369 with effect from 1 April 2022.

Determination 31: The senior salary of the chair of an FRA shall be £11,162 with effect from 1 April 2022.

Determination 32: A FRA senior salary of £6,109 must be paid to the deputy chair where appointed.

Determination 33: Chairs of committees or other senior posts can be paid. This shall be paid at £6,109.

Determination 34: Members must not receive more than one FRA senior salary.

Determination 35: A FRA senior salary is paid inclusive of the FRA basic salary and must reflect significant and sustained responsibility.

Determination 36: Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any FRA to which they have been nominated. Where this situation applies, it is the responsibility of the individual member to comply

9. Payments to Co-opted Members of Principal Councils, National Park Authorities and Fire & Rescue Authorities⁶

- 9.1 The Panel has determined that a daily or half daily fee is appropriate remuneration for the important role undertaken by co-opted members of authorities with voting rights.
- 9.2 The number of days in any one year for which co-opted members may be paid varies and reflects the specific work discharged by the relevant committee. This context for payment therefore differs from that for elected members of principal councils which provides a monthly payment. Many elected members of principal councils report that they rely on this as part of a core income without which they would be unable to continue in the role.
- 9.3 In dialogue with the Panel, co-opted members acknowledge the importance of fees they receive but do not identify these payments as an income for living upon which they depend. Panel determinations in relation to co-opted member fees occur in this context and any uplifts are therefore not comparable with the changes to salaries of elected members.
- 9.4 Recognising the important role that co-opted members discharge, payment must be made for travel and preparation time; committee and other types of meetings as well as other activities, including training, as set out in Determinations 38 to 41.
- 9.5 The determinations are set out below. Principal councils, NPAs and FRAs must tell co-opted members the name of the appropriate officer who will provide them with the information required for their claims; and make the appropriate officer aware of the range of payments that should be made.

Determination 37: Principal Councils, NPAs and FRAs must pay the following fees to co-opted members who have voting rights (Table 7).

Table 7: Fees for co-opted members (with voting rights)

Chairs of standards, and audit committees	£268 (4 hours and over) £134 (up to 4 hours)
Ordinary Members of Standards Committees who also chair Standards Committees for Community and Town Councils	£238 daily fee (4 hours and over) £119 (up to 4 hours)
Ordinary Members of Standards Committees; Education Scrutiny Committee; Crime and Disorder Scrutiny Committee and Audit Committee	£210 (4 hours and over) £105 (up to 4 hours)
Community and Town Councillors sitting on Principal Council Standards Committees	£210 (4 hours and over) £105 (up to 4 hours)

Determination 38: Reasonable time for pre-meeting preparation is to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting.

Determination 39: Travelling time to and from the place of the meeting is to be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).

Determination 40: The appropriate officer within the authority must determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.

Determination 41: Fees must be paid for meetings and other activities including other committees and working groups (including task and finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.

Support for co-opted members

Determination 42: Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member.

⁶This section does not apply to co-opted members to community and town councils.

10. Contribution towards Costs of Care and Personal Assistance (CPA)

- 10.1 This section applies to all members of principal councils, NPAs, FRAs and to co-opted members of these authorities. The same provision applies to community and town councils.
- 10.2 The purpose of this section is to enable people who have personal support needs and or caring responsibilities to carry out their duties effectively as a member of an authority. The Panel believes that additional costs of care required to carry out approved duties should not deter any individual from becoming and remaining a member of an authority or limit their ability to carry out the role. The Panel has adopted specific principles related to support for the costs of care which were the subject of a [Supplementary Report](#) published in February 2020. These principles are set out in Table 8.
- 10.3 The Panel reviewed the arrangements for this financial support and has made the following changes:
- a) As payments are taxable under the current HMRC rules, full reimbursement is not possible so for clarity this is retitled to “contribution towards the costs of care and personal assistance”. It will still require receipts to accompany claims.
 - b) Claims can be made in respect of a dependant under 16 years of age, or a minor or adult who normally lives with the member as part of their family and who cannot be left unsupervised.
 - c) Reimbursement may be claimed for member’s own care or support needs where the support and/or cost of any additional needs are not available or are not met directly by the authority such as Access to Work, Personal Independence Payments, insurance. These could arise when the needs are recent and or temporary.
- 10.4 Members, including co-opted members are entitled to claim towards the costs of care and personal assistance, for activities that the individual council has designated official business or an approved duty which might include appropriate and reasonable preparation and travelling time. It is a matter for individual authorities to determine specific arrangements to implement this. Each authority must ensure that any payments made are appropriately linked to official business or approved duty.
- 10.5 The Panel reviewed the maximum monthly payment in recognition that this has not changed for several years. Information indicates that monthly costs and claims vary considerably. These can depend on the number of dependants, their ages and other factors. Therefore the monthly cap will be replaced with the following arrangements:
- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.

- Informal (unregistered) care costs to be paid up to a maximum rate equivalent to [hourly rates as defined by the Living Wage Foundation](#) at the time the costs are incurred.

For clarification, care costs cannot be paid to someone who is a part of a member's household.

- 10.6 The Panel continues to recognise the issues relating to the publication of this legitimate expense and has retained the requirements for publication set out in [Annex 4](#). To support current members and to encourage diversity the Panel urges authorities to promote and encourage greater take-up of the contribution towards costs of care and personal assistance.

Table 8

The Panel's principles relating to Care and Personal Assistance (CPA)

The Minimum Authorities should do		How this could be done
Be clear who it is for	<p>Members with primary caring responsibilities for a child or adult and/or personal support needs where these are not covered by statutory or other provision.</p> <p>Claims for personal support might also include a short term or recent condition not covered by the Equality Act 2010, access to work, Personal Payments, insurance or other provision.</p>	A confidential review of the needs of individual members annually and when circumstances change
Raise Awareness	Ensure potential candidates, candidates and current members are aware that financial support is available to them should their current or future circumstances require.	Ensure clear and easily accessible information is available on website and in election and appointment materials, at Shadowing and at induction and in the members' "handbook". Remind serving members via email and or training. Signpost to Panel's Payments to Councillors leaflets.
Promote a Positive Culture	Ensure all members understand the reason for CPA and support and encourage others to claim where needed.	Encouragement within and across all parties of relevant authorities to support members to claim.

The Minimum Authorities should do		How this could be done
		Agree not to advertise or make public individual decisions not to claim.
Set out the approved duties for which CPA can be claimed	<p>Meetings – formal (those called by the authority) and those necessary to members’ work (to deal with constituency but not party issues) and personal development (training, and appraisals.)</p> <p>Travel – in connection with meetings.</p> <p>Preparation – reading and administration are part of a member’s role. Some meetings and committees require large amounts of reading, analysis or drafting before or after a meeting.</p> <p>Senior salary holders with additional duties may have higher costs.</p>	<p>Approved duties are usually a matter of fact. Interpretation of the Panel’s Regulations are set out in the Annual Report.</p> <p>“Any other duty approved by the authority, or any duty of class so approved, undertaken for the purpose of, or in connection with, the discharge of the functions of the authority or any of its committees.”</p>
Be as enabling as possible about the types of care that can be claimed	<p>Members should not be out of pocket subject to the limit set in the Annual Report.</p> <p>Models of care and needs vary. Members may use a combination of several care options.</p> <p>Patterns of care may alter over the civic and academic year.</p> <p>Not all care is based on hourly (or part hourly) rates.</p> <p>Where a whole session must be paid for, this must be reimbursed even where the care need is only for part of a session.</p> <p>Members may need to:</p> <ul style="list-style-type: none"> • book and pay for sessions in advance • commit to a block contract: week, month or term • pay for sessions cancelled at short notice <p>Where care need straddles two sessions both should be reimbursed.</p>	

The Minimum Authorities should do		How this could be done
Have a simple and effective claim process	<p>Members should know how to claim.</p> <p>The claim process should be clear, proportionate and auditable.</p>	<p>Check members understand how to claim and that it is easy to do so.</p> <p>Flexibility to accept paperless invoices</p> <p>Online form</p> <p>Same or similar form to travel costs claim</p>
Comply with Panel's Publication rules	<p>The Panel's Framework states:</p> <p>"In respect of the publication of the reimbursement of the costs of care, the Panel has decided that relevant authorities should only publish the total amount reimbursed during the year. It is a matter for each authority to determine its response to any Freedom of Information requests it receives. However, it is not intended that details of individual claims should be disclosed."</p>	

Determination 43: All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:

- **Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.**
- **Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the [hourly rates as defined by the Living Wage Foundation](#) at the time the costs are incurred.**

This must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider.

11. Sickness Absence for Senior Salary Holders

11.1 The Family Absence Regulations (approved by the National Assembly in 2014) are very specific relating to entitlement and only available for elected members of principal councils. Absence for reasons of ill-health is not included.

11.2 Instances have been raised with the Panel of senior salary holders on long term sickness and the perceived unfairness in comparison with the arrangements for family absence. In consequence, councils are faced with the dilemma of:

- operating without the individual member but still paying them the senior salary.
- replacing the member who therefore loses the senior salary (but retains the basic salary).

11.3 The Panel's Framework provides specific arrangements for long term sickness as set out below:

- a) Long term sickness is defined as certified absences in excess of 4 weeks.
- b) The maximum length of sickness absence within these proposals is 26 weeks or until the individual's term of office ends, whichever is sooner (but if reappointed any remaining balance of the 26 weeks will be included).
- c) Within these parameters a senior salary holder on long term sickness can, if the authority decides, continue to receive remuneration for the post held.
- d) It is a decision of the authority whether to make a substitute appointment, but the substitute will be eligible to be paid the senior salary appropriate to the post.
- e) If the paid substitution results in the authority exceeding the maximum number of senior salaries payable for that authority, as set out in the Annual Report, an addition will be allowed for the duration of the substitution. (However, this would not apply to Merthyr Tydfil or the Isle of Anglesey councils if it would result in more than 50% of the membership receiving a senior salary. It would also not apply in respect of a council executive member if it would result in the cabinet exceeding 10 posts - the statutory maximum).
- f) When an authority agrees a paid substitution, the Panel must be informed within 14 days of the decision of the details including the specific post and the estimated length of the substitution. The authorities' Schedule of Remuneration must be amended accordingly.
- g) It does not apply to elected members of principal councils who are not senior post holders as they continue to receive basic salary for at least

six months irrespective of attendance and any extension beyond this timescale is a matter for the authority.

- 11.4 This arrangement applies to members of principal councils, NPAs and FRAs who are senior salary holders, including Welsh Government appointed members, but does not apply to co-opted members.

Note:

The Family Absence Regulations apply to elected members in cases of maternity, new-born, adoption and parental absences from official business. They do not apply to Welsh Government appointed members of NPAs.

12. Reimbursement of Travel and Subsistence Costs when on Official Business

- 12.1 This section applies to members of principal councils, NPAs, FRAs and to co-opted members of these authorities. (Similar provision for community and town councils is contained in Section 13 as there is a different approach to such members, principally that the provision is permissive.)
- 12.2 Members may claim reimbursement for travel and subsistence (meals and accommodation) costs where these have arisen as a result of undertaking official business or approved duties.
- 12.3 Expenses reimbursed to members of principal councils, by their principal council are exempt from Income Tax and employee NICs. Members of NPAs and FR As may be subject to other arrangements as determined by HMRC.
- 12.4 The Panel is aware that in some instances members with disabilities have been reluctant to claim legitimate travel expenses because of an adverse response following the publication of their travel costs. As an alternative, travel arrangements could be made directly by the authority in such circumstances.
- 12.5 The Panel has determined there will be no change to mileage rates which members are entitled to claim. All authorities may only reimburse travel costs for their members undertaking official business within and or outside the authority's boundaries at the current HM Revenue and Customs (HMRC) rates which are:

Reimbursement of mileage costs

45p per mile	Up to 10,000 miles in a year by car
25p per mile	Over 10,000 miles in a year by car
5p per mile	Per passenger carried on authority business
24p per mile	Motorcycles
20p per mile	Bicycles

- 12.6 Where a member who is on official business or an approved duty is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.

Reimbursement of other travel costs

- 12.7 All other claims for travel, including travel by taxi if this is the only, or most appropriate, method of transport, must only be reimbursed on production of

receipts showing the actual cost and will be subject to any requirement or further limitation that an authority may determine. Members should always be mindful of choosing the most cost-effective method of travel.

Reimbursement of subsistence costs

£28 per day	Day allowance for meals, including breakfast, where not provided in the overnight charge
£200 per night	London
£95 per night	Elsewhere
£30 per night	Staying with friends and or family

- 12.8 These rates are in line with Welsh Government rates. Recommended practice is that overnight accommodation should usually be reserved and paid for on behalf of members by the relevant authority, in which case an authority may set its own reasonable limits and the limits which apply when an individual member claims in arrears for overnight accommodation costs do not then apply.
- 12.9 All authorities must continue to reimburse subsistence expenses for their members up to the maximum rates set out above on the basis of receipted claims except for occasions when members stay with friends and or family.
- 12.10 There may be instances where an authority has determined that travel costs within its boundaries are payable and require a journey to be repeated on consecutive days. Where it is reasonable and cost effective to reimburse overnight accommodation costs, instead of repeated daily mileage costs, then it is permissible to do so.
- 12.11 It is not necessary to allocate the maximum daily rate (£28 per day) between different meals as the maximum daily rate reimbursable covers a 24-hour period and can be claimed for any meal if relevant, provided such a claim is accompanied by receipts.

Car Parking for Members

Several councils have specific arrangements for their members in respect of car parking. The Panel considers that it is a matter for individual councils to determine arrangements including payments to and from members providing that it is a decision made formally by the council.

15. Salaries of Heads of Paid Service of Principal Councils and Fire and Rescue Authorities and Chief Officers of Principal Councils

- 15.1 Section 63 of the Local Government (Democracy) (Wales) Act 2013 amended the Local Government (Wales) Measure 2011 by inserting section 143A. This enables the Panel to take a view on anything in the Pay Policy Statements of these authorities that relates to the salary of the head of paid service (normally the Head of Paid Service or chief fire officer). Section 39 of the Local Government (Wales) Act 2015 further amended the Measure extending this function to include Chief Officers of Principal Councils. However, this function ceased on 31 March 2020.
- 15.2 The Welsh Government issued amended guidance to the Panel which can be found at [Amended Guidance to the Independent Remuneration Panel for Wales under Section 143A of the Local Government \(Wales\) Measure 2011 and Section 39 of the Local Government \(Wales\) Act 2015](#). This sets the basis on which the Panel will carry out the function contained in the legislation.
- 15.3 The functions of the Panel and the requirements on authorities established by the legislation and the subsequent guidance are:
- a) If a principal council intends to change the salary of the head of paid service, or if a fire and rescue authority intends to change the salary of its head of paid service it must consult the Panel unless the change is in keeping with changes applied to other officers of that authority (whether the change is an increase or decrease). 'Salary' includes payments under a contract for services as well as payments of salary under an employment contract.
 - b) The authority must have regard to the recommendation(s) of the Panel when reaching its decision.
 - c) The Panel may seek any information that it considers necessary to reach a conclusion and produce a recommendation. The authority is obliged to provide the information sought by the Panel.
 - d) The Panel may publish any recommendation that it makes as long as these comply with any guidance issued by the Welsh Government. It is the intention that, in the interests of transparency, it will normally do so.
 - e) The Panel's recommendation(s) could indicate:
 - approval of the authority's proposal
 - express concerns about the proposal
 - recommend variations to the proposal
- 15.4 The Panel also has a general power to review the Pay Policy Statements of

authorities so far as they relate to the heads of paid service.

15.5 It is important to note the Panel will not decide the amount an individual head of paid service will receive.

15.6 The Panel is very aware that this function is significantly different from its statutory responsibilities in relation to members' remuneration. However, it undertakes this role with clarity and openness, taking into account all the relevant factors in respect of specific individual cases. Authorities are encouraged to consult the Panel at an early stage in their decision-making on such matters. This will enable the Panel to respond in a timely manner.

Pay Policy Statements

Paragraph 3.7 of the guidance to the Panel from the Welsh Government states that “The legislation does not restrict the Panel to a reactive role”. It allows the Panel to use its power to make recommendations relating to provisions within local authorities' Pay Policy Statements.

Changes to the salaries of chief executives of principal councils – Panel decisions 2021

Letters issued to the Local Authorities notifying them of the Panel decision can be found on the [Panel website](#).

Name of Local Authority	Proposal	Panel decision
Wrexham County Borough Council	Chief Executive pay proposal	Approved
Ceredigion County Council	Review of Chief Executive salary	Approved

Annex 1: The Panel's Determinations for 2022/23

Principal Councils	
1.	The Basic Salary in 2022/23 for elected members of principal councils shall be £16,800.
2.	Senior salary levels in 2022/23 for members of principal councils shall be as set out in Table 4.
3.	Where paid, a civic head must be paid a Band 3 salary of £25,593 in accordance with Table 4.
4.	Where paid, a deputy civic head must be paid a Band 5 salary of £20,540 in accordance with Table 4.
5.	Where appointed and if remunerated, a presiding member must be paid £25,593 in accordance with Table 4.
6.	The post of deputy presiding member will not be remunerated.
7.	<p>a) An elected member must not be remunerated for more than one senior post within their authority.</p> <p>b) An elected member must not be paid a senior salary and a civic salary.</p> <p>c) All senior and civic salaries are paid inclusive of basic salary.</p> <p>d) If a council chooses to have more than one remunerated deputy leader, the difference between the senior salary for the deputy leader and other executive members should be divided by the number of deputy leaders and added to the senior salary for other executive members in order to calculate the senior salary payable to each deputy leader.</p>
8.	Members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA or FRA to which they have been appointed. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the NPA or FRA.
9.	Members in receipt of a Band 1 or Band 2 salary cannot receive any payment from a community or town council of which they are a member. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the community or town council. Where this situation applies, it is the responsibility of the individual member to comply.
10.	Each authority, through its Democratic Services Committee, must ensure that all its elected members are given as much support as is necessary to enable them to fulfil their duties effectively. All elected members should be provided with adequate telephone, email and internet facilities giving electronic access to appropriate information.

11.	Such support should be without cost to the individual member. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the authority has decided necessary for the effectiveness and or efficiency of members.
Specific or Additional Senior Salaries	
12.	Principal councils can apply for specific or additional senior salaries that do not fall within the current Remuneration Framework.
Assistants to the Executive	
13.	The Panel will decide on a case-by-case basis the appropriate senior salary, if any, for assistants to the executive.
Joint Overview and Scrutiny Committees (JOSC)	
14.	The salary level for a chair of a JOSC shall be £8,793.
15.	The salary level for a vice chair of a JOSC shall be £4,396.
Local Government Pension Scheme	
16.	The entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible elected members of principal councils.
Family Absence	
17.	An elected member is entitled to retain a basic salary when taking family absence under the original regulations or any amendment to the regulations irrespective of the attendance record immediately preceding the commencement of the family absence.
18.	When a senior salary holder is eligible for family absence, they will continue to receive the salary for the duration of the absence.
19.	It is a matter for the authority to decide whether or not to make a substitute appointment. The elected member substituting for a senior salary holder taking family absence will be eligible to be paid a senior salary, if the authority so decides.
20.	If the paid substitution results in the authority exceeding the maximum number of senior salaries which relates to it, as set out in the Panel's Annual Report, an addition to the maximum will be allowed for the duration of the substitution. However, this will not apply to the Isle of Anglesey or Merthyr Tydfil Councils if it would result in the number of senior salaries exceeding fifty percent of the Council membership. Specific approval of Welsh Ministers is required in such circumstances.
21.	When a Council agrees a paid substitution for family absence the Panel must be informed within 14 days of the date of the decision, of the details including the particular post and the duration of the substitution.

22.	The Council's schedule of remuneration must be amended to reflect the implication of the family absence.
National Park Authorities	
23.	The basic salary for NPA ordinary members shall be £4,738 with effect from 1 April 2022.
24.	The senior salary of the chair of a NPA shall be £13,531 with effect from 1 April 2022.
25.	A NPA senior salary of £8,478 must be paid to a deputy chair where appointed.
26.	Committee chairs or other senior posts can be paid. This shall be paid at £8,478.
27.	Members must not receive more than one NPA senior salary.
28.	A NPA senior salary is paid inclusive of the NPA basic salary.
29.	Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed. Where this situation applies, it is the responsibility of the individual member to comply.
Fire and Rescue Authorities	
30.	The basic salary for FRA ordinary members shall be £2,369 with effect from 1 April 2022.
31.	The senior salary of the chair of a FRA shall be £11,162 with effect from 1 April 2022.
32.	A FRA senior salary of £6,109 must be paid to the deputy chair where appointed.
33.	Chairs of committees or other senior posts can be paid. This shall be paid at £6,109.
34.	Members must not receive more than one FRA senior salary.
35.	A FRA senior salary is paid inclusive of the FRA basic salary and must reflect significant and sustained responsibility.
36.	Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any FRA to which they have been nominated. Where this situation applies, it is the responsibility of the individual member to comply.
Co-opted Members	
37.	Principal councils, NPAs and FRAs must pay the fees to co-opted members (who have voting rights) as set out in Table 7.

38.	Reasonable time for pre meeting preparation is to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting.
39.	Travelling time to and from the place of the meeting is to be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).
40.	The appropriate officer within the authority must determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
41.	Fees must be paid for meetings and other activities including other committees and working groups (including task and finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.
42.	Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member.
Contribution towards costs of Care and Personal Assistance	
43.	<p>All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:</p> <ul style="list-style-type: none"> • Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced. • Informal (unregistered) care costs to be paid up to a maximum rate equivalent to hourly rates as defined by the Living Wage Foundation at the time the costs are incurred. <p>This must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider.</p>
Community and Town Councils	
44.	Community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses, with the exception of those councils in Group 5 where the payment is optional.

45.	<p>Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties. ⁹ Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:</p> <ul style="list-style-type: none"> • 45p per mile up to 10,000 miles in the year. • 25p per mile over 10,000 miles. • 5p per mile per passenger carried on authority business. • 24p per mile for private motor cycles. • 20p per mile for bicycles.
46.	<p>If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:</p> <ul style="list-style-type: none"> • £28 per 24-hour period allowance for meals, including breakfast where not provided. • £200 – London overnight. • £95 – elsewhere overnight. • £30 – staying with friends and or family overnight.
47.	<p>Community and town councils can pay financial loss compensation to each of their members, where such loss has occurred, for attending approved duties as follows:</p> <ul style="list-style-type: none"> • Up to £55.50 for each period not exceeding 4 hours. • Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours.
48.	<p>Each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30. A member in receipt of financial loss will not be entitled to claim attendance allowance for the same event.</p> <p>Councils that intend to introduce a system of attendance allowances must set out the details of the scheme and publish on their website.</p>
49.	<p>Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.</p>
50.	<p>Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.</p>
51.	<p>The application of the Remuneration Framework by relevant Group.</p>

52.	Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is leader, deputy leader or executive member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.
-----	---

⁹ Where a member who is on official business or an approved duty is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.

Annex 2: Independent Remuneration Panel for Wales (IRPW) Regulations:

- a) For the remuneration of members and co-opted members of relevant authorities**
- b) For functions relating to the salaries of Heads of Paid Service of Principal Councils and Fire and Rescue Authorities**

Introduction

Part 8 (sections 141 to 160) and schedules 2 and 3 of the Local Government (Wales) Measure 2011 (*the Measure*) set out the arrangements for the payments and pensions for members of relevant authorities and the functions and responsibilities of the Independent Remuneration Panel for Wales (the Panel).

Sections 62 to 67 of the Local Government (Democracy) (Wales) Act 2013 amends sections 142, 143, 144, 147, 148 and 151 of the Measure and confers additional powers on the Panel.

The powers contained in part 8 and schedules 2 and 3 of the Measure (as amended) have replaced the following Statutory Instruments:

- The Local Authorities (Allowances for Members of County and County Borough Councils and National Park Authorities) (Wales) Regulations 2002 (No. 1895 (W.196)).
- The Local Authorities (Allowances for Members of Fire Authorities) (Wales) Regulations 2004 (No. 2555 (W.227)).
- The Local Authorities (Allowances for Members) (Wales) Regulations 2007 (No.1086 (W.115)).

The Measure also has replaced the sections of the Local Government Act 1972, the Local Government and Housing Act 1989 and the Local Government Act 2000 relating to payments to councillors in Wales.

Payments for members of community and town councils are set out in Part 5 of these Regulations. The Local Authorities (Allowances for Members of Community Councils) (Wales) Regulations 2003 (No. 895(W.115)) were revoked from 1 April 2013.

Part 1

General

1. a. The short title of these Regulations is: "IRPW Regulations".
- b. These IRPW Regulations came into force on 1 April 2021 and replace

those in force from 1 April 2012. The implementation date for each of the relevant authorities is set out in the Annual Report or Supplementary Report of the Panel.

- c. Authorities are required to produce a schedule of payments to members and co-opted members no later than the 31 July each year, for submission to the Panel and publication (see paragraph 46).

Interpretation

2. In the IRPW Regulations:

- “The 1972 Act” means the Local Government Act 1972.
- “The 2000 Act” means the Local Government Act 2000.
- “The 2013 Act” means the Local Government (Democracy) (Wales) Act 2013.
- “Payment” means the actual or maximum amount which may be paid to members and co-opted members of a relevant authority for expenses necessarily incurred when carrying out the official business of the relevant authority.
- “Annual Report” means a report produced by the Panel in accordance with section 145 of the Measure.
- “Approved duty” in relation to community and town councils has the meaning as set out in Part 5 of these Regulations.
- “Authority” means a relevant authority in Wales as defined in Section 144(2) of the Measure and includes a principal council (county or county borough council), a national park authority and a Welsh fire and rescue authority, a community or town council.
- “Basic Salary” has the same meaning as set out in paragraph 6 of these Regulations, and may be qualified as “LA Basic Salary” to refer to the basic salary of a member of a principal council; “NPA Basic Salary” to refer to the basic salary of a member of a national park authority; and “FRA Basic Salary” to refer to the basic salary of a member of a Welsh fire and rescue authority.
- “Chief Officer” of a principal council has the meaning as defined in the Localism Act 2011.
- “Civic Head” is the person elected by the council to carry out the functions of the chair of that council and is designated as mayor or chair.
- “Committee” includes a sub-committee.
- “Community or town council” means in relation to Part 8 of the Measure, a community council as defined in section 33 of the Local Government Act 1972 or a town council in accord with section 245B of the same Act.

- “Consultation draft” means the draft of an Annual or Supplementary report under Section 146 (7) or 147(8) of the Measure. The Panel must take account of these representations.
- “Constituent authority” – for national park authorities this is a principal council falling within the area of a national park authority; for Welsh fire and rescue authorities it is a principal council falling within the area of a fire and rescue authority.
- “Contribution to Costs of Care and Personal Assistance” has the same meaning as set out in paragraph 21 of these Regulations.
- “Controlling group” means a political group in a principal council where any of its members form part of the executive.
- “Co-opted Member” has the meaning contained in section 144 (5) of the Measure, that is those with the right to vote on matters within the remit of the committee on which they serve.
- “Co-opted Member payment” has the same meaning as set out in paragraph 19 of these Regulations.
- “Democratic Services Committee” means the principal council committee established under section 11 of the Measure.
- “Deputy Civic Head” is a person elected by the council to deputise for the mayor or chair of that council.
- “Executive” means the executive of an authority in a form as specified in sections 11(2) to (5) of the 2000 Act, as amended by section 34 of the Measure.
- “Executive arrangements” has the meaning given by section 10(1) of the 2000 Act.
- “Family absence” as defined in Section 142 (2) (b) of the Measure has the meaning given to it by Part 2 of the Measure, and the related Regulations
- “Financial Loss Allowance in relation to community or town councils has the meaning as set out in Part 5 of the Regulations.
- “Fire and rescue authority” means an authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies.
- “Head of paid service” means as designated under section 4(1) of the Local Government and Housing Act 1989.
- Joint Overview and Scrutiny Committee means a committee or subcommittee set up by two or more principal councils under the Local Authority (Joint Overview and Scrutiny Committees) (Wales) Regulations 2013.
- “Largest opposition group” means a political group other than a controlling group which has a greater number of members than any other political group in the authority.

- “Member” means a person who serves on an authority.
 - For a principal council or a community or town council a “Member” may be:
 - An “Elected Member” which means a person who has been elected to serve as a councillor for that authority. It is possible for a person to hold an elected office if, further to the completion of an election, no candidate has presented and a person holds that office subject to proper process.
 - A “Co-opted Member” which means a person who has been placed into membership of a council committee or to discharge a function subject to proper process.
 - For a national park authority, a “Member” means a person appointed by a constituent authority and a person appointed by Welsh Ministers.
 - For Welsh fire and rescue authorities a “Member” means a person appointed by a constituent authority.

- “National Park Authority” means a national park authority established under section 63 of the Environment Act 1995.

- “Official business” has the meaning contained in Section 142 (10) of the Measure in relation to the reimbursement of care, travel and subsistence costs necessarily incurred by members and co-opted members of a relevant authority (excluding community and town councils) when:
 - a. Attending a meeting of the authority or any committee of the authority or any other body to which the authority makes appointments or nominations or of any committee of such a body.
 - b. Attending a meeting of any association of authorities of which the authority is a member.
 - c. Attending a meeting the holding of which is authorised by the authority or by a committee of the authority or by a joint committee of the authority and one or more other authorities.
 - d. Attending any training or development event approved by the authority or its executive.
 - e. A duty undertaken for the purpose of or in connection with the discharge of the functions of an executive within the meaning of Part 2 of the 2000 Act, as amended.
 - f. A duty undertaken in pursuance of a standing order which requires a member or members to be present when tender documents are opened.
 - g. A duty undertaken in connection with the discharge of any function of the authority to inspect or authorise the inspection of premises.
 - h. A duty undertaken by members of principal councils in connection with constituency or ward responsibilities which arise from the discharge of principal council functions.

- i. Any other duty approved by the authority, or any duty of class so approved, undertaken for the purpose of, or in connection with, the discharge of the functions of the authority or any of its committees.
- “Other political group” means a political group other than a controlling group or the largest opposition group (if any) which comprises not less than ten per cent of the members of that authority.
 - “Overview and Scrutiny Committee” means a committee of the authority which has the powers set out in sections 21(2) and (3) of the 2000 Act, as amended by Part 6 of the Measure.
 - “Panel” means the Independent Remuneration Panel for Wales as set out in section 141(1) and schedule 2 of the Measure.
 - “Pay policy statement” means a statement produced by a relevant authority under section 38 of the Localism Act 2011.
 - ‘Political group’ may be formed from members of a recognised political party or be a group of independent members unaffiliated to any recognised political party. “Presiding Member” means a member of a principal council who has been designated by that council to carry out functions in relation to the chairing of its meetings and proceedings.
 - “Principal Council” is as defined by the 1972 Act and means a county or county borough council.
 - “Proper officer” has the same meaning as in section 270(3) of the 1972 Act In community and town councils, the ‘Proper Officer’ may be the clerk or other official appointed for that purpose. “Public body” means a body as defined in section 67(b) of the 2013 Act.
 - “Qualifying provision” means a provision that makes a variation to a previous decision of the Panel. (Section 65 (c) of the 2013 Act).
 - “Qualifying relevant authority” is an authority within the meaning of section 63 of the 2013 Act, required to produce a pay policy statement.
 - “Relevant authority” is set out in Section 144(2) of the Measure (as amended) and in section 64 of the 2013 Act and, for the purposes of these Regulations, includes a principal council, a community or town council, a national park authority and a Welsh fire and rescue authority.
 - “Relevant matters” are as defined in Section 142(2) of the Measure.
 - “Schedule” means a list setting out the authority’s decisions in respect of payments to be made during the year (as relating to that authority) to all members and co-opted members of that authority.
 - “Senior Salary” has the same meaning as set out in paragraph 11 of these Regulations and may be qualified as “Principal council Senior Salary” to refer to the senior salary of a member of a principal council; “National Park Senior Salary” to refer to the senior salary of a member of a national park authority; or “Fire and Rescue authority Senior Salary” to refer to the senior salary of a member of a Fire and Rescue authority.
 - “Sickness absence” means the arrangements as set out in the Annual Report.

- “Supplementary report” has the meaning contained in section 146(4 to 8) of the Measure.
- “Travelling and subsistence payment” has the same meaning as set out in paragraph 25 of these Regulations.
- “Year” has the following meanings:
 - “financial year” – the period of twelve months ending 31 March;
 - “calendar year” – the period of twelve months ending 31 December;
 - “municipal year” – the year commencing on the date of the annual meeting of the authority and ending the day before the annual meeting of the following year; for national park authorities and Welsh fire and rescue authorities it is the period of up to twelve months following the annual meeting of the authority.

Part 2: Schedule of member or co-opted member payments

Commencement of term of office

3. The term of office of:
 - An elected member of a principal council or community or town council begins 4 days following the election subject to making the declaration of acceptance of that office under section 83(1) of the 1972 Act.
 - A councillor member of a national park authority begins on the date on which that member is appointed as such by a constituent authority and the term of office of a Welsh Government appointed member begins on the date of that appointment. The term of office of the chair and deputy chair of the national park authority begins on their acceptance of that office further to being either elected or appointed as a chair or deputy chair of a national park authority.
 - A councillor member of a Welsh fire and rescue authority begins on the date on which that member is appointed as such by a constituent authority and the term of office of the chair and deputy chair of the fire and rescue authority begins on the date of election by that authority to that office.
 - A co-opted member of a relevant authority begins on the date of appointment by the relevant authority.

Schedule of payments to members (the Schedule) (does not apply to community or town councils – see Part 5)

4. An authority must produce annually, a schedule of payments it intends to make to its members and co-opted members. The amount of those payments must accord with the Panel’s determinations made for that year in its Annual or Supplementary Reports. The Schedule must be produced no later than four weeks following the annual meeting of the authority.

Amendment to the Schedule

5. An authority may amend the Schedule at any time during the year (as relating to the authority) provided that such amendments accord with the Panel's determinations for that year.

Basic salary

6. An authority must provide for the payment of a basic salary, as determined by the Panel in its Annual or Supplementary Reports, to each of its members. The amount of the salary must be the same for each member. For principal councils only, this salary remains payable during a period of family absence.
7. A member may not receive more than one basic salary from a relevant authority, but a member of one relevant authority may receive a further basic salary by being appointed as a member of another relevant authority (except in the case as indicated in paragraph 16).
8. The amount of the basic salary will be set in accordance with Section 142(3) of the Measure and will be one of the following:
 - The amount the authority must pay to a member of the authority.
 - The maximum amount that the authority may pay to a member of the authority.
9. Where the term of office of a member begins or ends other than at the beginning or end of the year (as relating to the authority), the entitlement of that member is to such proportion of the basic salary as the number of days during which the member's term of office subsists during that year bears to the number of days in that year.
10. Where a member is suspended or partially suspended from being a member of an authority (Part 3 of the 2000 Act refers) the part of the basic salary payable to that member in respect of the responsibilities or duties from which that member is suspended or partially suspended must be withheld by the authority. Payment must also be withheld if directed by the Welsh Ministers (Section 155(1) of the Measure).

Senior salary

11. Subject to paragraphs 12 to 18 an authority can make payments of a senior salary to members that it has given specific responsibilities. Such payments must accord with the Panel's determination for the year (as relating to the authority) that the payments are made and must be set out in the Schedule of that authority. For principal councils only, a senior salary will remain payable during the family absence of the office holder.
12. The Panel will prescribe in its Annual or Supplementary Reports the following:
 - The categories of members eligible for the payment of a senior salary

which may not be the same for all authorities or categories of authorities.

- The discretion available to authorities in relation to the payment of senior salaries which may not be the same for all authorities or categories of authorities.
13. The amount of the senior salaries payable will be in accordance with section 142(3) of the Measure and specify:
 - The amount that a relevant authority must pay to a member of the authority.
 - The maximum amount that a relevant authority may pay to a member of the authority.
 14. The Senior Salary will comprise an amalgam of the basic salary and an additional amount for the relevant specific responsibility determined by the Panel in its Annual or Supplementary Reports. This may not be the same for all authorities or categories of authorities.
 15. The Panel in its Annual or Supplementary Reports will determine either the maximum proportion of its membership or the total number of members that an authority can pay as senior salaries. The percentage may not exceed fifty percent without the express approval of Welsh Ministers (Section 142(5) of the Measure). For principal councils only, the maximum proportion or number may be exceeded to include payment of a senior salary to an additional member who is appointed to provide temporary cover for the family absence of a senior salary office holder (subject to the 50% limit).
 - 15(a). For, Fire and Rescue Authorities and National Park Authorities the maximum proportion or number may be exceeded to include the payment of a senior salary to an additional member who is appointed to provide temporary cover for the sickness absence of a senior salary holder as determined in the Annual Report or a Supplementary Report.
 - 15(b). Payments to chairs of Joint Overview and Scrutiny Committees or Sub Committees are additional to the maximum proportion of its membership that an authority can pay as senior salaries subject to the overall maximum of fifty percent as contained in Section 142(5) of the Measure. The Panel will determine the amounts of such payments in an Annual or Supplementary Report.
 16. An authority must not pay more than one senior salary to any member. A principal council member in receipt of a senior salary as leader or executive member of an authority (determined as full-time by the Panel) may not receive a second salary as a member appointed to serve on a national park authority or a Welsh fire and rescue authority.
 - 16(a). Paragraph 16 does not apply to payments made to a chair of a Joint Overview and Scrutiny Committee or Sub Committee who is in receipt of a senior salary for a role that is not classified as full time equivalent. It continues to apply to leaders or members of the executive.

17. Where a member does not have, throughout the year specific responsibilities that allow entitlement to a senior salary, that member's payment is to be such proportion of the salary as the number of days during which that member has such special responsibility bears to the number of days in that year.
18. Where a member is suspended or partially suspended from being a member of the authority (Part 3 of the 2000 Act refers) the authority must not make payments of the member's senior salary for the duration of the suspension (Section 155(1) of the Measure). If the partial suspension relates only to the specific responsibility element of the payment, the member may retain the basic salary. Payment must also be withheld if directed by the Welsh Ministers.

Co-opted member payment

19. A relevant authority must provide for payments to a co-opted member as determined by the Panel in its Annual or Supplementary Reports. In relation to this regulation 'co-opted member' means a member as determined in Section 144(5) of the Measure and set out in paragraph 2 of these Regulations.
20. Where a co-opted member is suspended or partially suspended from an authority (Part 3 of the 2000 Act refers) the authority must not make payment of a co-opted member fee for the duration of the suspension (Section 155(1) of the Measure).

Payments Contribution to Costs of Care and Personal Assistance

21. Authorities must provide for the payment to members and co-opted members of an authority the reimbursement in respect of such expenses of arranging the care of children or dependants or for the individual member as are necessarily incurred in carrying out official business as a member or co-opted member of that authority. Payments under this paragraph must not be made:
 - In respect of any child over the age of fifteen years or dependant unless the member or co-opted member satisfies the authority that the child or dependant required supervision which has caused the member to incur expenses that were necessary in respect of the care of that child or dependant in the carrying out of the duties of a member or co-opted member.
 - To more than one member or co-opted member of the authority in relation to the care of the same child or dependant for the same episode of care.
 - Of more than one reimbursement for care to a member or co-opted member of the authority who is unable to demonstrate to the satisfaction of the authority that the member or co-opted member has to make separate arrangements for the care of different children or dependants.

22. The arrangements in respect of the contribution to cost of care and personal assistance payable by an authority is to be determined by the Panel in its Annual or Supplementary Reports.
23. Where a member or co-opted member is suspended or partially suspended from being a member or co-opted member of the authority (Part 3 of the 2000 Act refers) the part of the contribution to the cost of care and personal assistance payable to that member or co-opted member in receipt of the responsibilities or duties from which that member or co-opted member is suspended or partially suspended must be withheld by the authority. Payment must also be withheld if directed by the Welsh Ministers for reasons other than suspension (Section 155(1) of the Measure).
24. An authority's Schedule must stipulate the arrangements regarding the contribution towards costs of care and personal assistance payable and its arrangements for making claims, taking full account of the Panel's determinations in this respect.

Travel and subsistence payments

25. Subject to paragraphs 26 and 27 below a member or co-opted member is entitled to receive payments from the authority by way of travelling and subsistence payments at rates determined by the Panel in its Annual or Supplementary Reports. Such payments are in respect of expenditure incurred by a member or co-opted member in the performance of the official business within or outside the boundary of the authority.

(Paragraphs 26 & 27 apply only to principal councils)

26. Payment of a subsistence payment to a principal council member for the performance of official business within the boundaries of a county or county borough where they are a member should only be made when the authority is satisfied that it can be justified on economic grounds. This does not apply in respect of co-opted members of a council who live outside that authority.
27. A principal council may make provision, subject to any limitations it thinks fit, for members to claim mileage expenses for official business in connection with constituency or ward responsibilities where they arise out of the discharge of the functions of the county or county borough.
28. Where a member or co-opted member is suspended or partially suspended from being a member or co-opted member of the authority (Part 3 of the 2000 Act refers), travelling and subsistence payments payable to that member or co-opted member in respect of the responsibilities or duties from which that member is suspended or partially suspended must be withheld by the authority. Payment must also be withheld if directed by the Welsh Ministers for reasons other than suspension (Section 155(1) of the Measure).

Part 3: Further provisions

Pensions

29. Under Section 143 of the Measure, the Panel may make determinations in respect of pension arrangements for principal council members in its Annual or Supplementary Reports. Such determinations may:
- Define which members for whom the principal council will be required to pay a pension.
 - Describe the relevant matters in respect of which a local authority will be required to pay a pension.
 - Make different decisions for different principal councils.

Payments to support the function of an authority member

30. An authority must provide for the requirements of a member to undertake their role and responsibilities more effectively. The way in which this support should be provided is determined by the Panel in its Annual or Supplementary Reports.

Arrangements in relation to family absence

31. Part 2 of the Measure sets out the rights of principal council members in relation to family absence. The Panel will set out its determinations and the administrative arrangements in relation to these payments in its Annual or Supplementary Reports.

Sickness Absence

32. Arrangements for long-term sickness absence of senior salary holders of principal councils, Fire and Rescue Authorities and National Park Authorities will be as set out in the Panel's Annual Report or Supplementary Report.

Part 4: Payments

Repayment of payments

33. An authority can require that such part of a payment be repaid where payment has already been made in respect of any period during which the member or co-opted member concerned:
- a. is suspended or partially suspended from that member's or co-opted member's duties or responsibilities in accordance with Part 3 of the 2000 Act or Regulations made under that Act.
 - b. ceases to be a member or co-opted member of the authority.

- c. or in any way is not entitled to receive a salary, allowance or fee in respect of that period.

Forgoing payments

34. Under Section 154 of the Measure, any member or co-opted member may by notice in writing to the proper officer of the authority elect to forgo any part of their entitlement to a payment under the determination of the Panel for that particular year (as relating to the authority).

Part 5: Specific provisions relating to community and town councils (“the council”)

Interpretation

35. For the purposes of this Part the term member means both an elected member and a co-opted member.

Payments

36. Payments
- a) The Annual Report or a Supplementary Report determines the arrangements and amount of an annual payment to members in respect of costs incurred in carrying out the role of a member and if appropriate take account of the variation in size or financial circumstances of different councils.
 - b) The council may make payments to members in respect of costs of travel for attending approved duties within or outside the area of the council. The amounts claimable will be set out in the Annual or Supplementary Report of the Panel.
 - c) The council may reimburse subsistence costs to its members when attending approved duties within or outside the area of the council. The arrangements for reimbursement will be set out in the Annual or Supplementary Report of the Panel.
 - d) The council may pay compensation for Financial Loss to its members where such loss has occurred for attending approved duties within or outside the area of the council. The payments will be set out in the Annual or Supplementary Report of the Panel.
 - e) The council may make a payment to the chair or mayor and deputy chair or mayor of the council for the purposes of undertaking the role of that office. The payment will be set out in the Annual or Supplementary Report of the Panel.
 - f) The Annual Report or a Supplementary Report determines the arrangements for payments to members of a council who undertake senior roles and if appropriate take account of the variation in size or financial circumstances of different councils.

- g) The council must reimburse the contribution to costs of care and personal assistance to a member if claimed, as determined in the Annual Report of the Panel.
37. A member may elect to forgo any part of an entitlement to payment under these Regulations by giving notice in writing to the proper officer of the council.
38. A member making a claim for compensation for Financial Loss must sign a statement that the member has not made and will not make any other claim in respect of the matter to which the claim relates.
39. “Approved Duty” under this Part means
- i. Attendance at a meeting of the council or of any committee or sub-committee of the council or of any other body to which the council makes appointments or nominations or of any committee or sub-committee of such a body.
 - ii. Attendance at any other meeting the holding of which is authorised by the council or a committee or sub-committee of the council, or a joint committee of the council and one or more councils, or a sub-committee of such a joint committee provided that at least two members of the council have been invited and where the council is divided into political groupings at least two such groups have been invited.
 - iii. Attendance at a meeting of any association of councils of which the council is a member.
 - iv. Attendance at any training or development event approved by the council.
 - v. Any other duty approved by the council or duty of a class approved by the council for the discharge of its functions or any of its committees or sub-committees.

Part 6: Miscellaneous

Arrangements for payments

40. The Schedule of an authority must set out the arrangements for payment to all members and co-opted members of that authority. Such payments may be made at such times and at such intervals as determined by the authority.

Claims

41. An authority must specify a time limit from the date on which an entitlement to travelling or subsistence payments arise during which a claim for must be made by the person to whom they are payable. However, this does not prevent an authority from making a payment where the allowance is not claimed within the period specified.

42. Any claim for payment of travelling, subsistence or care costs in accordance with these Regulations (excluding claims for travel by private vehicle or bicycle) shall be accompanied by appropriate receipts proving actual cost.

Avoidance of duplication

43. A claim for a payment of travelling, subsistence or care costs must include, or be accompanied by, a statement signed by the member or co-opted member that the member or co-opted member has not made and will not make any other claim in respect of the matter to which the claim relates.

Records of payments

44. An authority must keep a record of the payments made in accordance with these Regulations as set out in an Annual or Supplementary Report.

Publicity requirements

(The required content of publicity requirements is contained in an annex to the Annual Report)

45. An authority must, as soon as practicable after determining its Schedule of Remuneration for the year under these Regulations and any Report of the Panel and not later than 31 July of the year to which the Schedule refers, arrange for the Schedule's publication within the authority's area and to notify the Panel. **(This section does not apply to community and town councils).**
46. As soon as practicable and no later than 30 September following the end of the financial year **all relevant authorities** must publicise within the authority's area and notify the Panel:
- the total sum paid by it to each member or co-opted member in respect of basic salary, senior salary, co-opted member fee, travel and subsistence payments.
 - the total expenditure on contribution towards costs of care and personal assistance.
47. In the same timescale and in the same manner, an authority must publicise any further remuneration received by a member nominated or appointed to another relevant authority. **(This section applies only to principal councils).**

Publicising the reports of the Panel

48. Under Section 146(7) (a) and (b) of the Measure, the Panel will send a consultation draft of its Annual Report or Supplementary Report to all relevant authorities for circulation to authority members and co-opted members, so that representations can be made by members and co-opted members to the Panel, normally in a period of eight weeks.
49. The Panel will determine in its Annual or Supplementary Reports the arrangements publicising its Reports in accordance with Section 151 and 152 of the Measure.

Monitoring compliance with the Panel's determinations

50. Section 153 of the Measure determines that relevant authorities must comply with the requirements imposed by the Panel in its Annual Reports. It also empowers the Panel to monitor the payments made by relevant authorities and for it to require the provision of information that it specifies. The requirements under this section will be set out in the Annual Report of the Panel.

THIS PAGE IS INTENTIONALLY BLANK

Reference: 2718A2021-22

Date issued: November 2021

Audit of South Wales Fire and Rescue Authority's Assessment of 2020-21 Performance

Certificate

I certify that I have audited South Wales Fire and Rescue Authority's (the Authority) assessment of its performance in 2020-21 in accordance with section 17 of the Local Government (Wales) Measure 2009 (the Measure) and my Code of Audit Practice.

As a result of my audit, I believe that the Authority has discharged its duties under sections 15(2), (3), (8) and (9) of the Measure and has acted in accordance with Welsh Government guidance sufficiently to discharge its duties.

Respective responsibilities of the Authority and the Auditor General

Under the Measure, the Authority is required to annually publish an assessment which describes its performance:

- in discharging its duty to make arrangements to secure continuous improvement in the exercise of its functions;
- in meeting the improvement objectives it has set itself;
- by reference to performance indicators specified by Welsh Ministers, and self-imposed performance indicators; and
- in meeting any performance standards specified by Welsh Ministers, and self-imposed performance standards.

The Measure requires the Authority to publish its assessment before 31 October in the financial year following that to which the information relates, or by any other such date as Welsh Ministers may specify by order.

The Measure requires that the Authority has regard to guidance issued by Welsh Ministers in publishing its assessment.

As the Authority's auditor, I am required under sections 17 and 19 of the Measure to carry out an audit to determine whether the Authority has discharged its duty to publish an assessment of performance, to certify that I have done so, and to report whether I believe that the Authority has discharged its duties in accordance with statutory requirements set out in section 15 and statutory guidance.

Scope of the audit

For the purposes of my audit work I will accept that, provided an authority meets its statutory requirements, it will also have complied with Welsh Government statutory guidance sufficiently to discharge its duties.

For this audit I am not required to form a view on the completeness or accuracy of information. Other assessment work that I will undertake under section 18 of the Measure may examine these issues. My audit of the Authority's assessment of performance, therefore, comprised a review of the Authority's publication to ascertain whether it included elements prescribed in legislation. I also assessed whether the arrangements for publishing the assessment complied with the requirements of the legislation, and that the Authority had regard to statutory guidance in preparing and publishing it.

The work I have carried out in order to report and make recommendations in accordance with sections 17 and 19 of the Measure cannot solely be relied upon to identify all weaknesses or opportunities for improvement.



Adrian Crompton

Auditor General for Wales

CC: Rebecca Evans MS – Minister for Finance and Local Government
Nick Selwyn – Audit Manager

**FORWARD WORK PROGRAMME FOR
FIRE & RESCUE AUTHORITY 2021/22**

Expected Date of Report	Report Name	Purpose of Piece of Work	Lead Director/ Contact Officer	Progress
19 July 2021	Carbon Reduction Plan	To seek Members' observations and approval on the proposed plan and associated actions.	DCO Contact Officer: Geraint Thomas	Completed
19 July 2021	Strategic Risk	To advise Members of the Strategic Risks of the organisation and how these are being treated, managed or reduced.	DCO Contact Officer: Sarah Watkins	Completed
19 July 2021	End of year Health Check on Performance and Strategic Objectives 2020/21	To advise Members of end of year performance against agreed targets and to advise Members of the end of year health check position in securing the achievement of the Strategic Objectives.	DCO Contact Officer: Sarah Watkins	Completed
19 July 2021	Welsh Language Standards	To update Members on compliance against the Welsh Language Standards.	ACO PS Contact Officer: Alison Reed	Completed
19 July 2021	Report on Proposed Priority Actions 2022/23	To advise Members of the proposed Priority Actions 2022/23 and to seek authority to enter into public consultation on these.	DCO Contact Officer: Sarah Watkins	Completed

Expected Date of Report	Report Name	Purpose of Piece of Work	Lead Director/ Contact Officer	Progress
19 July 2021	Job Evaluation	To agree the Job Evaluation outcomes for the Service.	ACO PS Contact Officer: Gill Goss	Completed
19 July 2021	Firefighter Pensions Update	To advise Members of the current position regarding Firefighter Pensions.	ACO PS Contact Officer: Alison Reed	Completed
27 Sept 2021	Health & Safety Annual Report 2020/21	To advise Members of Health & Safety performance of the organisation.	ACFO TS Contact Officer: Richie Prendergast	Completed
27 Sept 2021	Update on MTFS and Reserves Strategy	To update Members on the Financial Strategy and Reserves Strategy of the Authority prior to considering the report on the 2022/23 Budget Setting Strategy.	Treasurer Contact Officer: Chris Barton	Completed
27 Sept 2021	Budget Strategy 2022/23	To obtain clarification upon the political steer for the Budget Strategy for 2022/23 budget setting process.	Treasurer Contact Officer: Chris Barton	Completed
27 Sept 2021	Treasury Management Outturn 2020/21	To advise Members of the year end treasury management position.	Treasurer Contact Officer: Chris Barton & Geraint Thomas	Completed

Expected Date of Report	Report Name	Purpose of Piece of Work	Lead Director/ Contact Officer	Progress
20 Dec 2021	Half Yearly Health Check of Performance and Review of Strategic Themes	To advise Members of performance against agreed performance indicator targets and achievement of Strategic themes at the mid-way point of the year.	T/ACO CS Contact Officer: Sarah Watkins	On agenda
20 Dec 2021	Treasury Management Mid Term Report 2021/22	To advise Members of the mid-year position in relation to our treasury management.	Treasurer Contact Officer: Lisa Mullan	On agenda
20 Dec 2021	Independent Remuneration Panel for Wales' Draft Annual Report	To consider the IRPW's draft Annual Report and enable comments to be submitted to the Panel within required timescales.	T/ACO CS Contact Officer: Geraint Thomas	On agenda
14 Feb 2022	Grenfell Tower Inquiry Thematic Review	To provide Members with an update on the Service's consideration of the Review report	CFO Contact Officer: Huw Jakeway	
14 Feb 2022	Estimated Revenue & Capital Budget determination for 2022/23	To consider consultation responses and to set the recommended budget determination for consideration by the Fire Authority.	Treasurer Contact Officer: Geraint Thomas	
14 Feb 2022	SPI Target Setting 2022/23	To set the targets for the following financial year.	ACFO SD Contact Officer: Sarah Watkins	

Expected Date of Report	Report Name	Purpose of Piece of Work	Lead Director/ Contact Officer	Progress
14 Feb 2022	Report on Responses to the Consultation of the draft rolling Strategic Plan and Priority Actions 2022/23	To advise Members of consultation responses and seek approval for a final version of the rolling Strategic Plan.	DCO Contact Officer: Sarah Watkins	
14 Feb 2022	Pay Policy Statement 2020/21	To consider the Authority's Pay Policy Statement in compliance with the Localism Act 2011 and associated guidance.	ACO PS Contact Officer: Alison Reed	
14 Feb 2022	Gender Pay Gap Statement	To update Members on the analysis of the gender pay gap across the Service.	ACO PS Contact Officer: Alison Reed	
14 Feb 2022	Audit Wales Certificate of Compliance	To advise Members of the AW Certificate of Compliance received in relation to the publication of the 2021/22 Improvement Plan.	DCO Contact Officer: Sally Chapman	
28 March 2022	Annual Report of the work of the Finance, Audit & Performance Management Committee & its scrutiny group during 2021/22	To advise Members of the work of the Committee.	DCO Contact Officer: Sally Chapman	
28 March 2022	Annual Report of the work of the HR & Equalities Committee during 2021/22	To advise Members of the work of the Committee.	ACO PS Contact Officer: Alison Reed	

Expected Date of Report	Report Name	Purpose of Piece of Work	Lead Director/ Contact Officer	Progress
28 March 2022	Annual Report of the Work of the Local Pensions Board 2021/22	To advise Members of the work of the Board.	ACO PS Contact Officer: Alison Reed	
28 March 2022	Annual Report of the Work of the PSB's	To update Members on the work of each of the PSB's and how this impacts upon the work of SWFRS.	DCO Contact Officer: Sarah Watkins	
28 March 2022	Treasury Management Strategy 2022/23	To secure Members' approval to the adoption of the Treasury Management Strategy 2022/23.	Treasurer Contact Officer: Geraint Thomas	
28 March 2022	Fire Authority & Committee Meeting Dates for 2022/23	To present Members with proposed dates of Authority & Committee meetings for 2022/23.	DCO Contact Officer: Sally Chapman	
28 March 2022	Carbon Reduction Plan	To update Members on the Carbon Reduction Plan.	DCO Contact Officer: Geraint Thomas	
28 March 2022	Strategic Equality Plan	To provide Members with the current Strategic Equality Plan.	ACO PS Contact Officer: Andrew Jones	

Expected Date of Report	Report Name	Purpose of Piece of Work	Lead Director/ Contact Officer	Progress
28 March 2022	Review of Firefighter Pension Schemes	To provide Members with an update on the current position of the Firefighter Pension Schemes.	ACO PS Contact Officer: Alison Reed	
28 March 2022	Member Attendance	To review Member attendance 2021/22.	DCO Contact Officer: Sally Chapman	
28 March 2022	Audit Wales Annual Audit Summary	To advise Members of the key issues emanating from the annual report and to provide an opinion on adequacy and effectiveness of the organisation and its potential to improve, its approach to risk management, control and governance processes based on the WAO work undertaken during the year, including data quality & PIs, HR work, a Framework update, whistleblowing and forward planning.	T/ACO CS Contact Officer: Geraint Thomas	

Huw Jakeway – CFO
Sally Chapman – DCO
Dewi Rose – ACFO Service Delivery
Richie Prendergast – ACFO Technical Services
Alison Reed – ACO People Services

Chris Barton – Treasurer
Geraint Thomas – T/ACO Corporate Services
Lisa Mullan – T/Head of Finance & Procurement
Sarah Watkins – Head of Corporate Services
Andrew Jones – Head of Human Resources

AGENDA ITEM NO 9

**To consider any items of business that the Chairperson deems urgent
(Part 1 or 2)**

THIS PAGE IS INTENTIONALLY BLANK

1.	Apologies for Absence	
2.	Roll Call	
3.	Declarations of Interest	
	Members of the Fire & Rescue Authority are reminded of their personal responsibility to declare both orally and in writing any personal and/or prejudicial interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Fire & Rescue Authority's Standing Orders and the Members Code of Conduct.	
4.	Chairperson's Announcements	
5.	To receive the minutes of;	
	<ul style="list-style-type: none"> • Fire & Rescue Authority Meeting held on 27 September 2021 • Finance, Asset & Performance Management Scrutiny Group held on Monday 18 January 2021 • Local Pension Board Committee held on Monday 28 June 2021 • HR & Equalities Committee held on Monday 5 July 2021 • Finance Audit & Performance Management Committee held on Monday 20 September 2021 • Finance, Asset & Performance Management Scrutiny Group held on Monday 11 October 2021 	<p>5</p> <p>15</p> <p>23</p> <p>31</p> <p>37</p> <p>47</p>
6.	Update on Actions	53
7.	REPORTS FOR DECISION	57

THIS PAGE IS INTENTIONALLY BLANK

7.i.	Treasury Management Mid-Term Review Report 2021/22	59
7.ii.	Revenue Budget 2022/23	73
7.iii.	Living Wage Foundation Accreditation	89
7.iv.	Firefighter Pensions – Remediating Age Discrimination – To be presented on the day	107
7.v.	Government Consultation on amendments to Firefighter Pension Schemes	109
7.vi.	Urban Search and Rescue – Proposed Property Development Whitchurch Fire Station Property Development	119
8.	REPORTS FOR INFORMATION	123
8.i.	Half Yearly Health Check of Performance and Review of Strategic Themes	125
8.ii.	Independent Remuneration Panel for Wales’ Draft Annual Report – February 2022	171
8.iii.	Audit of South Wales Fire and Rescue Authority’s Assessment of 2020-21 Performance	223
8.iv.	Forward Work Programme for Fire & Rescue Authority 2021/22	225
9.	To consider any items of business that the Chairperson deems urgent (Part 1 or 2)	231