

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 on:

Monday, 26 September 2022 at 1000 hours

**In person at South Wales Fire & Rescue Service Headquarters,
Forest View Business Park, Llantrisant, CF72 8LX**

or

Remotely via Microsoft Teams - <https://bit.ly/Authority-Meeting-FAPM-Agenda-26-09-22>

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. 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.

3. Chairperson's Announcements
4. To receive the minutes of;

	• Fire & Rescue Authority Meeting held on Monday 11 July 2022	5
	• Finance, Audit & Performance Management Committee held on Monday 11 April 2022	15
	• Finance, Asset & Performance Management Scrutiny Group Meeting held on Monday 4 April 2022	19
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8.	To consider any items of business that the Chairperson deems urgent (Part 1 or 2).	131

Signature of Monitoring Officer:



MEMBERSHIP

Councillors:

J	Morgan	Blaenau Gwent
P	Ford	Bridgend
M	Hughes	Bridgend
C	Elsbury	Caerphilly
A	Hussey	Caerphilly
C	Wright	Caerphilly
D	Ali	Cardiff
K	Carr	Cardiff
S	Melbourne	Cardiff
D	Naughton	Cardiff
B	Proctor	Cardiff
D	Isaac	Merthyr Tydfil
S	McConnel	Monmouthshire
M	Powell	Monmouthshire
M	Nuaimi	Newport
T	Watkins	Newport
S	Bradwick	Rhondda Cynon Taff
G	Holmes	Rhondda Cynon Taff
D	Parkin	Rhondda Cynon Taff
A	Roberts	Rhondda Cynon Taff
S	Evans	Torfaen
S	Malson	Torfaen
I	Buckley	Vale of Glamorgan
P	Drake	Vale of Glamorgan

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SOUTH WALES FIRE & RESCUE AUTHORITY

**MINUTES OF THE FIRE & RESCUE AUTHORITY MEETING
HELD ON MONDAY 11 JULY 2022 AT 1000 HRS
IN MEETING ROOM 8 OR REMOTELY VIA TEAMS**

16. PRESENT:

Councillor	Left	Authority
S Bradwick (Chair)		Rhondda Cynon Taff
P Drake (Deputy Chair)		Vale of Glamorgan
I Buckley		Vale of Glamorgan
K Carr		Cardiff
S Evans		Torfaen
P Ford		Bridgend
G Holmes		Rhondda Cynon Taff
M Hughes		Bridgend
D Isaac		Merthyr Tydfil
S Malson		Torfaen
S McConnel		Monmouthshire
D Naughton		Cardiff
M Al-Nuaimi		Newport
D Parkin		Rhondda Cynon Taff
M Powell		Monmouthshire
B Proctor		Cardiff
A Roberts	11:15 hrs	Rhondda Cynon Taff
T Watkins		Newport

APOLOGIES:

D Ali	Cardiff
C Elsbury	Caerphilly
A Hussey	Caerphilly
S Melbourne	Cardiff
J Morgan	Blaenau Gwent
C Wright	Caerphilly
ACFO R Prendergast	Dir of Technical Services
Mrs S Watkins	Deputy Monitoring Officer

ABSENT:

OFFICERS PRESENT:- CFO H Jakeway, T/DCFO D Rose – Director of Service Delivery, T/ACFO N Williams – Director of Technical Services, ACO A Reed – Director of People Services, T/ACO G Thomas – Monitoring Officer & Temp. Director of Corporate Services, Mr C Barton – Treasurer, Mr A Jones – Head of HR., Mr M Fry – TPR Independent Remuneration Consultant (Agenda Item 8.iv only)

17. DECLARATIONS OF INTEREST

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

Councillors Evans and Malson declared a personal interest in Action No. 20/21-32 which related to New Inn Fire Station.

On behalf of Officers, the Chief Fire Officer declared a personal and prejudicial interest in agenda items 8.ii and 8.iv.

The T/ACO Corporate Services declared a personal interest in Agenda Item 8.iii.

18. CHAIR'S ANNOUNCEMENTS

- **WELCOME ADDRESS**

The Chair welcomed Members to the first full meeting of South Wales Fire & Rescue Authority meeting for the Municipal Year 2022/2023. A special warm welcome was also extended to the new Members from Bridgend, Councillors Ford and Hughes, and to the new Member from Cardiff, Councillor Proctor.

- **RECRUITS PASSING OUT PARADE**

The Chair was pleased to report that along with several other Members he attended the latest Recruits Passing out Parade on 16 June, 2022. He advised it was a wonderful occasion to see the newest firefighters displaying their skills in front of family and friends.

- **THE NATIONAL FIREFIGHTERS SERVICE OF REMEMBRANCE**

The Chair informed Members that the National Firefighters Service of Remembrance takes place on Sunday, 4 September 2022, in London. He stressed that this was an important event in the Fire Service calendar which he would be attending, and would like to invite two other Members to join him and one of the Service's senior officers.

- **MEMBERS INDUCTION**

The Chair reported that Members Induction took place on Tuesday, 5 July, where officers outlined the roles and responsibilities of Members. Officers also showcased the expansive array of services and functions which the Fire & Rescue Service provided on behalf of the communities of South Wales.

The Chair reminded Members that they had received electronic copies of the Members Handbook and PowerPoint slides, and hopefully an e-learning version of the induction would be circulated to support Members who were unable to attend on the day.

- **MEMBERS ATTENDANCE**

The Chair reminded Members of the importance of their attendance at Fire & Rescue Authority meetings and all Committees to ensure commitment to the role, and to meet the requirements set out by the Independent Remuneration Panel for Wales.

- **EMAILS RELATING TO OPERATIONAL INCIDENTS**

The Chair reminded Members that emails issued regarding operational incidents were for Fire & Rescue Authority Members information only and should not be circulated wider than the intended audience.

- **UPDATING THE CONFERENCE ROOM**

The Chair informed Members that work was scheduled to commence in the Conference Room within the next week which would improve the acoustic issues currently caused by the air

handling system and ceiling design. Video conferencing facilities would also be fitted which would enable Members to hold future Fire & Rescue Authority meetings.

- **MEMBERS EXPENSES**

The Chair informed Members that expenses forms currently submitted in paper format would cease as from 1 August, 2022, and would move to the Core HR Payroll System. He reassured Members that appropriate training and guidance would be provided following the HR & Equalities Committee and Finance, Audit & Performance Management Committee meetings taking place later in the month.

- **THANK YOU ADDRESS TO OPERATIONAL CREWS**

The Chair and Councillor Malson took the opportunity to thank operational crews for their professionalism and courage in dealing with the recent tragic fire incidents which had occurred within their local Unitary Authority areas.

The Chief Fire Officer thanked Members for their kind words, observations, and praises, which he would pass on to the crews who attended the incidents.

19. MINUTES OF PREVIOUS MEETINGS

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

- Fire & Rescue Authority meeting held on 28 March 2022
- Annual General Meeting held on 13 June, 2022
- Local Pension Board Committee meeting held on 31 January, 2022
- Finance, Asset & Performance Management Scrutiny Group meeting held on 7 February, 2022
- HR & Equalities Committee meeting held on 28 February, 2022

- Finance, Audit & Performance Management Committee held on 7 March, 2022

20. FORWARD WORK PROGRAMME 2022/2023

The Monitoring Officer provided a brief overview of the Forward Work Programme for 2022/2023.

RESOLVED THAT

Members agreed to note the Forward Work Programme for 2022/2023.

21. UPDATE ON ACTIONS

The Monitoring Officer provided a brief overview and update on outstanding actions:- 20/21-32, 20/21-56.6.

For the benefit of new Members, the Monitoring Officer provided a detailed report on the upgrading of New Inn Fire Station,

The ACO People Services also provided a brief overview and update on the following outstanding actions:- 21/22-17.3.2, 21/22-17.3.3, 21/22-32.3.3, and 21/22-48.7

22. REPORTS FOR INFORMATION

22.1. BROADENING THE ROLE OF FIREFIGHTERS IN WALES – FIRE & RESCUE SERVICE CAPACITY – THEMATIC REVIEW

The CFO advised Members that the presented report was an overview of the Thematic Review of the Fire & Rescue Services' capacity and capability to assume a broader role for firefighters in Wales, produced by Mr Dan Stevens, Chief Fire & Rescue Adviser, Welsh Government.

RESOLVED THAT

- 22.1.1 Members agreed to acknowledge the Thematic Review of the Chief Fire & Rescue Adviser into the Welsh Fire & Rescue Services' capacity to carry out work arising from broadening the role of firefighters in Wales.

- 22.1.2 Following a lengthy question and answer session, Members agreed to note the report and that the Chief Fire & Rescue Adviser's recommendations were being actioned through a Chief Fire Officer commissioned 'Working Group' under the governance of the Service's Operational Co-ordination Group.
- 22.1.3 Members agreed to note the update on progress made by the Service.
- 22.1.4 Following a request by the Chair, the Chief Fire Officer agreed to arrange a meeting with the Fire Brigades Union to discuss the Thematic Review. He also agreed to arrange a separate meeting with officers from the other two Welsh Fire & Rescue Services to discuss the specific deadline date set by the Welsh Government to respond to the Thematic Review.

22.2 ANNUAL REPORT OF THE WORK OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE AND THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP

The T/ACO Corporate Services advised Members of the annual report on the work of the Finance, Audit & Performance Management Committee and its Scrutiny Group for the Municipal Year 2021/2022.

RESOLVED THAT

Members agreed to note the work undertaken by the Finance, Audit & Performance Management Committee, and the Finance, Asset & Performance Management Scrutiny Group during the Municipal Year 2021/2022.

22.3. BUSINESS PLAN ACTIONS REPORT, HEALTH CHECK 2021/2022 – QUARTER 4

The T/ACO Corporate Services and Director of Service Delivery presented a report informing Members of the Business Plan Actions report, Health Check 2021/2022, for Quarter 4.

RESOLVED THAT

- 22.3.1 Following a lengthy question and answer session, Members agreed to note the Business Plan Actions report, Health Check 2021/2022, for Quarter 4.
- 22.3.2 Following a request by Members, for comparison purposes Officers agreed to circulate data relating to 2019.

Councillor Roberts left the meeting at 11:15 hrs.

22.4 WELSH LANGUAGE STANDARDS UPDATE – JULY 2022

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

RESOLVED THAT

- 22.4.1 Members agreed to note the information contained within the report.
- 22.4.2 Following a question and answer session on the provision of simultaneous translation, Officers agreed to provide Members with a costings programme in due course.

22.5 EMERGENCY USE OF DELEGATED POWERS

The T/ACO Corporate Services advised Members of the emergency use of delegated powers since the last Fire & Rescue Authority meeting in March 2022.

RESOLVED THAT

Members agreed to note the emergency use of delegated powers for the contract awarded to Terberg DTS UK (Holmatro) Limited.

23. REPORTS FOR DECISION

23.1 REPORT ON STRATEGIC THEMES AND PROPOSED OBJECTIVES 2023/2024

The T/ACO Corporate Services presented a report for Members to approve the proposed objectives for 2023/2024 to deliver the Service's long-term Strategic Themes for publication in the Service's Annual Improvement Plan Stage 2 for formal consultation.

RESOLVED THAT

- 23.1.1 Following discussion on issues with engaging with staff online, Members agreed to approve the proposed Strategic Themes and Objectives set out in Appendix 1 attached to the report, for engagement events and publication in the 'Consultation Document' – Stage 2 of the Annual Improvement Plan, on the South Wales Fire & Rescue Service's internet site by 31 October, 2022.
- 23.1.2 Members unanimously agreed to approve delegation to the ACO Corporate Services, and Head of Corporate Support, to review and refine the proposed Objectives as necessary, and to report back any amendments to the next Fire & Rescue Authority.

23.2 SCHEME PAYS REVIEW

The ACO People Services informed Members that the Local Pension Board at its meeting on 4 July, 2022, reviewed the current 'Scheme Pays' arrangements. The report shared the detail of the information considered by the Local Pension Board. The role of the Local Pension Board was to provide oversight and assistance to the Scheme Manager, it was not a decision making body in relation to scheme management and administration. Following discussion at the Local Pension Board Committee meeting on 4 July, the Chair of the Board was invited to make a recommendation to the Fire & Rescue Authority.

RESOLVED THAT

Following an update from the Chair of the Local Pension Board, Members unanimously agreed to accept the recommendations in relation to the Scheme Pays procedure.

The T/ACO Corporate Services withdrew from the meeting room before Members considered Agenda Item 8.iii 'Principal Officer Vacancy – Appointment Authorisation of Assistant Chief Officer Corporate Services'.

23.3. PRINCIPAL OFFICER VACANCY – APPOINTMENT AUTHORISATION OF ASSISTANT CHIEF OFFICER CORPORATE SERVICES

The Chief Fire Officer advised Members that Fire Authority Standing Orders determined that a request to fill a post at Assistant Chief Officer (ACO) level on a permanent basis had to be brought before the Fire & Rescue Authority for approval.

The report sought Members approval to recruit on a permanent basis an ACO Corporate Services. Subject to Fire Authority approval it was proposed to commence the recruitment process at the earliest opportunity with the aim of making a permanent appointment by the end of October 2022.

RESOLVED THAT

23.3.1 Members unanimously agreed to approve the filling of the post of the role of ACO Corporate Services on a permanent basis.

23.3.2 Members unanimously agreed to approve the recruitment and selection process and timetable as laid out in the report.

All Officers withdrew from the meeting and left the room before Members considered the following report Agenda Item 8.iv 'Independent Pay Review – Principal Officers Remuneration'.

Mr M Fry, TRP Independent Remuneration Consultant, joined the meeting to provide Members with an electronic presentation, as well as advice and guidance on Principal Officers Remuneration.

23.4 INDEPENDENT PAY REVIEW – PRINCIPAL OFFICERS REMUNERATION

The ACO People Services informed Members that the review of Brigade Manager/Principal Officers' remuneration was requested by Fire Authority Members following the completion of the Job Evaluation exercise for Green Book employees, and a report to the Authority on 19 July, 2021. External consultants, TRP Consulting, were commissioned to undertake the review, and the report at Appendix 1 was submitted to the Fire Authority for consideration at its meeting on 28 March, 2022. At the meeting it was agreed that the discussion be deferred until the new Municipal Year to enable further information and budget implications to be collated and presented.

RESOLVED THAT

- 23.4.1 Members agreed to review the report attached at Appendix 1, and electronic presentation which had been prepared by TRP Consulting.
- 23.4.2 Members agreed to note that any recommended changes would need to be reported with associated information to the Independent Remuneration Panel for Wales.
- 23.4.3 Following lengthy debate, and a question and answer session on a number of options and affordability issues, Members unanimously agreed that Principal Officers would be awarded a 4.5% pay increase in order to close the gap.
- 23.4.4 Members unanimously agreed that the HR & Equalities Committee would carry out an immediate review of Principal Officers pay, with a full review to be carried out on an annual basis.

24. 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.

SOUTH WALES FIRE & RESCUE AUTHORITY
MINUTES OF THE FINANCE, AUDIT & PERFORMANCE
MANAGEMENT MEETING
HELD ON MONDAY 11 APRIL 2022 AT
IN MEETING ROOM 8 OR REMOTELY VIA STARLEAF

110. PRESENT:

Councillor	Left
S Evans (Chair)	Torfaen
D White (Deputy Chair)	Bridgend
M Colbran	Merthyr Tydfil
P Drake	Vale of Glamorgan
S Morgans	Rhondda Cynon Taff
V Smith	Monmouthshire
A Hussey	Caerphilly

APOLOGIES:

M Spencer	Newport
D De'Ath	Cardiff

ABSENT:

W Hodgins	Blaenau Gwent
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OFFICERS PRESENT:- Mr G Thomas – Temporary ACO – Director of Corporate Services, Mrs S Watkins – Deputy Monitoring Officer, Mr C Barton – Treasurer, Mrs L Mullan – T/Head of Finance, Procurement & Property, Mr S Gourlay – TIAA Internal Auditor, Ms J Morris – Audit Wales, Mr N Selwyn – Audit Wales, Mr C Rigby – Audit Wales

111. DECLARATIONS OF INTEREST

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

112. CHAIR'S ANNOUNCEMENTS

The Chair thanked all Members of the Committee and Officers for their work, diligence and support over the last municipal year.

113. MINUTES OF PREVIOUS MEETING

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

- Finance, Audit & Performance Management Scrutiny Group meeting held on 07 March, 2022

114. REPORTS FOR DECISION

114.1 INTERNAL AUDIT ANNUAL PLAN 2022/2023

The Auditor Mr S Gourlay presented the report detailing the proposed Internal Audit Annual Plan for 2022/2023, for Members approval. It was advised that the Plan was not static and is flexible to change to any emerging themes in line with approval from Members. The TIAA won the Audit tender process in March and the contract is in place for 3 years with Service provision in place to extend for a further 2 years.

RESOLVED THAT

Members approved the Internal Audit Annual Plan for 2022/2023.

114.2 AUDIT WALES ENQUIRIES TO “THOSE CHARGED WITH GOVERNANCE” – DRAFT RESPONSE

The Temporary Head of Finance, Procurement and Property presented the draft response to the Audit Wales paper on ‘Those Charged with Governance’ when approving financial statements.

RESOLVED THAT

Members confirmed the response to the Audit Wales questions, as detailed in Appendix 1.

114.3 AUDIT WALES CARBON EMISSIONS REDUCTION REPORT

The Auditor Mr Selwyn gave a presentation of the key conclusions of the Audit review into the Authority’s progress in reducing its carbon emissions and its full contribution to Wales’ Public Sector becoming carbon neutral by 2030. There are 5 recommendations that were identified and will be taken forward:

- Improve the quality of the carbon baseline.
- Review the actions in the Carbon Reduction & Biodiversity & Ecosystems Resilience Forward Plan ensuring they are SMART and focused on key risks and challenges.
- Revise the Vehicle Replacement Programme Policy and agree the Authority’s strategy for replacing diesel appliances and improving the charging infrastructure.

- Engage and involve staff in planning for carbon emissions reduction to ensure they take ownership and contribute to deliver key actions.
- Strengthen how progress in delivering actions to reduce carbon emissions and deliver against WG targets.

Members agreed that the report provided areas of good practice and constructive challenge and will continue to feed back.

The T/Director of Corporate Services advised that the number of charging points on station has increased to 11. A Sustainability Steering Group has also been set up with attendees from all Departments.

RESOLVED THAT

Members noted and accept the Audit Wales Carbon Emissions Reduction Report.

115. REPORTS FOR INFORMATION

115.1 INTERNAL AUDIT PROGRESS REPORT & AUDIT ACTION UPDATE

The Temporary Head of Finance Procurement and Property updated members on the progress being made against the Audit Plan

RESOLVED THAT

Members noted the recommendations and work completed to date.

115.2 INTERNAL AUDITORS ANNUAL REPORT YEAR ENDING 31 MARCH 2022

The Auditor presented the report that summarised the internal audit work that has been undertaken this year. He stressed that the Annual Report is currently in draft, but he is not anticipating any changes.

RESOLVED THAT

Members noted the work and overall opinion of the Internal Auditors for the financial year 2021/2022.

115.3 ANNUAL REPORT OF THE WORK OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE AND THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP

The Head of Corporate Support presented the report on the work of the Finance, Audit and Performance Management Committee and its Scrutiny Group for the municipal year 2021/2022, providing a summary of the report. Item 3.3 in appendix 1 will be updated to this year's Audit Plan.

RESOLVED THAT

Members considered the report and resolved there were no amendments to be made to the content prior to reporting to the Fire & Rescue Authority as summary of the workload carried out by the Committee and Scrutiny Group during the municipal year.

116. FORWARD WORK PROGRAMME 2021/22

The T/Director of Corporate Services presented the Forward Work Programme.

RESOLVED THAT

Members noted the completion of the Forward Work Programme for 2020/21.

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

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

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP MEETING HELD ON MONDAY, 4 APRIL 2022 AT 1030 HOURS VIA STARLEAF

30. PRESENT

Councillor

G Holmes, Deputy Chair	Rhondda Cynon Taf
D Ali	Cardiff
A Hussey	Caerphilly
S Malson	Torfaen
S Morgans	Rhondda Cynon Taf
D Naughton	Cardiff
R Shaw	Bridgend
V Smith	Monmouthshire
M Spencer	Newport

APOLOGIES

L Brown, Chair	Monmouthshire
A Lister	Cardiff
H Jarvie	Vale of Glamorgan
H Thomas	Newport

ABSENT

J Williams	Cardiff
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OFFICERS PRESENT: T/ACO G Thomas – Monitoring Officer; Mrs S Watkins – Deputy Monitoring Officer; Mr C Barton – Treasurer; Mrs L Mullan – T/Head of Finance & Procurement; Mr A Hibbard, Statistics & Risk Analyst

31. DECLARATIONS OF INTEREST

No declarations of interest were made.

32. CHAIR'S ANNOUNCEMENTS

There were no announcements from the Deputy Chair.

33. MINUTES OF PREVIOUS MEETING

The minutes of the Finance, Asset & Performance Scrutiny Group meeting held on 7 February 2022 were received and accepted as a true record of proceedings.

34. DRAFT ANNUAL REPORT OF THE WORK OF THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP

The Deputy Monitoring Officer presented Members with the draft annual report of the Finance, Asset & Performance Management Scrutiny Group, which sets out the work of the Scrutiny Group undertaken during the current municipal year.

A typographical error at 6.3 of the report was noted where 'Future Trends Report 2021 Update' should have read 2022 Update.

RESOLVED THAT

Members considered and accepted the draft report for onward reporting to the Finance, Audit & Performance Management Committee as a summary of the work carried out by the Finance, Asset & Performance Management Scrutiny Group during the municipal year.

35. FUTURE TRENDS

The Statistics & Risk Analyst provided Members with an assessment of the future of Wales, specifically the administrative area of South Wales Fire & Rescue Service where possible, as a means of identifying some of the challenges and opportunities the Service is likely to face.

The Deputy Chair thanked Officers for the very interesting and informative presentation which detailed the findings of the report, a copy of which will be forwarded to all Members of the Fire & Rescue Authority.

RESOLVED THAT

Following a question and answer session, Members noted the Future Trends information to assist in future planning and resource decision-making and agreed that Future Trends reporting continue to be monitored and regularly updated.

36. FORWARD WORK PROGRAMME 2021/22

The Deputy Monitoring Officer presented the Forward Work Programme, and with apologies that the programme had not been updated since the last meeting, confirmed that the Forward Work Programme for 2021/22 had been concluded.

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

There were no further items that the Chair deemed urgent.

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AGENDA ITEM NO 5

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

Huw Jakeway – CFO
Dewi Rose – T/DCFO SD
Geraint Thomas – T/ACO CS

Chris Barton – Treasurer
Alison Reed – ACO PS
Richie Prendergast – ACFO TS
Nigel Williams – T/ACFO TS

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	The vendors of the site have failed to respond to communications of our intent to proceed with a formal offer. CFO has written to owners in an attempt to establish effective communications. Currently considering options with a view to go back to market for alternative site whilst continuing efforts to proceed with offer on the preferred site.
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	T/ACO CS	The Scrutiny Group's preferred option has been submitted to the HR & Equalities Committee and the FAPM for consideration, and

Minute No	Item	Action	Leading Officer	Current Status:
		presented and provide an update of views to a future meeting of the Fire & Rescue Authority.		subsequent recommendation to the Fire Authority. Revised structure of Scrutiny group approved at the Fire & Rescue Authority AGM. Updated Terms of reference to be agreed at the Scrutiny Group meeting in September, prior to approval by the Fire & Rescue Authority.
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 (ID)	ACO PS	We have continued to provide pension benefit options for category 1 cases. These are cases where the individual who is in scope, submits their notice of intention to retire. Our focus has been on providing Member communications to illustrate the impact of the changes to people and we are in the final stages of procuring a modeller that will allow individuals to calculate and therefore understand the impact of McCloud at a personal level.

Minute No	Item	Action	Leading Officer	Current Status:
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	As set out above, work continues on processing Immediate Detriment (category 1) cases. The groundwork continues on the category 2 cases (those individuals who have retired). Resources have been allocated to this work.
21/22 – 32.3.3	Living Wage Foundation Accreditation	Gain accreditation of the Living Wage Foundation to enable the Service to become a Real Living Wage employer	ACO PS	The application to become an accredited living wage employer has been approved by the Real Living Wage Foundation and we are now working with the Foundation to explore the impact for those organisations who are contracted to deliver services to us.
21/22 – 48.7	Independent Pay Review – Principal Officers' Remuneration	Further information and budget implications to be collated and presented for further consideration by Members in the new municipal year, 2022/23.	ACO PS	Following the decision by the Fire Authority in July 2022 on Principal Officers' remuneration, a further report will be considered at the September 2022 meeting.

Minute No	Item	Action	Leading Officer	Current Status:
22/23 – 22.1.4	Broadening the Role of Firefighters in Wales – Thematic Review	Chair and Chief Fire Officer to discuss thematic review with the Fire Brigades Union; and Chief Fire Officer to meet Welsh CFOs to consider the review deadline set by Welsh Government.	CFO	Discussions have taken place between SWFRA Chairperson, the CFO and Fire Brigade Union Representatives. In consultation with the other two FRS's in Wales the Chair has provided a written response to WG regarding the review deadline.
22/23 – 22.3.2	Quarter 4 Business Plan Actions Report, Health Check	Members to be provided with 2019 data to allow for comparison against the report.	ACO CS	Comparison information provided by Statistics Department. Unitary Authority Performance Monitoring Report pre-covid period Q4 for 2020-21 and 2019-20, circulated to all Fire Authority Members for review on 18.07.22
22/23 – 22.4.2	Welsh Language Standards Update	Members to be provided with the costings programme for the provision of Welsh Language simultaneous translation.	ACO PS	Information is being compiled and will be shared with Members ahead of the September 2022 meeting.

AGENDA ITEM NO 6

Reports for Decision

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SOUTH WALES FIRE & RESCUE AUTHORITY

AGENDA ITEM NO.6.i.
26 SEPTEMBER 2022

REPORT OF THE TREASURER

**MEDIUM TERM FINANCIAL STRATEGY, RESERVE STRATEGY AND
REVENUE BUDGET UPDATE REPORT**

THIS REPORT IS FOR DECISION

REPORT APPROVED BY THE TREASURER
PRESENTING OFFICER TREASURER

SUMMARY

This report presents the updated Medium-Term Financial Strategy for 2022/23 to 2026/27 for approval. It includes budget projections based on the Authority's plans and strategies informed by the general financial and operational environment in which services are provided.

The Strategy indicates that the Authority's cost base will significantly increase over the currently approved budget in response to the general inflationary pressures in the UK economy. This will present a challenge to our funding councils next year.

The Strategy is drawn up in the light of rapidly changing economic projections and few firm resource commitments beyond the current year. This background introduces significant financial risks in the Strategy.

RECOMMENDATIONS

1. That Members note the risks and uncertainties within the projections and approve the Strategy as the basis for financial planning over the Strategy period

1. BACKGROUND

- 1.1 The Authority operates a Medium-Term Financial Strategy (MTFS) which provides a backdrop to the planning of resource allocation and spending. This report updates the MTFS (Appendix 1) and associated planning assumptions and discusses the immediate challenges facing the Authority both in terms of its currently approved budget and its budget setting for next financial year.
- 1.2 The Authority follows appropriate Codes of Practice in managing its finances including the maintenance of an MTFS underpinned by its

Treasury Management Strategy. The Authority's latest external audit report confirms that its governance, reporting and financial management arrangements are appropriate and functioning well.

- 1.3 The Finance, Audit and Performance Management Committee considers the MTFs each year throughout its budget planning cycle. Due to the timing of meetings this year, the Fire Authority is receiving this report in advance of the FAPM however, the FAPM will consider this report on 10th October to allow detailed consideration of the content together with any updated position statements. Further work is planned to refine the detail of next year's budget proposals.
- 1.4 The uncertainty arising from the recent Covid19 pandemic and other factors such as Brexit have presented significant challenges to the Fire Authority and the wider public sector. These challenges have been successfully negotiated by the Service.
- 1.5 New challenges have now arrived in terms of the fallout from Russia's invasion of Ukraine and the impact this has had on worldwide energy costs. This in turn has a knock-on effect on the cost of food and other goods and services. Pay inflation is the inevitable impact of rising retail price indices. The Bank of England's response to higher inflation has been to increase UK interest rates.
- 1.6 As a public sector body with a substantial workforce, these inflationary cost pressures will bear heavily on our budget in key areas.
- 1.7 Few firm forward financial plans have been released by central government whether nationally or regionally in the wake of the current cost of living crisis. Forward planning with any accurate assessment of external factors is therefore very challenging.
- 1.8 Early in 2022, Welsh Government released its settlement for local government for 2022/23 with an unprecedented double digit increase together with indicators of future increases in Welsh funding. This very welcome settlement and the future positive projections were however made ahead of the RPI projections of 10% - 20% now being discussed and certainly ahead of the pay negotiations now ongoing.
- 1.9 The MTFs can only plan based on knowns or reasonably informed assessments and accordingly, no attempt has been made to forward project resources beyond simple benchmarks. In the same way, the cost base of the Authority is given context in the risk section of the MTFs.
- 1.10 The MTFs attached at Appendix 1, identifies the operational context in which the financial management of the Authority takes place currently and

sets out the challenges, risks and responses which are relevant in the short to medium term where this is possible.

- 1.11 There is an ongoing discussion with Welsh Government regarding the broadening of the role of firefighters but currently, no clear parameters exist to base assumptions on.

2. ISSUE / PROPOSAL

- 2.1 The MTFS has been constructed to provide a framework for financial planning and set the basis for annual budget setting. The MTFS considers resource availability and costs.

2.2 LOCAL GOVERNMENT SETTLEMENT

- 2.2.1 In recent years, the Welsh Government has started to increase resources within the local government settlement. In the current financial year, Welsh Government gave Councils in South Wales an unprecedented 10% growth in resources.

- 2.2.2 Welsh Government indicated in its settlement that resources in Wales could increase by 3.5% in 2023/24 and 2.4% in 2024/25. This is likely to be significantly less than the cost pressures within local government in those years.

- 2.2.3 In previous years, the Fire Authority has been informed of the consistent pattern of increases in local taxation which assists in budget setting for Council Services which includes fire and rescue services. Council tax yield has typically increased by an average of between 4% and 5%. Councils continued the trend of increases in Council Tax albeit at a lower level than previously (2.2% in the current year). Council Tax still accounts for around one quarter of their net revenue to fund services.

2.3 WELSH GOVERNMENT FUNDING

- 2.3.1 The Authority relies on several streams of Welsh Government funding to support its budget. As in previous years, no forward commitment has been given to support these key income streams. Pension costs, national initiatives, such as Airwave grant National Resilience and community safety activities all rely heavily on this cash and this lack of long-term commitment represents a risk. Including pensions and PFI grant, the funding amounts to around £20m per annum.

- 2.3.2 In most years, Welsh Government provides a cash flat grant profile. This of course represents real terms cuts as costs increase. Likely pay inflation in 2023/24 will again erode the value of these grants.

2.4 BASE BUDGET CONSIDERATIONS

- 2.4.1 The most significant part of the Authority's budget is employee costs representing around 75% of spend. The previous MTFs was drawn up based on long term average pay awards of 1.5% per annum. It is important to note that the Authority undertook to refund to constituent councils any over-provision for pay awards within the 2020/22 budget and this was achieved by setting a lower than planned pay budget in 2022/23. This would have been a cost neutral equation had pay awards maintained a 'normal' trajectory.
- 2.4.2 Given the recent green book (support staff) pay offer represents an increase of around 7%, the Authority's current year budget will be under significant additional pressure this year. If this were agreed and replicated in the grey book (uniformed staff), the additional unbudgeted costs could be well over £2m. The Authority's expected budget outturn for last year delivered an underspend that enables the Authority to absorb these increased costs this year rather than passing them on to the constituent councils. The Authority cannot however address the higher base budget that will result and accordingly, next year's budget will have to pick up this increase. There will of course be a further inflationary pay rise next year and this is modelled at 3%.
- 2.4.3 Further pressures and complications exist in the employee budget due to a variety of legal actions ongoing regarding the Firefighters' Pension Fund. Successful national legal challenges resulted in firefighters being given the option to return to their legacy pension schemes resulting in potentially higher costs and / or compensation. Due to the complexity of the cases involved and the time taken to frame new legislation, it is difficult to accurately assess any impact on the Fire Authority. This is compounded by an ongoing pension scheme valuation which is attempting to assess the impact of the resolution of these cases. At present, the accounts of the Authority include actuarial assessments of the long-term liabilities of these cases but the annual impact on the budget is uncertain.
- 2.4.4 The employee budget is built up based on the full establishment as approved by the Fire Authority and includes the recently completed job evaluation exercise. Overall, the Authority could see an increase in its pay budget of over £6m per annum.
- 2.4.5 The Premises budget includes provisions to cover additional building maintenance in 2023/24 (£270k). Energy costs are expected to significantly increase (£440k) because of worldwide market price fluctuations despite the work the service is undertaking to reduce carbon emissions. Increased costs associated with the new Emergency Services

Network project (£600k) are assumed over a two-year period from 2025 however, an increase in the costs of the existing Firelink service (£100k) is also built in to next year's budget.

- 2.4.6 The Authority commenced a process of investment in its ICT infrastructure some years ago and this investment will continue into 2023/24. This is being compounded by anticipated inflationary rises in licences and support fees (£270k). Investment in essential operational equipment is included in next year's budget (£175k). Other supplies budgets reflect inflationary increases or reductions according to planned activities but where inflation is applied, we anticipate higher increases than normal resulting from current RPI levels. The Authority's insurance cover is currently being re-tendered and cost increases are anticipated (£200k).
- 2.4.7 Transport costs continue to be targeted for reductions by reducing vehicle movements and reducing the use of fossil fuels across the fleet. The introduction of electric vehicles and cleaner diesel vehicles will underpin this trend however, fossil fuel costs have increased substantially as have vehicle parts costs ((£180k).
- 2.4.8 Capital financing costs are assumed to increase annually (4%pa) reflecting the approved capital programme with the overall exposure to these costs monitored through the Authority's Treasury Management Strategy. Recent interest rate rises do not directly impact the Authority's budget as much of its debt is long term. There are opportunities to increase returns on invested cash, but this will depend on the Treasury Management policy from year to year. Generally, the avoidance of borrowing is still more cost effective than investing.

2.5 BUDGET PROJECTIONS

- 2.5.1 The MTFs currently shows an increase in budget next year of 10.6%. When the Authority notified its constituent councils of the current year budget, councils were reminded that this budget was suppressed by the pay 'refund' mentioned in para 2.4.1 above. Accordingly, their budget planning should have assumed an increase above the norm. That said, 10% will not be in their plans but neither will their own significant cost pressures which are on the horizon.
- 2.5.2 The Authority has been working with North Wales FRS and Mid & Wales FRS to arrive at broadly consistent planning assumptions. All three FRSs are also working with the WLGA to communicate to Welsh Government the scale of cost pressures across Wales for this and next year. Our initial planning work shows a consistent pattern of budget pressures across Wales.

2.5.3 This report is not asking Fire Authority to confirm next year's budget at this point. The December meeting of the Fire Authority will consider recommendations from the FAPM Committee and will consult with constituent councils prior to a probable decision in February 2023.

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 The MTFS includes assumptions of savings derived from Carbon Reduction initiatives.

3.1.2 The MTFS includes budget projections that will form the basis of consultation with the ten constituent authorities.

3.2 Regulatory, Strategy and Policy

Legal	No
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 MTFS includes detailed plans of the Authorities finances and is prepared in compliance with several regulatory Codes of Practice.

3.3 Resources, Assets and Delivery

Human Resources and People Development	No
Assets and Resources (Property/Fleet/ICT/Equipment)	No

Service Delivery	No
Procurement	No
Budget Revenue/Capital	Yes

3.3.1 The MTFS forms the basis of the revenue and capital budget planning for the coming financial year.

4 EVALUATION & CONCLUSIONS

4.1 The MTFS attached at Appendix 1 includes projections that result in annual increases in budget as follows. Members should note the significant health warnings regarding the projections in the MTFS at this time.

Financial Year	Increase in Budget
23/24	10.6%
24/25	2.0%
25/26	2.1%
26/27	1.7%

4.2 The MTFS will be revisited annually and updated as more information becomes available. Further reports on the detail of next year's budget will be presented to the FAPM Committee at future meetings.

5 RECOMMENDATIONS

5.1 That Members note the risks and uncertainties within the projections and approve the Strategy as the basis for financial planning over the Strategy period

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

Appendices	
Appendix 1	Medium Term Financial Strategy 22/23 – 26/27

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MEDIUM TERM FINANCIAL STRATEGY, RESERVE STRATEGY AND REVENUE BUDGET UPDATE REPORT

Appendix 1

Medium Term Financial Strategy 2022/23 – 2026/27

September 2022

About SWFRS

South Wales Fire and Rescue Service is one of three Fire and Rescue Services in Wales and is one of the largest fire and rescue service areas within the UK.

Service and Incident Profile

The Service is coterminous with the ten unitary authorities in South and South East Wales, covering an area of 2,800 square kilometres of rural, coastal and urban areas. The Service serves a population of over 1.5 million.

The Service operates out of an HQ, Training Centre, joint control facility and 47 Fire Stations some of which are permanently crewed and others crewed by on-call firefighters. The Service has over 300 operational vehicles including fire appliances, off road vehicles, light vehicles and boats. The service takes around 35,000 emergency calls per year, responding to around 17,000 incidents of which a third are fires. Of these fires, around 70% are deliberate. Besides fires, the Service also responds to road traffic collisions, flooding and water rescues, animal rescues, medical emergencies and environmental incidents.

The Service proactively seeks to reduce risk mainly by prevention through annual early intervention, education and engagement activities. Approximately 20,000 home fire safety checks are undertaken and 50,000 children and young people are met face to face as part of educational and engagement events. As a result of this activity, the Service has been successful in significantly reducing the number of fires over recent years.

Strategic Plan

South Wales Fire and Rescue Service's vision is set out in our strategic plan for 2020-30. This Medium-Term Financial Strategy underpins that vision.

The plan outlines the strategic direction and explains how the Service intends to meet its challenges to continue to deliver a high quality service that meets the needs of our communities. The long-term strategic Themes and shorter term Priority Actions within the Plan will enable South Wales Fire and Rescue Service to not only deliver a sustainable service but also support our partners in the wider public sector.

The Service's vision remains the key focus; "making South Wales safer by reducing risk." The Service recognises that safer communities can only be achieved by challenging and improving the way it works, through a safe and competent workforce and by effectively managing its resources.

At times of austerity, there is a temptation to concentrate on costs and reduced budgets with no regard to the quality of services delivered. However, the Service has made the decision to concentrate on how improvements can be made with the strongly held belief that efficiencies and savings will result. The key strategic themes are

Key Strategic Theme	Activity
Keeping you Safe	Raise your awareness of risks through education and information, to protect you from harm.
Responding to your Emergency	Respond quickly and effectively when you need us.
Protecting our Environment	Make sure that we are always planning and working in a way that helps sustain the planet for our future generations.
Working with our Partners	Work with our partners to design services that are delivered and targeted based on a joint understanding of risk, to deliver on our shared outcomes.
Engaging and Communicating	Talk to and involve our communities and people so that we can deliver our services to effectively meet your needs.
Valuing our People	Support a diverse workforce that represents your community, is well trained and motivated to deliver our service.
Using Technology Well	Continually look to use the right technology where it can improve our service to you.
Continuing to Work Effectively	Make sure that our service provides value for money and that we are clear about how we are performing.

This financial strategy sets out the approach and identifies how the Service intends to plan and manage its resources in the light of the Government's approach to public sector spending. It also focuses on how the Service will remain viable and respond to the various risks and pressures which it will face.

In the past two years, the nature of public services and public sector finance has undergone a paradigm shift resulting from the Covid19 pandemic. Whilst it is clear the Government has sought to utilise public sector spending and borrowing, to deal with the crisis and to ease the economic impact of it, there is no clear picture yet emerging of how this situation will translate into future spending and resourcing plans.

The emergent threat of climate change not only shapes the way in which the Service conducts its business but also the responses and challenges which the Service is likely to have to meet to protect the population of South Wales. Against this background of urgent change, the MTFs can at best only estimate the likely costs and resources available to fund services in Wales over the coming years. The MTFs will be revisited as and when significant Government announcements are made.

Key Achievements

The Service has been successful in significantly reducing the number of fires and fire related deaths and injuries over recent years. For example, between 2011/2012 and 2016/2017, fires reduced by 33.82%. This has been achieved against a background of reducing resources whilst at the same time, maintaining fire cover and continuing the standards of service expected by the public of South Wales.

Financial Context

Fire and Rescue is a devolved function and Welsh Government therefore have national oversight of the service. The South Wales Fire & Rescue Service is one of three Fire and Rescue Services operating in Wales. That said, both the national UK environment and devolved Welsh Government impact on the finances and operations of the Service.

The UK Context

The Service's financial position is impacted by the wider global economy and environment and this strategic plan is written in this context. However, the Service cannot accurately predict or influence the factors at play at any precise time and therefore plans based on the best information available to it.

The International Monetary Fund had judged that the outlook for growth was improved in advanced economies however, uncertainty around the global outlook is heightened at present, associated with the ongoing war in Ukraine and political tensions in the rest of the world. UK Government policy on spending has been the key determinant which has set the scene for resources in the UK public sector.

The latest spending review of the UK Government set out parameters for public spending over the medium term, but these have all been surpassed by the response to the Covid pandemic. Whilst there have been some signals that austerity is easing, there is little optimism to believe that this is a move away from the overall downward pressure on spending especially given the massive increase in government borrowing in the last two years.

Significant uncertainty remains about the short and long-term financial effects of "Brexit" even though apparent deals have now been secured for the short to medium term.

The recent cost of living crisis has introduced another level of uncertainty over government finances with no clear picture yet about its resolution.

Wales

Overall spending limits set in Westminster determine the Barnett Formula consequential for resources in Wales each year.

With no Comprehensive Spending Review having taken place in the last two years, there are no forward indicators for spending. Announcements of additional spending pre Covid19 resulted in a largely positive financial settlement for Wales. The budget agreed by Welsh Government impacts the funding of unitary authorities (which in turn meet the costs of Fire and Rescue Services) together with community safety and

other sector specific initiatives which are directly funded through specific grants and contributions.

Welsh Government has now obtained the powers to vary income tax. This MTFS does not assume that these powers will be used to increase revenue and therefore funding.

Unitary Authority Funding

Unitary authorities contribute to the Fire & Rescue Service budget and in consequence, their funding settlement is relevant to the Service. In recent years, the trend in reducing public expenditure has resulted in downward pressure in the un-hypothecated grant resources distributed to unitary authorities. This trend was reversed somewhat in the last few years and 2022/23 saw an unprecedented double digit increase in funding. Announcement regarding the overall Welsh budget were included in the current year settlement but with no guarantees.

Current Cost & Budget Structure

The starting point for any Financial Strategy is to understand the cost base of the Service.

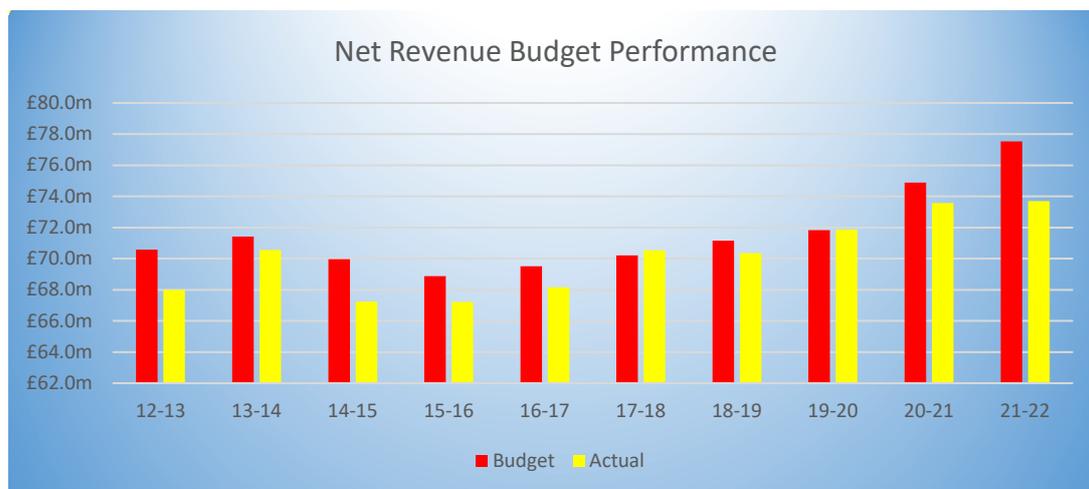
Revenue Budget

The Service's net annual revenue budget in 2022/23 is around £79m, the equivalent of less than £50 for each resident of South Wales. It equates to around 0.5% of the total public service spending in Wales each year.

The table below shows the breakdown of the annual budget in 2022/23

	£000
Employees	51,882
Indirect Employee costs	11,600
Premises	5,654
Training	1,771
Supplies & Services	5,337
Transport	1,478
Contracted Services	941
Capital Financing	4,874
Gross Budget	83,537
Income	-4,233
Net Budget	79,304

The following chart shows the movement in the net revenue budget since 2008/09 together with the actual spend for each year.

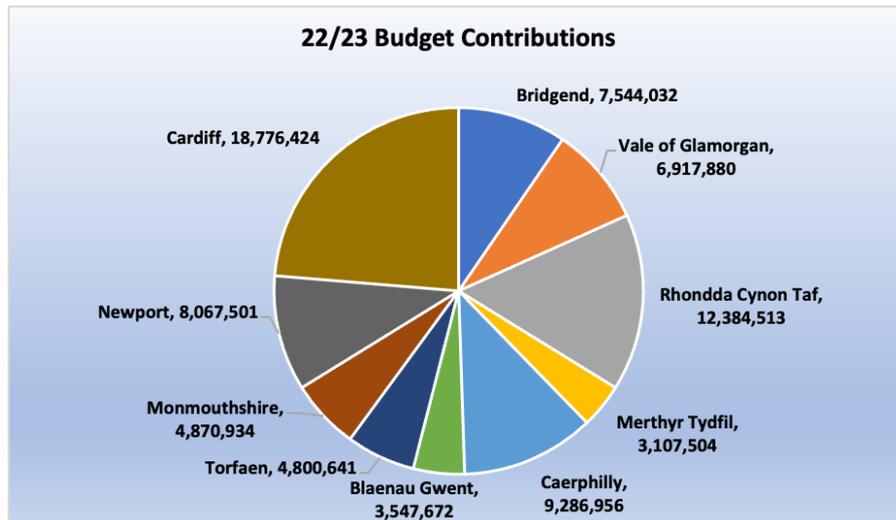


The Service has proactively managed to stay within its budgets and has a history of good financial management despite numerous challenges to its operations including a sustained period of industrial action. Surpluses generated from the revenue budget are utilised to invest in Service Improvement, asset renewal and efficiency projects which in turn keeps the requirement for annual funding at a lower level than would otherwise be the case.

An analysis of the outturn consistently reveals that staffing budgets are well managed with underspending particularly in the retained and whole-time firefighter categories. This partly stems from an ongoing struggle to recruit, train and retain enough staff whilst at the same time losing experienced firefighters to retirement and other full-time employment.

SWFRS Revenue funding

By virtue of the 1995 Fire Combination Orders, Fire and Rescue Services in Wales are funded from contributions made by constituent councils within their area. The Fire and Rescue Service determines its budget requirement and notifies each constituent council of its contribution which are proportionately split based on population. The current distribution of funding in South Wales is show below.



The Welsh Government recently undertook a review into the governance and funding of fire authorities in Wales. To date this review has not resulted in any significant proposals to change the structure, composition or funding of fire authorities. Should any legislative change be forthcoming, it could significantly impact this MTFS as drafted.

During 2019, HM Treasury amended the SCAPE rate used to underpin public sector Pension Fund Valuations. As a result of this exercise, a significant increase in employer's pension contributions occurred. In Wales, specific grant funding of over £3m was provided to the Authority to meet these costs. With the current shift in UK economic activity, there is a further prospect of rate changes with similar consequential financial impacts.

The Fire Fighter' Pension Fund (FFPS) continues to be a national issue with several recent court cases lost by the Government likely to increase costs in the medium to long term. The resolution to these cases and the future shape of the FFPS is an ongoing process.

Forecast Cost Changes

There are several known factors which impact the cost base of the Authority. The main categories are outlined below.

Inflation

The financial strategy includes inflation where this is a contractual obligation but assumes that other spending is cash limited. The exceptions include items where prices are generally more volatile than CPI such as vehicle fuel, energy costs and insurance premiums where specific allowances are made. Total inflation of around £0.5m per annum is assumed in a normal year however, the current RPI rate on specific items such as energy, fuel and external supplier contracts will see this treble next year.

Pay

The Authority is part of the collective bargaining arrangements for 'grey book' (fire fighters) and 'green book' (non-uniformed) employees and therefore implements

respective national pay awards as part of its pay policy arrangements. The Authority abides by the statutory Minimum and Living Wage legislation. The cost of pay inflation (including related pension overheads) is usually assumed to be around £0.8m per annum. This is currently assessed with reference to average pay settlements achieved of around 1.5% per annum. As a result of significant increases in RPI, the annual increase in budgeted employee costs could be as high as £6.4m based on 7% inflation in 22/23 and 3% in 23/24. The MTFs Assumes that pay inflation will return to normal levels in the medium term. The wider role of firefighters is still subject to ongoing discussion with representative bodies and the outcome of this activity could impact pay levels. The MTFs assumes that such costs agreed on a national basis would be accompanied with funding from Welsh Government. This situation will be monitored on an ongoing basis.

Pensions

The Authority operates two pension schemes for the benefit of its employees and makes employer contributions to each. Uniformed staff are eligible to join the national Fire Fighters' Pension Scheme (FFPS) and non-uniformed employees are eligible to join the Local Government Pension Scheme (LGPS). The schemes are administered by Rhondda Cynon Taf County Borough Council on behalf of the Authority. Employees are automatically enrolled in the relevant scheme unless they opt out.

Regular actuarial valuations are carried out to determine employer contribution rates to the Schemes. The LGPS is a funded scheme unlike the FFPS which is unfunded and underwritten by Welsh Government.

- The LGPS employers' pension contribution rate is currently 15.2% of gross pensionable pay.
- The FFPS employers' pension contribution rates vary as there are three schemes in operation. Rates are currently between 26.6% and 29.3% of gross pensionable pay. The strategy assumes that Welsh Government will continue to fund any scheme deficit over and above the employee and employer contributions and that it will continue to fund SCAPE costs arising from national Government changes.

The cost of the FFPS is in a state of flux currently with the government having lost legal cases around the tapering transitions from the 1992 to the 2015 scheme. A solution is now emerging following Government proposals, but it is unclear what the impact on the Service's base budget will be into the future.

Service Demand

The strategy recognises that there is an increasing population trend in South Wales particularly within the urban areas of Cardiff and Newport. Pressures on the Authority's services will increase because of this and other factors.

According to Welsh Government statistical modelling, the population of South Wales has grown by around 6.5% in 10 years and growth forecasts are assumed to continue at a steady rate. This rate includes disproportionate increases in certain at-risk groups such as the elderly. As demographics change, the need for fire cover and other rescue services change.

An average growth in population of around 0.66% per annum is not reflected in an annual need to increase expenditure. However, the Authority's cost base may eventually need a step change in response to overall demand. Such changes are

traditionally dealt with through ongoing reviews of fire cover and other necessary service provision.

Demographic trends towards and ageing population with more people living alone and with life limiting health conditions are likely to increase demand on services. Environmental and legislative changes also drive the demand for services in areas such as flooding, wild fires, road traffic collisions and bariatric rescue. The Authority's partnership arrangements also result in an increased number of service calls such as co-responding to medical emergencies. The current climate of terror related incidents also demands a significant training and response capability in the fire service. These specific areas are considered in terms of budget provision as and when spending pressures crystallise. The recent heightened concerns around climate change are likely to accelerate the need for investment in specific service areas.

Capital Financing Costs (Debt repayments and interest)

The strategy includes an increase in the Authority's estimated capital financing costs of £0.2m reflecting the approved capital programme. This programme together with the Treasury Management Strategy of the Authority determines the principal debt repayments and interest costs which will fall on the revenue budget. The programme includes a range of investments aimed at maintaining, renewing and supplementing the Authority's assets to achieve its strategic objectives. Affordability is a key component of the capital programme.

The Authority does not receive separate funding for capital borrowing costs and as such, all borrowing costs must be met from its core revenue budget.

Specific Projects

The nature of the Fire & Rescue Service entails participation in collaborative regional and national initiatives, some of which are sponsored by central government. Changes to the costs and funding within these projects can impact the budget of the Authority. One project is currently being monitored in this regard.

- Emergency Services Mobile Communications Platform (ESMCP) is a project aimed at rolling out a new Emergency Service Network (ESN) across the UK. Currently Welsh Government supports the cost of this network in Wales through financial contributions. This equates to around £0.6m per annum in South Wales. The project aims to not only modernise and improve the network but also to reduce ongoing costs. Until the future cost of the ESN is known for certain, the financial impact of the project is uncertain. Further delays in the delivery of this project will be monitored in terms of their financial impact. The MTFS includes a provision for cost increases totalling £600k over two years to accommodate this risk. Delays in this project are resulting in increased costs of the existing FireLink solution and accordingly, provision is included to meet these costs.

Forecast Funding Changes

Both national and local changes to funding can affect the Service's income streams.

National Funding Changes

The Government's policy direction pre-Covid has shown a long-term trend of reduction in public spending but there was a reverse in this trend in the last three

budget years. That said, the scale of the recent increase is small in the context of the major economic challenge arising from Covid19.

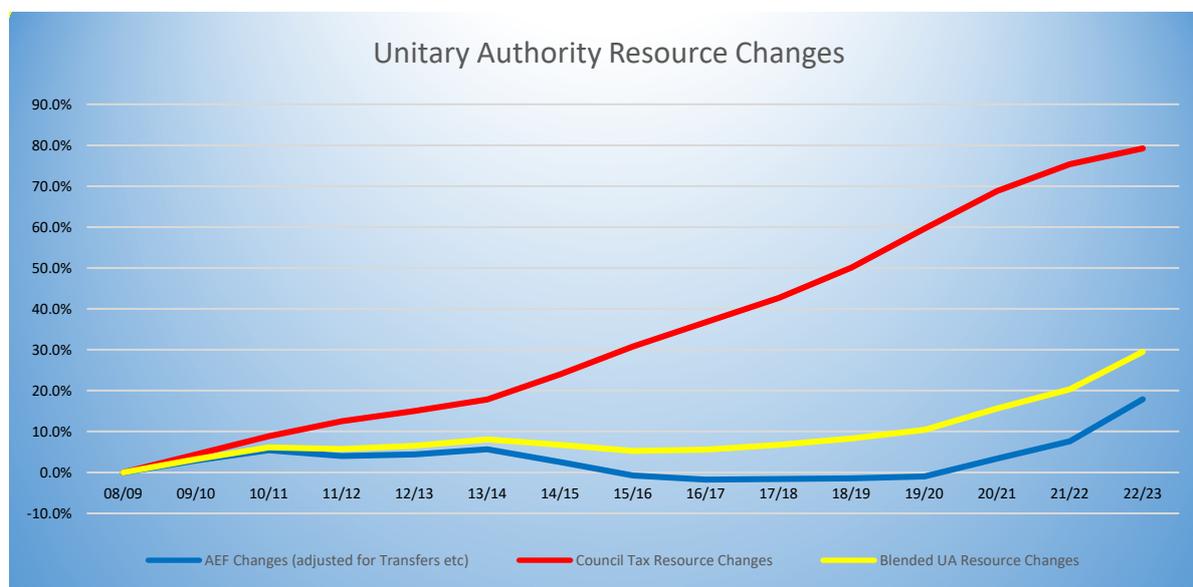
The Russian invasion of Ukraine has resulted in a further level of uncertainty and the resulting cost of living crisis will impact government spending plans.

It is almost impossible to make meaningful assumptions beyond the steady state position given the unprecedented level of change in the country's financial position. In one scenario, continued reinvestment to drive economic development and to meet public service demands could be forecast, in another, an even more prolonged period of public sector austerity to reduce the hitherto unseen levels of government borrowing.

Welsh Local Authority Settlement Funding Assessment

The outcome of the budget decisions of Welsh Government in terms of health, social care and education will be major determining factors given the relative size of those budgets. In the last two years, Welsh Government was able to divert resources to local authorities for the first time in a decade.

Aside from external funding from Welsh Government, Unitary authorities also have revenue raising powers through council tax which they can use to fund local services. The Office of Budget Responsibility forecasts 4% increase in council tax revenues which mirrors the increases seen over the austerity period in South Wales. The chart below shows the historical changes in unitary authority funding within South Wales. This increase was lower in 22/23 mainly due to the unprecedented increase in council grant announced by Welsh Government. Increases are likely to return to their previous stable level.



Beyond 2022/23 projections are solely based on indicative Welsh Government budget announcements.

Grants and other Funding Streams

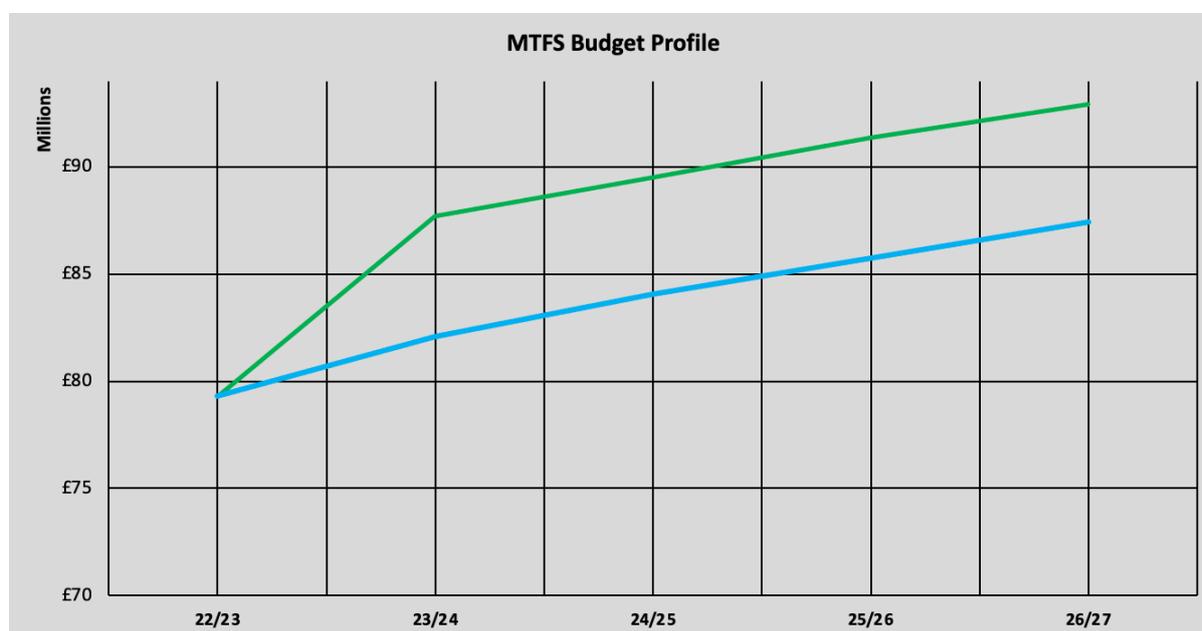
As Welsh Government departments have seen their own budgets cut, there has been a regular trend of reductions or withdrawals of specific grant funding streams. The Service has seen these cuts already in the Community Safety initiatives it operates.

Given the trend and commentary to date on grant funding, it is reasonable to assume that these funding sources may be further withdrawn over the medium to longer term however, in advance of any announcements, it would be wrong to assume such reductions yet. The table below outlines the revenue grants and contributions currently in payment together with the basis of forecasts.

Grant	2022/23 £'000	Received from	Forecast Basis
COMMUNITY SAFETY	330	Various	Continue - cash flat profile
NATIONAL RESILIENCE/USAR/MTA	1,339	WG	Continue - cash flat profile
FIRELINK	632	WG	Continue - cash flat profile short term until ESMCP implemented
PENSION SCAPE GRANT	2,947	WG	Continue – Estimated costs met by WG
PENSION TOP UP GRANT	14,645	WG	Continue – excess funding required met in full by WG
PFI	965	WG	Pre-defined grant profile
TOTAL FUNDING 22/23	20,858		

Projected Spend v Resources Assumptions

The graph below sets out the Service's estimated budget profile. It includes for illustration purposes, projections of resource availability at the Welsh Government indicative levels or +2% where there are none.



If local government resources were restricted to the levels of the Welsh Government announcement, the worst-case position would be a shortfall in funding of around £5.4m per annum by the end of the plan term. The most obvious factor in this projection is the necessity for central government to solve the funding problem arising from the 'cost of living' crisis now driving local authority spending. This assumes of course that the Service would only request funding in accordance with the assessed

worst case local authority settlement. In practice, the Service must request the resources it requires to fund its operations regardless of settlements. That said, the Service has always striven to take account of the climate of public sector budgets in which it operates and to reduce the burden on its constituent councils wherever possible.

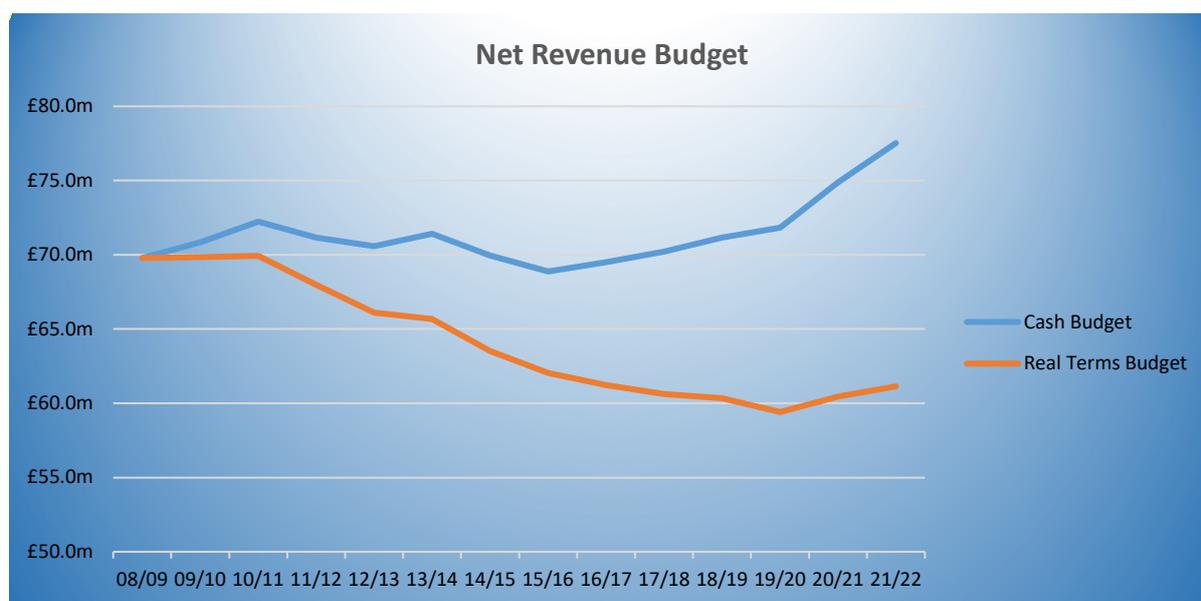
Welsh Government funding of the ongoing costs of firefighter pensions and the currently grant funded initiatives is critical to financial position of the Fire Authority.

Medium Term Financial Plan

To address the budget gap identified, the Service intends to manage down risk, unnecessary response, inflationary and other budget pressures whilst maximising income and making business processes as efficient as possible. Some of this work is part of an ongoing business delivery model whilst some of it depends on specific project work targeted at efficiency and savings.

Finance and Efficiencies

Since the commencement of the current economic downturn in 2008/09, the Authority has delivered approximately £16m real terms budget reduction. The chart below shows the trend in the revenue budget. It represents an estimated real terms reduction of around 12% in 13 years



The Authority has taken several approaches in relation to savings and efficiency over this period including reviews of fire cover, the Shaping Our Future Programme and various efficiency projects focussed on reducing expenditure and increasing income. If there is a continued downward pressure on expenditure, it will become increasingly difficult to identify further financial savings without significant changes in what services the Authority provides and how it delivers them.

This could have implications for the public, businesses, operational partners and employees. To deliver the Authority's plan to reduce risk, services that are no longer affordable or less impactful may be delivered differently or, in some cases, stopped.

Such changes would not be considered or implemented without Fire Authority approval following consultation and engagement.

Fire Cover Reviews

The Service continues to review fire cover across the whole South Wales Area. The most recent whole authority review resulted in the closure of several retained stations and a reduction in crewing at other sites. As part of that review, several identified station amalgamations and moves are still being held in abeyance. Availability of potential sites has created a delivery problem, but these options remain open. The next planned move is to relocate and replace the New Inn station in Torfaen.

Shaping our Future Programme

The Authority devoted resources to reviewing parts of the organisation to identify improvements and efficiencies. Whilst not formally operating under this name in future, the programme continues to look at operational and back-office business processes. As part of this coming budget cycle, consideration of areas for investment and savings within the structure of the Authority's staffing is being undertaken. These will be the subject of reports to the Fire Authority for consideration once developed.

Sustainability & Carbon Reduction

The Authority has recognised the need to respond to Climate Change both in service provision but also to minimise its own impact on the environment and climate. The formalisation of a strategy to address these issues has been completed and action plans and projects are now being developed and implemented. The aim is to reduce the Service's carbon footprint whilst at the same time delivering economic benefits through cost savings. The MTFs includes assumptions of financial savings generated by this activity particularly in energy costs, transport and supplies.

Accounting Measures

The Authority, through its Finance, Asset & Performance Management Committee, has reviewed its budget for opportunities to create savings / budget reductions. This has included contingencies, inflation allowances, vacancy provisions, method of manpower budgeting and treasury management practice. The Authority will continue to monitor these aspects of the budget to identify further opportunities to drive down the underlying resource requirement where this is prudent and sustainable.

Reserves Policy

Under the 2003 Local Government Act, the Treasurer is required to make a statement to the Authority on the adequacy of reserves as part of the annual budget setting process. It is good practice for the Authority to have a reserves policy which is reviewed regularly. The Authority follows this practice, ensuring that liabilities and risks are adequately managed from a financial perspective.

General Reserves

General reserves are maintained to ensure financial stability in the longer term thus allowing the Authority time to plan, mitigate and deal with future financial challenges. The reserve policy includes an assessment of financial risks and a quantification of those risks where this is possible. The overall value of general reserves held reflects

the value of assessed risks, the overall quantum of the budget and previous experience of variations resulting from volatility in specific areas.

Due to the ongoing austerity measures facing the public sector in the UK, the financial risks in the overall budget remain high and the Authority is maintaining general reserves at a healthy level to reflect this. Fire Services in the UK remain under threat of industrial action which represents a further risk to continued service provision.

The financial strategy is predicated on no planned use of general reserves to fund ongoing revenue spending. The Authority regards this as an unsustainable financial planning parameter and is in accordance with the CIPFA Financial Management Code.

Earmarked Reserves

The Authority creates, maintains and utilises earmarked reserves to fund specific projects and liabilities as they are developed or identified. An overall change management reserve is maintained to fund projects aimed at increasing efficiency and improving or changing services. The Authority has little recourse to capital funds aside from borrowing and as such these earmarked reserves are also used to assist in meeting the financial demands arising from larger projects.

Reserve	Balance at 31/03/22 £000	Purpose
General Reserves	3,000	General financial resilience
Change Management Reserve	10,255	To fund projects aimed at efficiency, service improvement and change
PFI Equalisation Reserve	3,504	To balance out timing difference in grants and costs of the PFI Training Centre project at Cardiff Gate
Managed Under Spend Reserve	115	To meet costs of ongoing projects falling into the next financial year
Joint Control Lease Reserve	300	To finance the contribution to the Joint Control Facility in Bridgend
Total Revenue Reserves	17,174	

Treasury Management Strategy

The objective of the Authority's treasury management is to ensure that the Authority's cash, borrowing and investments are appropriately and efficiently managed within agreed financial and legislative parameters.

The Authority is required to have regard to the Chartered Institute of Public Finance and Accountancy (CIPFA) Codes covering such activities. In accordance with the Code, the Authority procures and retains the services of an external Treasury Management Advisor.

Reports on the Authority's Strategy and agreed parameters are approved prior to the commencement of each financial year. A half year progress report is made during the year and an annual report is received at the completion of each year end outlining performance and compliance.

Temporary borrowing is undertaken to fund short term cash flow deficits with long term borrowing being used to fund the Authority's capital requirements. Given the recent history of low interest rates, the Authority continues to pursue a policy of utilising internal cash balances (Internal borrowing) to minimise external interest costs. Forecasts for the UK and World economy are kept under review to determine if this strategy should change in response to potential interest rate rises.

The Authority's Capital Financing Requirement is the measure of its need to borrow to fund its capital requirements. This is forecast at £46.7m at March 2022 with external borrowing being estimated at £35.2m. The difference of £11m represents internal borrowing and the exposure of the Authority to increasing interest rates should it need to borrow externally. This exposure is forecast to remain constant to March 2024.

Exposure to increasing interest rates is mitigated by having a portfolio of external loans at fixed rates maturing over a range of short, medium and long dates. The profile of the Authority's debt maturity provides certainty over borrowing costs with around 50% maturing after 10 years or more.

Investment activity is minimised by the current borrowing strategy. However, when cash flow dictates, short term cash investments are made to approved counterparties to generate income.

Further detail on the relevant forecasts can be found in the Authority's approved Treasury Management Strategy.

Asset Management Plan

The Authority operates within fire and rescue stations, offices, workshops, training facilities and control room accommodation. At these sites, to assist us in delivering our service to the public, we also hold many assets, ranging from our fleet of emergency response and support vehicles, operational plant and equipment, ICT equipment and other minor assets (such as office and station furniture, specialist clothing etc.).

For us to properly manage these assets it is necessary for the Service to have an Asset Management Strategy. This ensures that our assets are still fit for purpose and relevant for evolving service needs and changing legislative requirements. In addition, as a large public sector owner of assets there is an overarching requirement for us to ensure value for money in the management and maintenance of these assets. To this end, our Asset Management Strategy determines the high-level priorities where financial resources are to be targeted to meet service requirements.

Our Asset Management Strategy is supported by several management plans which provide the detail upon how our assets will be managed. These include:

- Land & Buildings
- Fleet
- Plant & Equipment
- ICT
- Minor Assets
- Procurement

These Operational Equipment Plans are an essential tool in how we manage our operational equipment assets. Regular reviews of our equipment are essential to ensure that it is still fit for purpose and suitable for our evolving service needs and changing legislative requirements.

As part of the public sector there is a responsibility for us to ensure value for money is obtained when we procure and maintain operational equipment. We also have a duty to ensure the health and safety of operational personnel using the equipment and that the equipment we provide is fit for purpose.

Capital Programme

Capital investment in assets is required to maintain an effective operational response and accordingly a planned capital programme exists. The Fire Authority has little recourse to capital funding other than from self-financed borrowing and capital receipts from the disposal of surplus assets and accordingly, the financing costs of the programme fall on the revenue budget. Affordability is therefore key in making decisions about the level of investment that can be undertaken.

The programme contains elements to fund new or replacement assets as well as repairs and preventative maintenance for existing assets. The programme broadly covers the following categories of investment:

Property	Site acquisitions, new build, refurbishment and planned maintenance
Vehicles	Operational appliances and light vehicles
Equipment	Operational equipment including PPE
ICT	Hardware and software

Collaboration

Collaborative working with partner agencies is seen as a priority. This includes other emergency services, local authorities and the third sector in Wales but also other service providers on a national level. This collaboration delivers efficiency but also resilience which is especially important in a world subject to emerging global threats such as climate change and terrorism.

The service continues to seek other collaborative opportunities to improve outcomes for the population of South Wales but also to make efficiency savings.

National Issues Committee and Welsh Government (NIC)

All three Fire and Rescue Authorities in Wales have one common objective which is a safer Wales. The NIC was formed to actively promote and enable collaboration between the Services but also across the wider Welsh public sector. It also aims to achieve objectives detailed in Welsh Government strategic policies and programmes.

The aim of the NIC is to deliver measurable improvements, including greater efficiency and a more citizen focused service. There are currently eleven work streams:

- Business continuity
- Control
- Community risk reduction
- Common & specialist services
- Fleet & transport
- Health & safety
- Human resources
- ICT (shared services)
- Operations
- Procurement
- Training & development

Partnership with other 'blue light' services

There are obvious synergies between the work of the Service and that of other 'blue light' services across South Wales. Emergency services are often attending the same incidents in the same localities and can in certain circumstances provide resources to assist one another. These resources include employees, property and other assets.

Co-location of services within properties has begun to achieve cost efficiencies. A good operational example is Abertillery Fire Station which is now a tripartite facility housing police, fire and ambulance personnel.

The service is currently engaged with Mid and West Wales in delivering a joint control facility within the South Wales Police HQ. This facility was developed with a business plan to save around £1m per annum in running costs.

Recently the Service has been trialling an emergency medical response service. Fire service personnel and assets are now responding to certain categories of medical emergencies alongside paramedics and ambulances.

Partnership with local authorities and the third sector

The Service often comes face to face with the same service users of local authorities and the active third sector operating in the area. This provides opportunities to join up service provision when interfacing with service users and members of the public in many communities.

Prevention activities are key in reducing risks for everybody within the Service Area and activities are now focussed on providing information and advice and sharing information across a wide range of operational front-line services.

Workforce Strategy

The Authority employs around 1,800 staff as both operational firefighters and a range of professional and supporting roles. The nature of the Service means that 75% of expenditure is on staff or staff related budgets and there is a high expenditure on training and related matters.

The Service is part of collective bargaining agreements with both uniformed (grey book) and non-uniformed (green book) Trade Unions. Staff communication and engagement is high on the priorities of the Service to ensure staff fully understand the plans, rationale and motives of the Service.

Given the high percentage of staff costs, efficiencies or budget cuts inevitably impact on staffing levels. The Service tries to avoid redundancies wherever possible by using retirement and natural staff turnover to reduce numbers if required.

The Service has recently implemented its new Job Evaluation Scheme for Green Book staff which provides a sound basis for future assessments of salary levels.

The Service has obtained Investors in People (IIP) accreditation and has also achieved a new award focusing on staff wellbeing. The Service has received a Gold People Award and a Silver Wellbeing Award for its supportive culture, passion to improve and develop, focus on wellbeing and a commitment to protecting the communities of South Wales.

Risk Management

The Fire & Rescue Service National Framework for Wales and the Wales Programme for Improvement Framework requires the Service to consider risk management whilst discharging its statutory duties and consider the risks facing the organisation when making strategic decisions.

Risk Management Framework

A risk is an event that has the potential to help or hinder the achievement of a strategic objective or the delivery of core business. All risks are rated as manageable (low), material (medium) or significant (high).

Directors, department heads and team leaders are responsible for identifying risks during the business planning process and taking the appropriate actions to manage or mitigate risk within their areas. Only risks that impact upon the achievement of a strategic objective or delivery of core business are monitored via the Corporate Risk Register. The Senior Management Team formally reviews the Corporate Risk Register on a regular basis and endorses the inclusion of any new or emerging risks identified.

Financial Risks

The Service's current and future financial position and adequacy of resources are subject to regular review.

Budget monitoring is regularly undertaken with resources prioritised on key risk areas. Monitoring operates on a devolved and centralised model with budget holders across the Service at various levels of the organisation. The Service's Standing Orders and Financial Regulations set out procedures, roles and responsibilities to ensure accountability.

Key specific financial risks within the Strategy and Plan include:

- The national economy and public finances
- The level of interest rates and the cost of borrowing
- Variations in Inflation assumptions - 1% of pay equals £0.6m and 1% of price equals £0.2m
- Failure to deliver or late delivery of budget savings
- Project delays
- Withdrawal of key funding streams by Government
- The cost of pensions

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THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 6.ii
26 SEPTEMBER 2022

REPORT OF ACO PEOPLE SERVICES

INDEPENDENT PAY REVIEW – PRINCIPAL OFFICERS’ REMUNERATION**THIS REPORT IS FOR DECISION**REPORT APPROVED BY THE ACO DIRECTOR OF PEOPLE SERVICES
PRESENTING OFFICER ALISON REED, ACO DIRECTOR OF PEOPLE
SERVICES**SUMMARY**

The review of Brigade Manager/Principal Officers’ remuneration was requested by Fire Authority Members following the completion of the Job Evaluation exercise for Green Book employees in July 2021. In December 2021 Total Reward Projects (TRP) were commissioned to undertake the review of Principal Officer pay. TRP presented their report to the HR & Equalities Committee in January 2022 and the Fire Authority in March 2022 where it was agreed that further consideration should be given at the July 2022 meeting. In July, Members discussed the report and recommended an increase of 4.5% to the Chief Fire Officer’s salary. The recommendation was subsequently referred to the Independent Remuneration Panel for Wales (IRPW), for consideration at its 1 September meeting. This report shares IRPW’s response and confirms next steps.

RECOMMENDATION

1. That Members acknowledge the letter dated 18 August 2022 from Welsh Government at Appendix 1 which confirms that the remit of the IRPW does not include reviewing Chief Fire Officers remuneration and that the guidance has been changed to reflect this.
2. That Members acknowledge the e-mail at Appendix 2 which also confirms the change to the guidance and that there is no longer a requirement for the IRPW to review proposals relating to the salary of the Chief Fire Officer.
3. In light of 1 and 2 above and to reflect the decision reached at the July Fire Authority meeting, Members agree that the salary of the Chief Fire Office is increased by 4.5%, effective from 1 July 2022, which is the date of the decision reached by Fire Authority. Thereafter, that the effective date of implementation of the annual pay review undertaken by the Fire Authority is 1 July.
4. That a further piece of work is commissioned immediately on Principal Officer pay as requested by the Fire Authority at its July 2022 meeting.

1. BACKGROUND

- 1.1 The Fire and Rescue National Framework for Wales sets out the Welsh Assembly Government's vision and priorities for the three Fire & Rescue Authorities in Wales and confirms the statutory duties placed upon the Fire & Rescue Authorities and the wider role they have to play in ensuring continuous improvement of public services.
- 1.2 The National Joint Council (NJC) for Brigade Managers of Fire & Rescue Services' Constitution and Scheme of Condition of Service (The Gold Book) outlines a two track approach for determining levels of pay for Brigade Manager (BM) roles. The two track approach comprises, at national level, the NJC will undertake an annual review of the level of pay increase applicable to all those covered by the agreement. All other decisions about the level of pay and remuneration are to be undertaken by the local Fire & Rescue Authority.
- 1.3 It is noted that the South Wales Fire & Rescue Authority Pay Policy document states that Principal Officers' (PO) remuneration shall be reviewed annually by the local Fire & Rescue Authority and that the HR & Equalities Committee is assigned to consider PO remuneration and report its findings to the full Fire & Rescue Authority for final determination. The National Joint Council for Brigade Managers of Fire & Rescue Services' Constitution and Scheme of Conditions of Service states there is a two-track approach to determining PO remuneration, as outlined above; one of these is a local review undertaken by the FRA.
- 1.4 When determining the appropriate level of salaries for all Brigade Managers/Principal Officers, the Fire & Rescue Authority should refer to the relevant minimum salary of the Chief Fire Officer and the most relevant benchmark data. Normally the Fire & Rescue Authority will wish to begin by determining appropriate salary for their most senior manager.
- 1.5 When deciding how these posts should be remunerated the following factors are to be considered:
 - The Chief Fire Officer's salary and that of any senior staff not covered by the Scheme of Conditions of Service (Gold Book);
 - The relationship of current salary to an appropriate illustrative national benchmark;
 - Any special market considerations;

- Any substantial local factors not common to fire & rescue authorities of similar type and size, eg London weighting; complex local, regional or national responsibilities which bring added value;
- Comparative information to be supplied on request by the Joint Secretaries on salaries in other similar authorities;
- Senior management structures and size of management team compared to those of other fire & rescue authorities of similar type and size;
- The relative job size of each post, as objectively assessed through an appropriate job evaluation process or otherwise; and
- Strategic Incident Command responsibility and the requirement to provide operational cover within the employing authority and beyond on a continuous duty system.

2. ISSUES

- 2.1 As outlined in previous reports, Brigade Manager/Principal Officers' pay was last reviewed by the Fire Authority in May 2004 with decisions ratified at the November 2004 Fire Authority meeting.
- 2.2 In July 2022, Members reviewed the independent report from TRP and recommended an increase of 4.5% to the Chief Fire Officer's salary and also confirmed that further work should be carried out to inform a follow up report on Principal Officers' pay. In doing so it is proposed that the work includes a review of the pay construct comprising the remuneration matrix to establish if it remains fit for purpose. The outcome of this work, once completed, would be presented to HR & Equalities Committee. Thereafter, a full review of Principal Officers' pay would be carried out on an annual basis.

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	No	Governance & Audit	No
Corporate Risk	No	Service Policy	Yes
Information Management	No	National Policy	No

3.2.1 The Localism Act includes the provision of general powers for stand-alone Fire & Rescue Authorities with a requirement to publish a Pay Policy Statement each year.

3.3 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

3.3.1 The budget for 2022/23 was set on existing establishment and salary arrangements together with assumptions around pay increases that may be agreed during the year. The revised base salary costs amount to an additional £35,043 (this figure is subject to on-costs) and will be accommodated within existing budgets with a reassessment of the baseline budget from 2023/24.

4. EVALUATION & CONCLUSIONS

4.1 The Pay Policy Statement sets out the key principles that must be adhered to in establishing pay levels and in approving pay related allowances. It also sets the requirement for HR & Equalities Committee to review Brigade Manager/Principal Officer pay and report their recommendation to the Fire & Rescue Authority.

4.2 There is no longer a requirement to obtain a decision from the IRPW following the Fire Authority's review of Principal Officer remuneration. This has been confirmed in a letter from Welsh Government and also an e-mail from the IRPW secretariat. Decisions in relation to the

remuneration of the Chief Fire Officer therefore sit solely with the Fire and Rescue Authority.

5. RECOMMENDATIONS

- 5.1 That Members acknowledge the letter dated 18 August 2022 from Welsh Government at Appendix 1 which confirms the remit of the IRPW does not include reviewing Chief Fire Officers remuneration and that the guidance has been changed to reflect this.
- 5.2 That Members acknowledge the e-mail at Appendix 2 which also confirms the change to the guidance and that there is no longer a requirement for the IRPW to review proposals relating to the salary of the Chief Fire Officer.
- 5.3 In light of 1 and 2 above and to reflect the decision reached at the July Fire Authority meeting, Members agree that the salary of the Chief Fire Office is increased by 4.5%, effective from 1 July 2022, which is the date of the decision reached by Fire Authority. Thereafter, that the effective date of implementation of the annual pay review undertaken by the Fire Authority is 1 July.
- 5.4 That a further piece of work is commissioned immediately on Principal Officer pay as requested by the Fire Authority at its July 2022 meeting.

Contact Officer:	ACO People Services
Background Papers	Appendix 1 – Letter from Welsh Government Appendix 2 – E-mail from IRPW

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**"Confirmation the remit of the IRPW does not include reviewing
Chief Fire Officers Remuneration"**



Llywodraeth Cymru
Welsh Government

Huw Jakeway
Chief Fire Officer
South Wales Fire & Rescue Service

Sent by e-mail

18 August 2022

Dear Huw

**Updated guidance to the Independent Remuneration Panel for Wales - Section
143A, Local Government Measure (Wales) 2011**

Section 143A of the Local Government (Wales) Measure 2011 (the Measure) as amended by the Local Government and Elections (Wales) Act 2021 (the Act) provides the Independent Remuneration Panel for Wales ("the Panel") with functions in relation to the remuneration of chief executives.

The provisions were extended temporarily in 2015 in advance of proposed principal council mergers to all chief officers. The intention, at that time was to prevent pay inflation as part of the merger process. The approach to mergers is now based on voluntary mergers between local authorities and these temporary arrangements no longer exist. As a result, the current guidance is out of date and does not reflect the Panel's current powers. The guidance is potentially misleading as it implies the guidance applies to chief fire officers and FRAs, which is not the case.

The attached guidance has been updated to reflect the current situation, which is that the Panel's functions in relation to Chief Executive remuneration relates only to Chief Executives of principal councils.

The Minister for Finance and Local Government has agreed, given the circumstances, a short technical consultation, of four weeks is to take place with the Panel, The Welsh Local Government Association and The Society of Local Authority Chief Executives and Senior Managers.

I would be grateful if you could provide any comments, observations, or points of clarification by close of play on **15 September 2022**. These should be sent to lgdtmailbox@gov.wales.

Alternatively, if you would like to discuss the amended guidance, we would be happy to arrange a meeting for that purpose. This can be taken forward by contacting Sarah Warne.



Llywodraeth Cymru
Welsh Government

This letter constitutes the beginning of the four-week consultation period which will begin on 18 August and end on 15 September 2022.

Yours sincerely,

Lisa James
Local Government Democracy Division
Department for Local Government
Welsh Government

"Confirmation of the change to the guidance and no longer a requirement for the IRW to review proposals relating to the salary of the Chief Fire Officer"

Good afternoon Alison

Just by way of an update. There has been amended guidance on the role of the Panel in considering proposals from Fire and Rescue Authorities in relation to the Chief Officer posts.

This guidance is currently out for a four week consultation and would have been sent to the Chief Fire Officer last month – the consultation closes on 15 September.

This means that there is no requirement for you to send in any proposals relating to the salary of the Chief Fire Officer – it is now not within the remit of the Panel.

I discussed with the Panel at their meeting this morning and they agreed that I could provide you with an update.

Please come back to me if you have any queries.

Best wishes
Leighton

Mr Leighton Jones
Ysgrifenyddiaeth Panel Annibynnol Cymru ar Gydnabyddiaeth Ariannol -
Secretariat to the Independent Remuneration Panel for Wales
Democratiaeth, Amrywiaeth, a Chydnabyddiaeth Ariannol - Democracy, Diversity
and Remuneration
Y Grŵp Adfer wedi Covid a Llywodraeth Leol - Covid Recovery & Local
Government Group
Llywodraeth Cymru - Welsh Government

[Rheoliad Cyffredinol ar Reoli Data](#)

Dan y Rheoliad Cyffredinol, mae gennym ddyletswydd gyfreithiol i ddiogelu unrhyw wybodaeth bersonol a gasglwn gennych chi. Rydym yn defnyddio technolegau newydd a meddalwedd amgryptio i ddiogelu eich data, ac yn cadw safonau diogelwch llym er mwyn rhwystro unrhyw fynediad heb ei awdurdodi atynt.

Nid ydym yn trosglwyddo eich manylion i unrhyw drydydd parti nag unrhyw adran arall o'r Llywodraeth.

[GDPR](#)

Under GDPR, we have a legal duty to protect any personal information we collect from you. We use leading technologies and encryption software to safeguard your data, and keep strict security standards to prevent any unauthorised access to it.

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AGENDA ITEM NO 7

Reports for Information

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THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO.7.i.
26 SEPTEMBER 2022

REPORT OF THE T/HEAD OF FINANCE, PROCUREMENT & PROPERTY

2021/22 ANNUAL TREASURY MANAGEMENT REVIEW**THIS REPORT IS FOR INFORMATION**REPORT APPROVED BY THE TREASURER
PRESENTING OFFICER LISA MULLAN, T/HEAD OF FINANCE, PROCUREMENT
& PROPERTY**SUMMARY**

To consider the results of treasury management activities for the year ending 31 March 2022, in accordance with the Authority's approved Treasury Management Strategy for 2021/22.

RECOMMENDATION

That the Fire & Rescue Authority note the annual treasury management review for 2021/22, and approve the actual prudential and treasury indicators set therein.

1. BACKGROUND

1.1 There is a statutory and regulatory obligation for the Authority to comply with the reporting requirements detailed in Appendix 1. An 'Annual Treasury Management Review Report' is required to be presented to full Authority as soon after the close of the financial year as is practicable or by the 30 September at the latest. The purpose of this is to compare the actual position to the treasury management strategy statement (TMSS) set in advance of the year to confirm or otherwise, compliance and assess performance.

2. ISSUE

2.1 Effective treasury management can be measured by its budget impact i.e financing costs and investment income, organisational solvency and cash flow.

2.2 The Authority can receive bank deposits in excess of £90 million any one year and monthly bank payments can total as much as 8 million and is dependant on a number of factors. The timing of these cash flows can be uncertain and as such, it is imperative that the flow of cash in and out of Authority bank accounts is managed to support budget strategies and minimise risk.

- 2.3 The Authority has a number of banking providers, i.e. Lloyds, Barclays and NatWest. The main banking contract was awarded to Lloyds in February 2020 following a successful tender process. The remaining two providers are used as contingency accounts, used to manage funds surplus to the agreed counter party limits set by Members within the strategy, i.e. £10 million.
- 2.4 Appendix 1 provides Members with more detail on the capital investment activity for the year, how this is financed and the impact on the Authority's indebtedness, the year end treasury position and various prudential and treasury indicators.

3. FINANCIAL IMPLICATIONS

3.1 Borrowing Outturn

The Authority maintains a competitive, average debt book rate of approx 3.83% which is the same as 2020/21. Interest on borrowing is £1.12 and £1.01 million for 2020/21 and 2021/22 respectively. The current borrowing strategy is to utilise the Authority's cash reserves in the first instance and to undertake external borrowing for long term investment.

3.2 Investment Outturn

There were no investments made during the year as cash surpluses were used to fund capital spending. Investment returns in 2021/22 were better than 2020/21 at £10k in comparison with £2k in 2020/21.

4. IMPLICATION

4.1 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	No
Safeguarding	No
Consultation and Communications	No
Consultation with Representative Bodies	No
Impact Assessment	No

4.2 Regulatory, Strategy and Policy

Legal	No
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

4.3 Resources, Assets and Delivery

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

5. RECOMMENDATION

- 5.1 That the Fire & Rescue Authority note the Annual Treasury Management Review for 2021 / 22 and approve the actual prudential and treasury indicators set therein.

Contact Officer:	Lisa Mullan T/Head of Finance, Procurement & Property
Background Papers	- CIPFA Code Treasury Management - CIPFA Prudential Code - Treasury Management Strategy - Capital Outturn Report - Annual statement of Account - Treasury Management Practices (TMP's)

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Annual Treasury Management Review

2021/22

Purpose

This Authority is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2021/22. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

During 2021/22 the minimum reporting requirements were that the full Authority should receive the following reports:

- an annual treasury management strategy in advance of the year reported to Fire Authority 22 March 2021
- a mid-year treasury update report reported to Fire Authority 20 December 2021
- an annual review following the end of the year describing the activity compared to the strategy, (this report)

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Authority's policies previously approved by members.

This Authority confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Finance, Audit & Performance Management Scrutiny / Committee before they were reported to the full Authority.

Executive Summary

During 2021/22, the Authority complied with its legislative and regulatory requirements. The Treasurer also confirms that no new borrowing was undertaken in the year and the statutory borrowing limit, (the authorised limit), was not breached.

The financial year 2021/22 continued the challenging investment environment of low investment returns and as a result, formal investments were not made which assisted in maintaining the treasury strategy and a position of internal borrowing in the short term.

Introduction and Background

This report summarises the following:-

- Summary position
- Capital activity during the year;
- Impact of this activity on the Authority's underlying indebtedness, (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Authority has borrowed in relation to this indebtedness, and the impact on investment balances;

Summary Position

Capital, Financing & Prudential Indicators	2020/21 Outturn	2021/22 Outturn	2021/22 Estimate
Opening CFR	41,465	41,630	45,538
Capital Spending	3,587	3,854	7,810
CERA	-203	-200	-250
Capital Receipts	0	-189	0
Capital Grant	-69	-357	0
Revenue Reserves	-17	0	0
Borrowing requirement for the year	3,298	3,108	7,560
Repayment of Debt			
MRP	-2,903	-2,833	-3,084
MRP on PFI	-229	-365	-365
Closing CFR	41,630	41,541	49,649
Movement in closing CFR	166	-89	-4,111
Gross borrowing at start of year	26,478	29,062	29,477
New borrowing	5,000	0	2,000
Loan repayments	-2,416	-916	0
Gross borrowing at end of year	29,062	28,147	31,477
Other long term liabilities i.e. pfi and leases	4,462	4,097	4,097
Gross Debt	33,524	32,244	35,574
Under/Over borrowed (Gross debt vs CFR)	8,106	9,297	14,075
Movement in OLTL from year to year	-229	-365	-365
*Other long term liabilities added to loans must be less than CFR			

The Authority's Capital Expenditure and Financing

The Authority undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Authority's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table above shows the actual capital expenditure and how this was financed.

The Authority's Overall Borrowing Need

The Authority's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR) and is a gauge of the Authority's indebtedness. The CFR results from the capital activity of the Authority and resources used to pay for the capital spending. It represents the 2021/22 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Authority's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the Finance team organises the Authority's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies such as the Public Works Loan Board [PWLB], or as in 2021/22, utilising temporary cash resources from within the Authority.

The Authority's CFR is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Authority is required to make an annual revenue charge, called the Minimum Revenue Provision (MRP), to reduce the CFR and is effectively a repayment of the borrowing need.

The CFR can also be reduced by:

- the application of additional capital financing resources, i.e. capital receipts; or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The Authority's 2021/22 MRP Policy, as required by Welsh Government Guidance, was approved as part of the Treasury Management Strategy Report for 2021/22.

The Authority's CFR for the year is shown in the table above, and represents a key prudential indicator. It includes PFI on the balance sheet, which increases the Authority's borrowing need although no borrowing is required as a borrowing facility is included in the contract.

Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

In order to ensure that borrowing levels are prudent and are only for a capital purposes, the Authority should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2021/22) plus the estimates of any additional capital financing requirement for the current (2022/23) and next two financial years. This essentially means that the Authority is not borrowing to support revenue expenditure. The table above highlights the Authority's gross borrowing position against the CFR and that the Authority has complied with this prudential indicator.

The authorised limit is the "affordable borrowing limit" required by s3 of the Local Government Act 2003. Once this has been set, the Authority does not have the power to borrow above this level. The table below demonstrates that during 2021/22 the Authority has maintained gross borrowing within its authorised limit.

The operational boundary is the expected borrowing position of the Authority during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital, i.e. borrowing and other long term obligations net of investment income, against the net revenue stream. The below table shows the financing costs are less than anticipated as a result of no new borrowing being taken in the year.

	2021/22 £000's
Authorised limit	45,000
Maximum gross borrowing position during the year	21,062
Operational boundary	40,000
Financing costs as a proportion of net revenue stream estimate	6.71%
Financing costs as a proportion of net revenue stream actual	5.91%

Treasury Position as at 31st March 2022

The Authority's treasury management debt and investment position is organised by the finance team in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the Authority's Treasury Management Practices. At the end of 2021/22 the Authority's treasury, (excluding borrowing by PFI and finance leases), position was as follows:

Borrowing	21/22
<u>PWLB</u>	
Opening Principal	29,040,744.88
New Borrowing	0.00
EIP Principal Repaid	-401,899.42
Maturity Principal Repaid	-500,000.00
Closing Principal	28,138,845.47
<u>Salix</u>	
Opening Principal	20,750.01
New Borrowing	0.00
EIP Principal Repaid	0.00
Maturity Principal Repaid	-13,833.34
Closing Principal	6,916.67
<u>Total</u>	
Opening Principal	29,061,494.89
New Borrowing	0.00
EIP Principal Repaid	-401,899.42
Maturity Principal Repaid	-513,833.34
Closing Principal	28,145,762.14
Total principal paid	-915,732.76

The maturity structure of the debt portfolio as at 31 March 2022, was as follows:

Maturing Within	PWLB Principal £	Average Rate %	Non-PWLB £	Total £
Less than 1 year	1,401,899.42	4.36	6,916.67	1,408,816.09
over 1 not over 2 years	1,382,819.41	4.44	0.00	1,382,819.41
over 2 not over 5 years	4,616,218.27	4.76	0.00	4,616,218.27
over 5 not over 10 years	8,637,908.34	3.43	0.00	8,637,908.34
over 10 not over 15 years	12,100,000.00	3.63	0.00	12,100,000.00
Total	28,138,845.44	3.83	6,916.67	28,145,762.11

Deposits were as follows;

Period	Barclays	Lloyds	Closing Current Acc balance	BOE RATE	Current Account Rate	INTEREST DUE	INTEREST RECVD
Apr-21	10,000,228	7,613,631	17,613,858	0.10%	0.00%	N	0
May-21	10,000,638	7,883,546	17,884,184	0.10%	0.00%	N	0
Jun-21	10,293,879	6,324,333	16,618,212	0.10%	0.00%	N	0
Jul-21	10,589,504	4,354,482	14,943,986	0.10%	0.00%	N	0
Aug-21	10,783,501	3,630,936	14,414,437	0.10%	0.00%	N	0
Sep-21	5,051,267	8,277,023	13,328,290	0.10%	0.00%	N	0
Oct-21	5,491,019	6,439,788	11,930,807	0.10%	0.00%	N	0
Nov-21	5,491,019	6,439,788	11,930,807	0.10%	0.00%	N	0
Dec-21	1,933,677	7,030,982	8,964,659	0.25%	0.15%	Y	995
Jan-22	2,196,666	8,393,635	10,590,301	0.25%	0.15%	Y	1,632
Feb-22	4,196,729	6,529,695	10,726,424	0.25%	0.15%	Y	2,292
Mar-22	1,000,000	6,273,258	7,273,258	0.75%	0.65%	Y	5,649

Investment returns remained close to zero for much of 2021/22 and the expectation for interest rates within the treasury management strategy for 2021/22 was that Bank Rate would remain at 0.1% until it was clear to the Bank of England that the emergency level of rates introduced at the start of the Covid-19 pandemic were no longer necessitated.

The Bank of England and the Government also maintained various monetary and fiscal measures, supplying the banking system and the economy with massive amounts of cheap credit so that banks could help cash-starved businesses to survive the various lockdowns/negative impact on their cashflow. The Government also supplied huge amounts of finance to local authorities to pass on to businesses. This meant that for most of the year there was much more liquidity in financial markets than there was demand to borrow, with

the consequent effect that investment earnings rates remained low until towards the turn of the year when inflation concerns indicated central banks, not just the Bank of England, would need to lift interest rates to combat the second-round effects of growing levels of inflation (CPI was 6.2% in February).

Investment balances have been kept to a minimum through the agreed strategy of using reserves and balances to support internal borrowing, rather than borrowing externally from the financial markets. External borrowing would have incurred an additional cost, due to the differential between borrowing and investment rates as illustrated in the charts shown above and below. Such an approach has also provided benefits in terms of reducing counterparty risk exposure, by having fewer investments placed in the financial markets.

There have been no changes to the Authority's risk appetite and there has been no debt re-scheduling during the year as the average debt rate remains low at 3.83%.

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THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN**SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.ii
26 SEPTEMBER 2022

REPORT OF THE ASSISTANT CHIEF FIRE OFFICER - TECHNICAL SERVICES

HEALTH, SAFETY AND WELLBEING ANNUAL REPORT 2021/2022**THIS REPORT IS FOR INFORMATION**REPORT APPROVED BY THE ASSISTANT CHIEF FIRE OFFICER – TECHNICAL SERVICES
PRESENTING OFFICER T/ACFO NIGEL WILLIAMS**SUMMARY**

The Health, Safety and Wellbeing report for 2021/2022 provides a summary of the key activities undertaken and the performance of South Wales Fire and Rescue Service in the area of Health, Safety and Wellbeing.

RECOMMENDATIONS

Members accept the report on the performance of South Wales Fire & Rescue Service in the area of Health, Safety and Wellbeing.

Members note the overall success achieved during 2021/2022 in the delivery of an environment that is supportive of the Health, Safety and Welfare of staff, especially during the recent pandemic.

Members 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.

1. BACKGROUND

- 1.1 The annual report offers a common format to review performance of the South Wales Fire and Rescue Service over a five year period. It also provides data to assist with the development of safety policies and procedures.
- 1.2 The Health and Safety performance of the Service is monitored by the enforcing authority, the Health and Safety Executive (HSE) and other external agencies.
- 1.3 Although the accident and near miss statistics provide a reactive measure, the data enables Service Managers to identify trends, establish additional control measures and identify opportunities for improvement.

- 1.4 The Covid-19 pandemic has provided a significant leadership challenge for the Service. There has been a complex landscape of frequently changing Legislation and Guidance relating to developing workplaces that are Covid secure. The Service has responded well to this challenge and demonstrated a flexibility in approach which has led us to continue to deliver essential Services to the public to a high standard.

2. ISSUE

- 2.1 The Health and Safety report covers the period from 1 April 2021 to 31 March 2022 (Appendix 1). The report indicates statistical returns on accidents and injuries during this period. Additionally, the report indicates initiatives undertaken to ensure legal compliance and the creation as far as reasonably practicable of a safe working environment for the Service's personnel.
- 2.2 There were 9 Reports of Injuries Diseases and Dangerous Occurrences (RIDDOR) during the year, a reduction of 1 on the previous year.
- 2.3 There was a total of 44 reported accidents in 2021/22, a reduction of 2, but remains a relatively low accident rate for an Emergency Service the size of South Wales Fire and Rescue Service.
- 2.4 There was a total of 384 days lost due to accidents in the workplace. This presents a significant reduction of 64 per cent (683) on the previous year. These absences are due to a small number of incidents including injuries such as soft tissue damage and lower limb injuries.
- 2.5 The number of near miss reports has decreased from 44 in 2020/21 to 35 in 2021/22.
- 2.6 All workplace inspections for 2021/22 were conducted in accordance with Service Policy.
- 2.7 The National Fire Chiefs Council (NFCC) workstream on Health and Safety has enabled us to continue to benchmark performance across Wales.
- 2.8 South Wales Fire and Rescue Service continue to be proactive in supporting a variety of Health and Wellbeing initiatives targeted towards addressing mental health challenges in the workplace.
- 2.9 Positive Representative Body consultation and engagement are undertaken via the Health and Safety Committee which meets quarterly.

- 2.10 The Health & Safety Team work collaboratively on an All Wales FRS basis sharing best practice and the comparison of statistics and data.

3. IMPLICATIONS

3.1 Community and Environment

Equality, Diversity and Inclusion	Yes
Welsh Language	Yes
Well-Being Of Future Generations (Wales) Act	Yes
Socio Economic Duty	Yes
Sustainability / Environment / Carbon Reduction	Yes
Safeguarding	Yes
Consultation and Communications	Yes
Consultation with Representative Bodies	Yes
Impact Assessment	Yes

3.2 Regulatory, Strategy and Policy

Legal	Yes
Financial	Yes
Procurement	Yes
Corporate Risk	Yes
Information Management	Yes
Data Protection / Privacy	Yes
Health, Safety and Wellbeing	Yes
Governance & Audit	Yes
Service Policy	Yes
National Policy	Yes

3.3 Resources, Assets and Delivery

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

4. RECOMMENDATIONS

- 4.1 Members accept the report on the performance of South Wales Fire & Rescue Service in the area of Health, Safety and Wellbeing.

- 4.2 Members note the overall success achieved during 2021/22 in the delivery of an environment that is supportive of the Health, Safety and Welfare of staff, especially during the recent pandemic.
- 4.3 Members 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.

Contact Officer:	Nigel Williams Temporary ACFO Technical Services	
Background Papers	Date	Source / Contact
None		

Appendices	
Appendix 1	Health, Safety & Wellbeing Annual Report 2021-22



Gwasanaeth Tân ac Achub
De Cymru

South Wales
Fire and Rescue Service

APPENDIX 1

Health, Safety and Wellbeing Annual Report 2021-22



Summary Statement from T/ACFO Nigel Williams

It is very encouraging to note the success of the Health, Safety and Wellbeing department over the last year. The department like others within the organisation has had to adjust working practices in order to cope with the challenges of the pandemic. In addition to this we have faced our own internal challenges through loss of staff through long term absence and staff leaving the organisation. The staff have remained resilient and focussed ensuring our working environment is as safe as it can be.

Adjusting our working practices has enabled us to continue to deliver the outputs expected by the Service. More recently our staff have been back out on stations and supporting our operational staff in maintaining a safe and healthy workplace. We have attended training events and provided critical advice/guidance to our staff including risk assessments and other general advice.

In relation to accidents and accident investigation, we are committed to investigating all Injuries and Near Misses, with a view to delivering timely recommendations, to mitigate any future issues. We are adapting our accident reporting procedures to streamline the process to achieve outcomes within reduced timelines.

I would like to thank all who have participated in the Health and Safety Committee, and a further thank you to the Fire Authority who have continually supported our agenda. We have worked closely with Representative Bodies to ensure the safety of all staff. The Service is fully committed to the Fire Brigades Union campaign around contaminants and continues to seek ways to reduce risk to our firefighters, through innovation and improvement.

As a Fire and Rescue Service we often find ourselves in difficult and challenging situations. We recognise that our people are our greatest asset and their safety is critical to all we do. I would like to thank you all for your continued commitment to Health, Safety and Wellbeing of all our staff. This commitment will ensure all our staff can work in an environment where all risk is reduced to a minimum.

Your Health Safety and Wellbeing Team



Martin Hole
Health, Safety and Wellbeing Manager



Hannah Owen
Assistant Health, Safety and Wellbeing Manager



Joanna Wilcox
Health, Safety and Wellbeing Officer



Jessica Davies
Health, Safety and Wellbeing Officer

Introduction

South Wales Fire and Rescue Service Health, Safety and Wellbeing Team, submit to the Fire Authority the Health, Safety and Wellbeing report for the year 2021/22. The report is a summary of Health and Safety activities and performance from across the Service covering the period from April 1st 2021 – March 31st 2022.

In addition to the provision of statistical information, the report contains reference to other work carried out within the Health and Safety field. Due to the ongoing impact of the Coronavirus Pandemic and a temporary restructure in the team to allow for covering a long-term absence, there was a knock-on effect to the work streams against the previous year's plans, including work which would normally be carried out in collaboration with the other two Fire and Rescue Services in Wales. This challenge was anticipated in the 2020/21 Annual report.

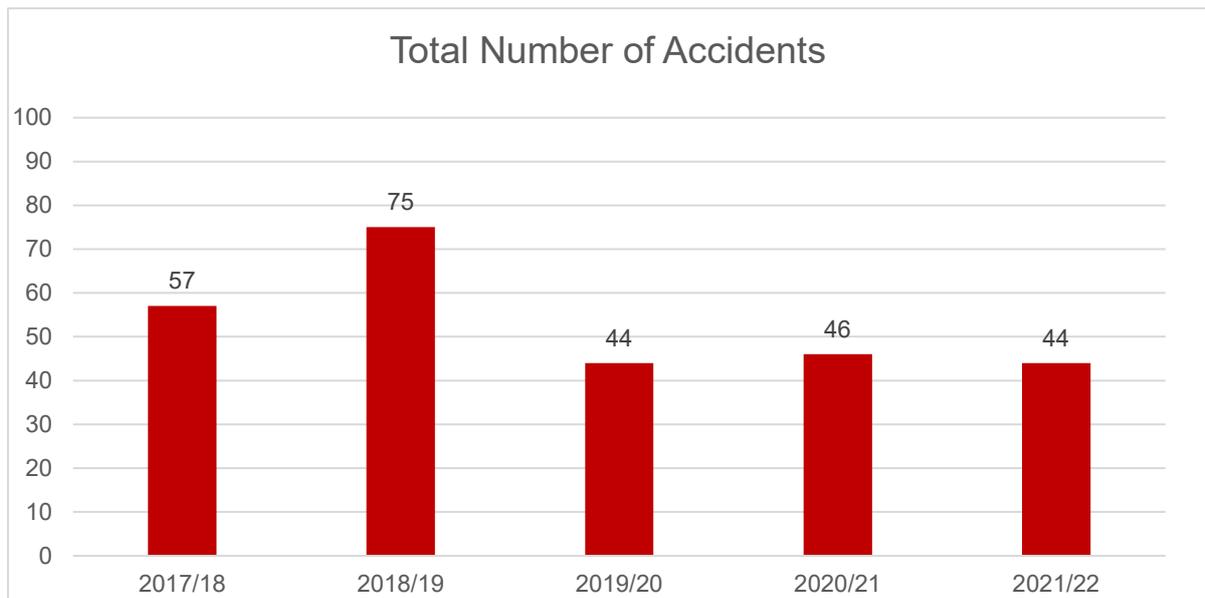
Executive Summary

The Health and Safety performance of South Wales Fire and Rescue Service continues to be of a high standard and the number of accidents remains at a low level.

Total injuries changed from 46 to 44

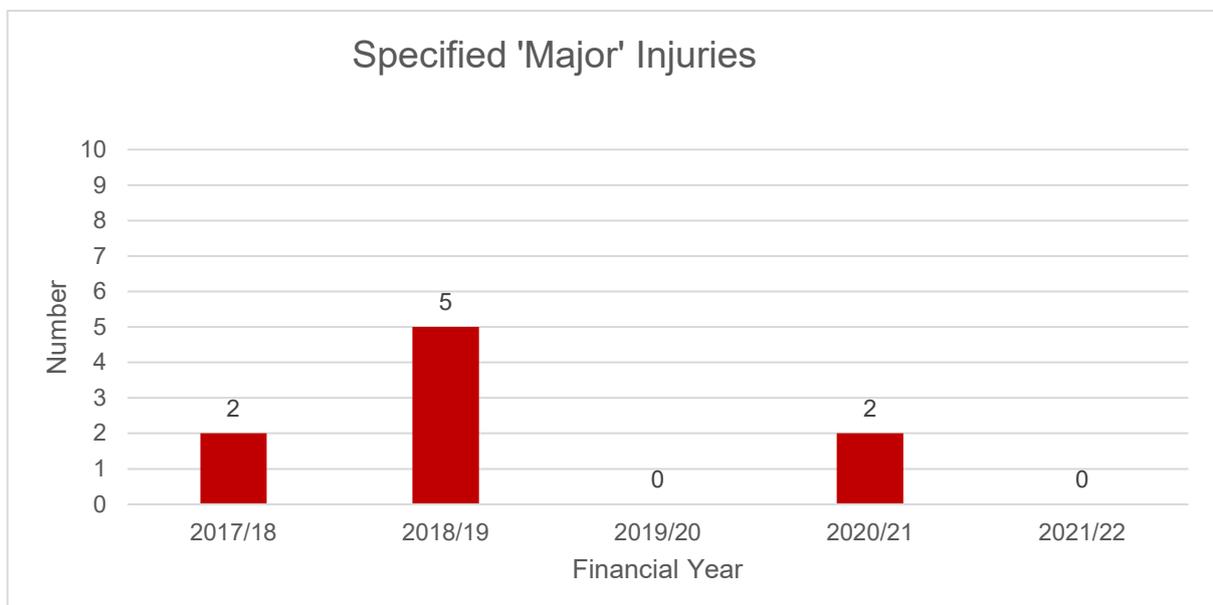


Accident and Injury Figures

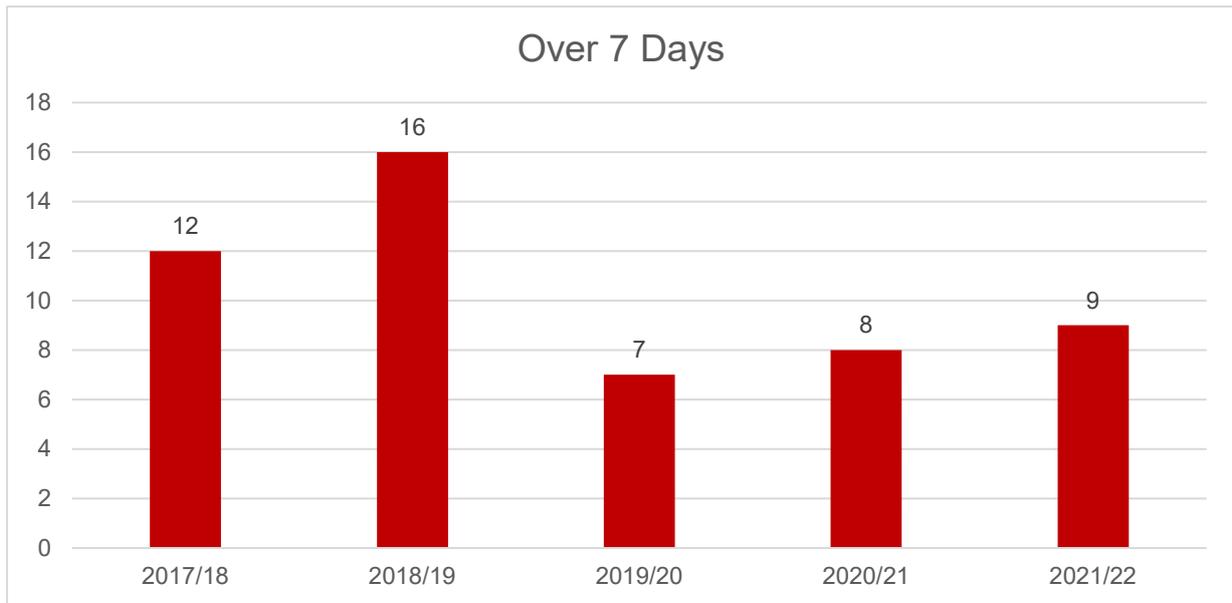


During 2021-22 there have been a total of 44 recorded accidents on duty, two less than the previous year.

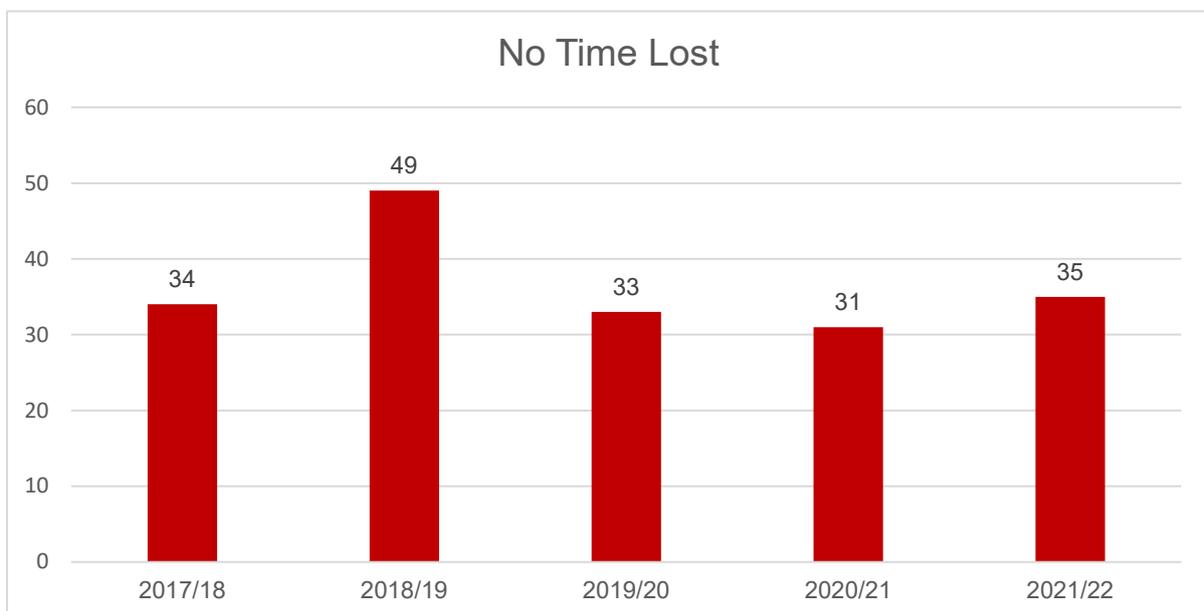
Time Lost Categories



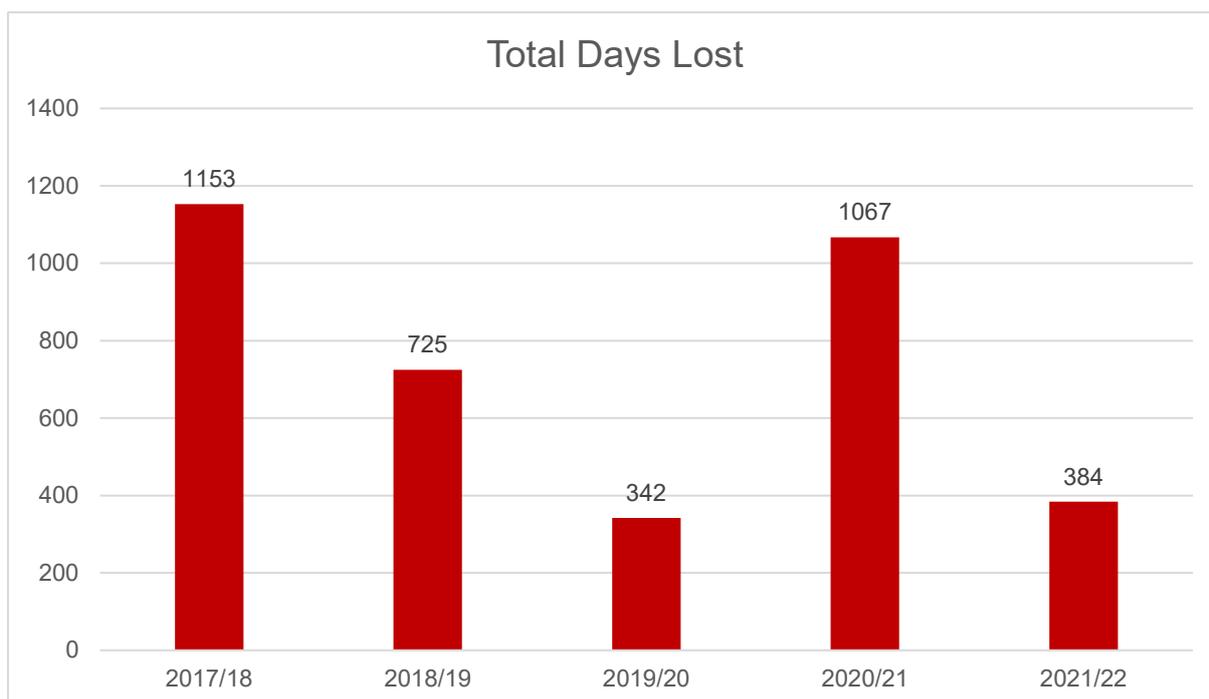
There have been no Specified Injuries (Major) reports for 2021-22.



During 2021-22 there have been 9 'Over 7 Days' injuries which have subsequently been reported to the HSE under RIDDOR. Between 1st April 2021 and 31st March 2022, the largest amount of time lost attributed to one individual was 103 days. This relates to an injury sustained whilst undertaking Physical Training at work. It is important to note that one individual who sustained an injury during 2021-22, remains on sickness absence following 31st March 2022.



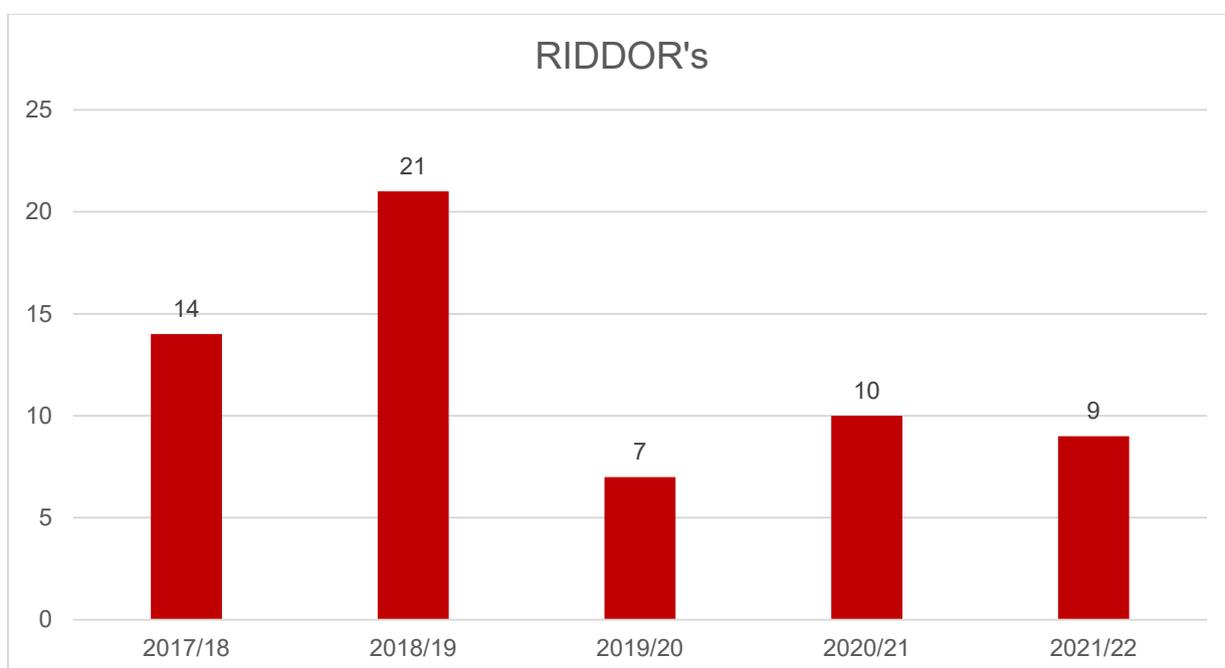
The vast majority of accidents (79%) resulted in no time being lost from work, this suggests that most injuries sustained by staff were minor in nature and did not impact on the individual's ability to carry out their duties as normal.



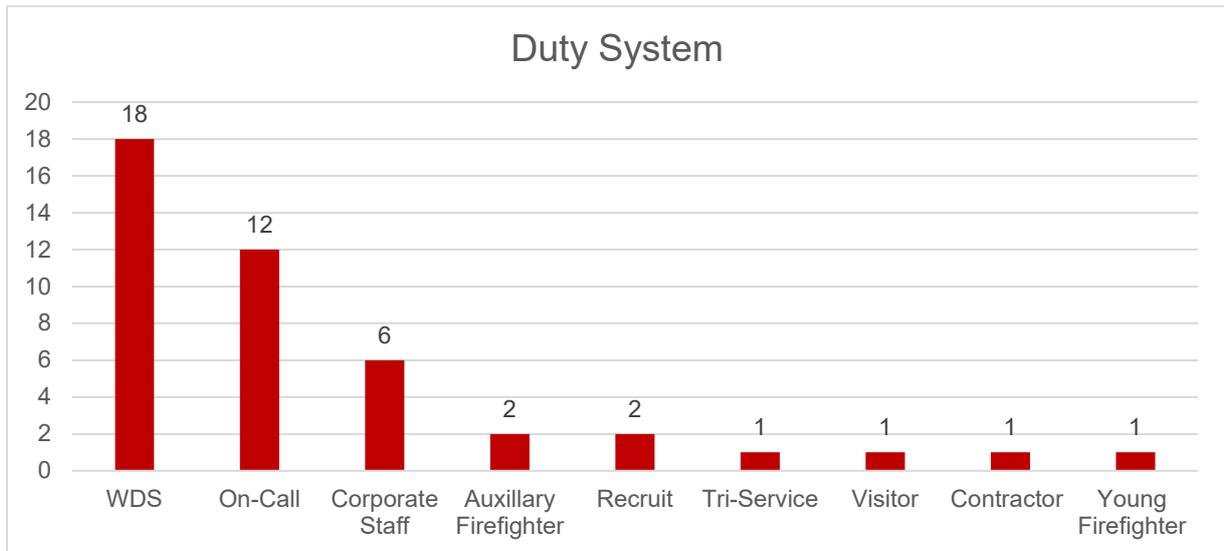
**Between 1st April and 31st March of each financial year for reporting and comparative purposes.*

The total days lost in this period stands at 384. This is a reduction of 36% in comparison to the previous reporting year.

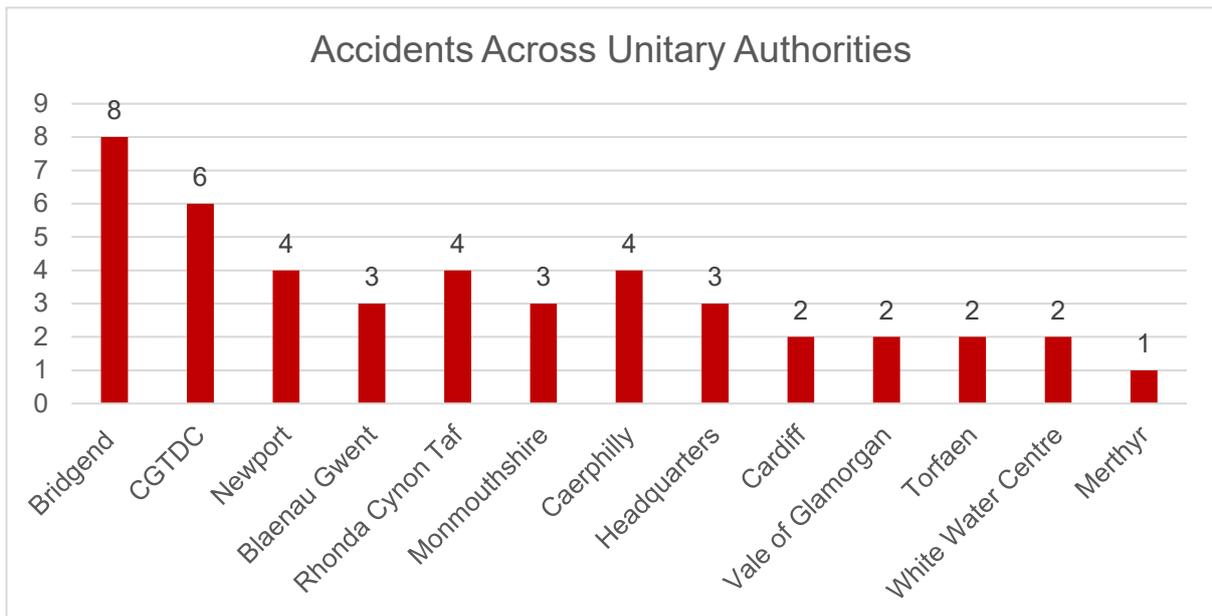
RIDDOR's



A total of 9 RIDDOR reports have been submitted to the HSE for 2021-22, maintaining our compliance with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

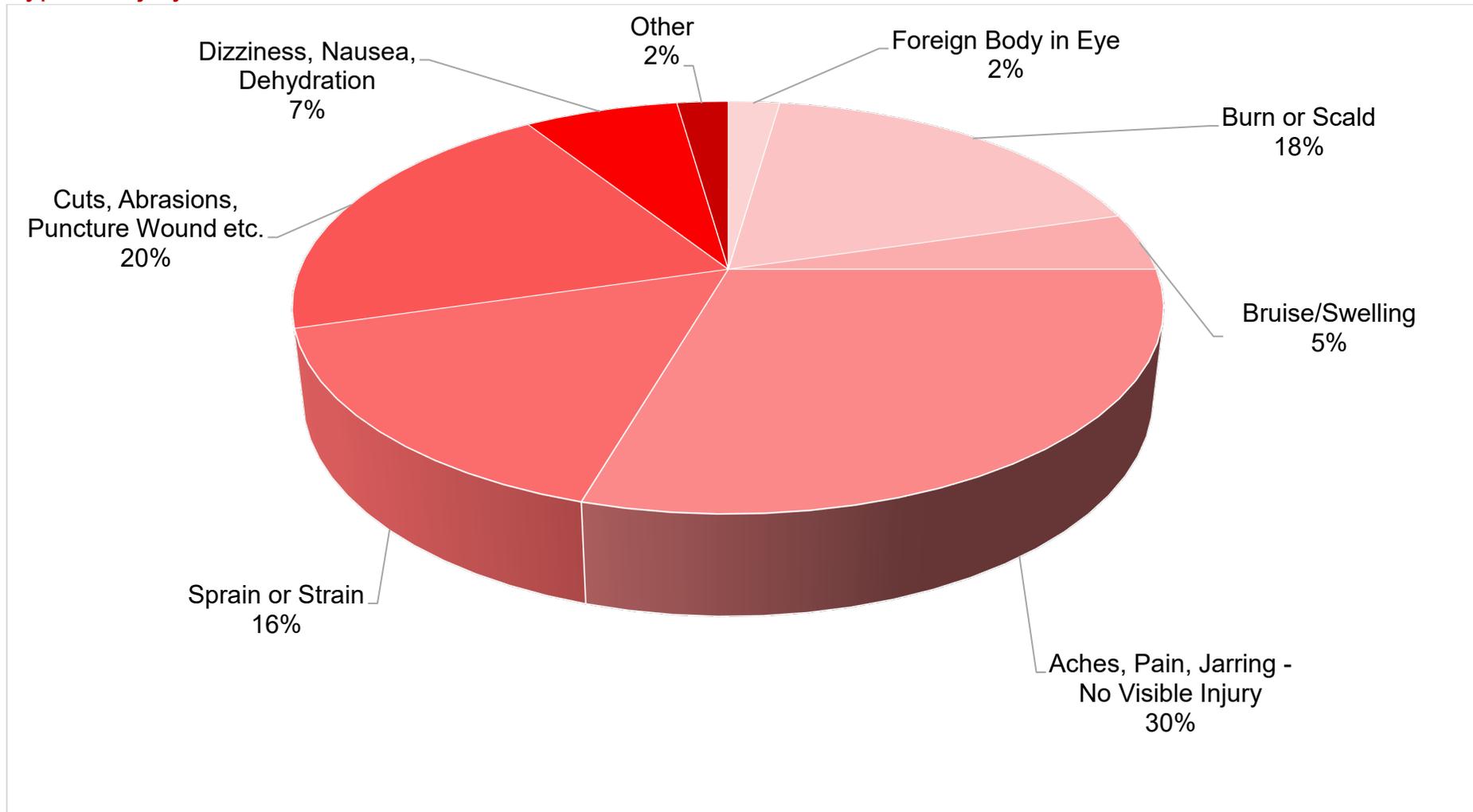


Most accidents involved WDS personnel, followed by On-Call personnel and corporate staff.



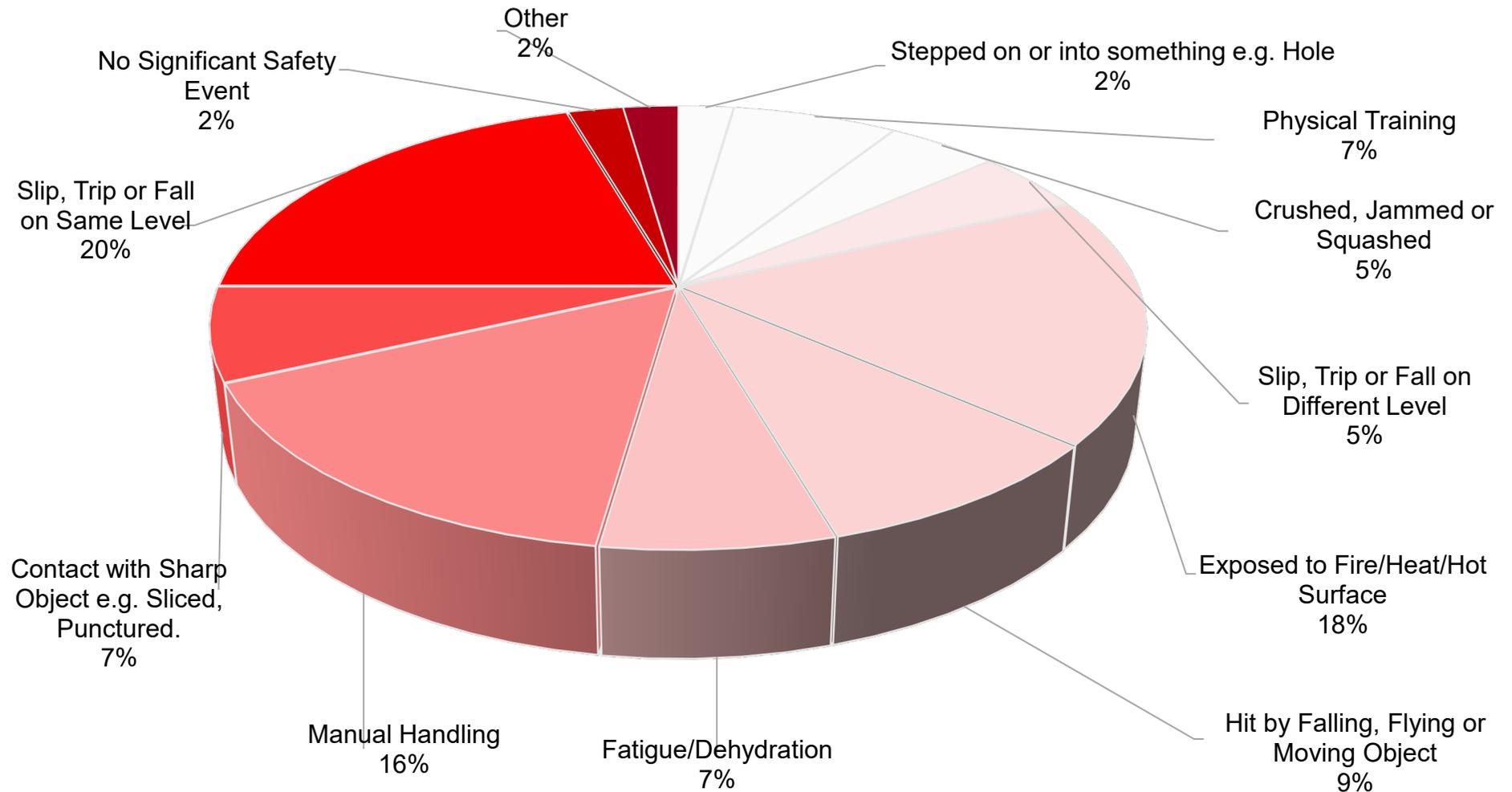
For the purposes of this report chart, CGTDC, HQ, OHU and WWC are categorised separately and are not recorded under their unitary authorities. The area with the highest number of accidents reported is Bridgend, followed closely by CGTDC.

Type of Injury

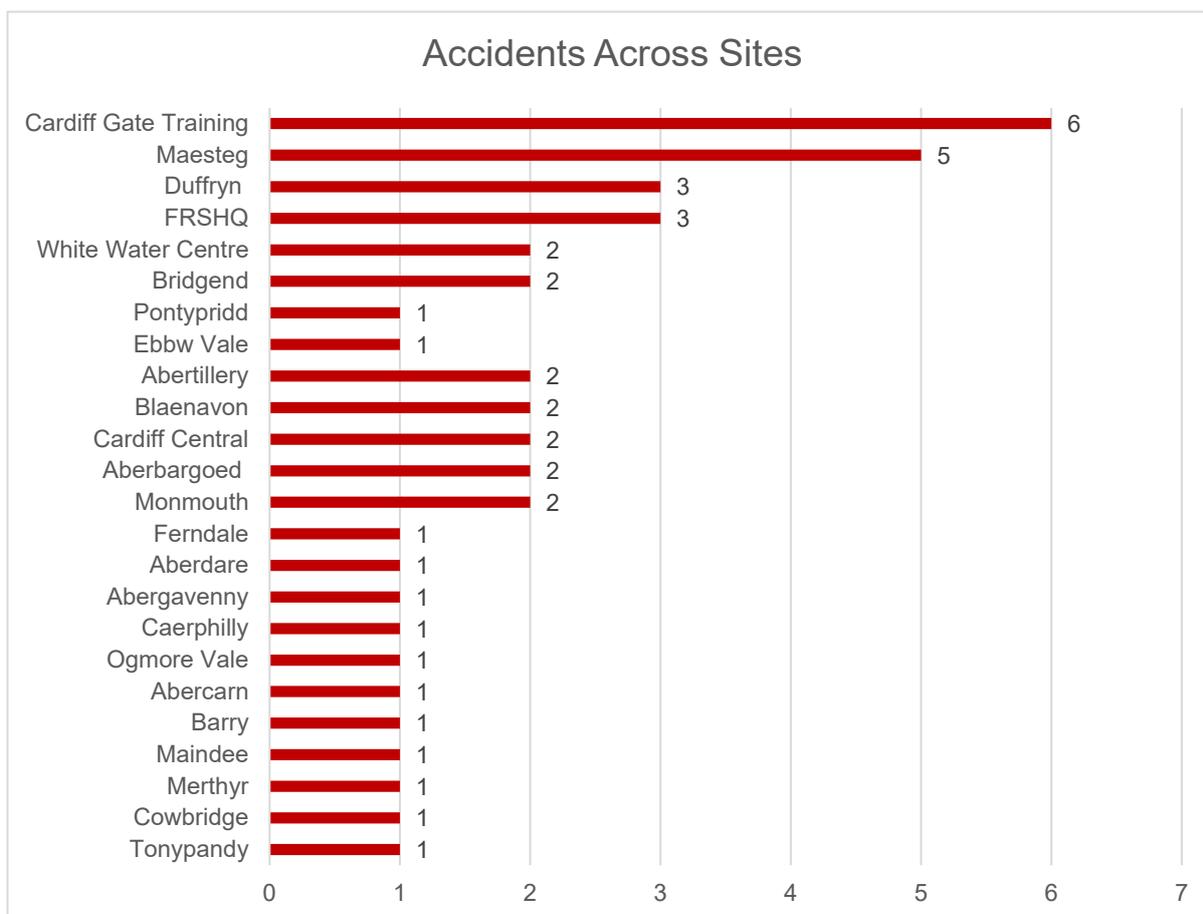


The most common type of injury is 'Aches, Pain, Jarring – No Visible Injury' with 30% of injuries falling under this category. This is followed by 'Cuts, Abrasions, Puncture Wound etc. with 20% and 'Burn or Scald' with 18%.

Cause of Injury

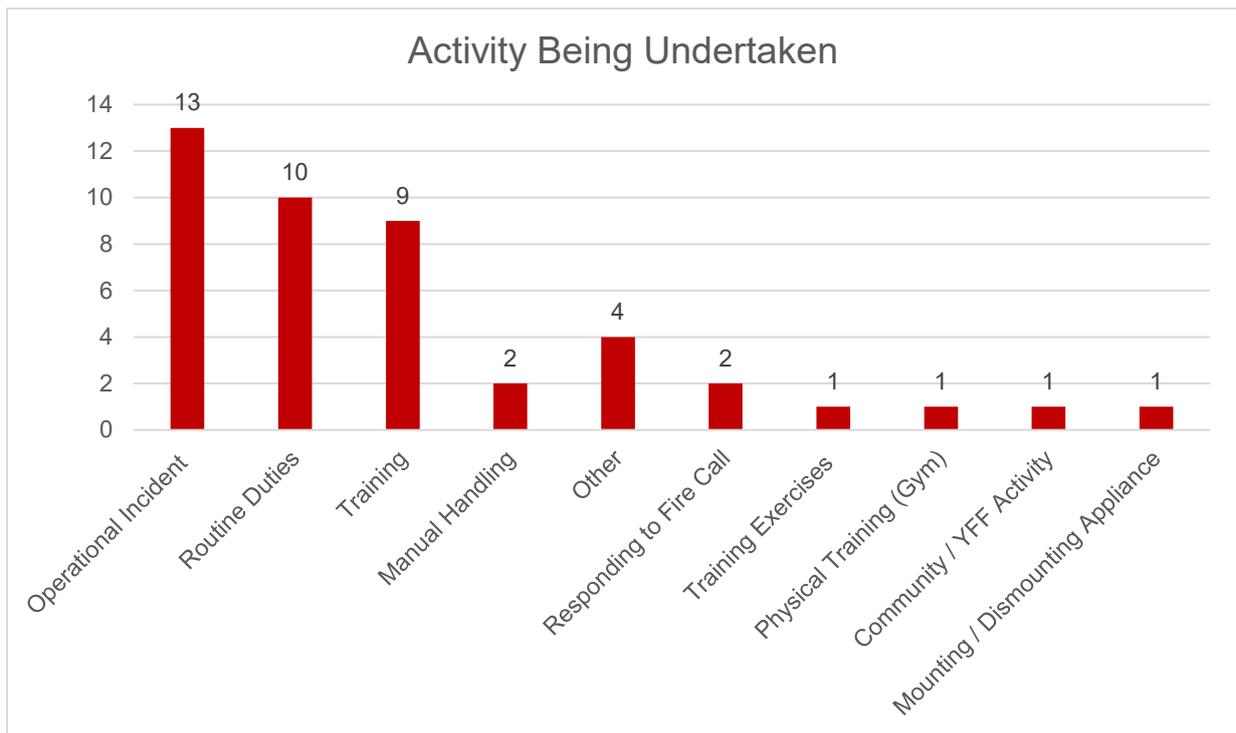


The largest immediate cause of injuries for 2021-22 is 'Slip, Trip or Fall on Same Level' with 20%. Statistics from the HSE show slipping and tripping to be the single most common cause of major injury in UK workplaces.

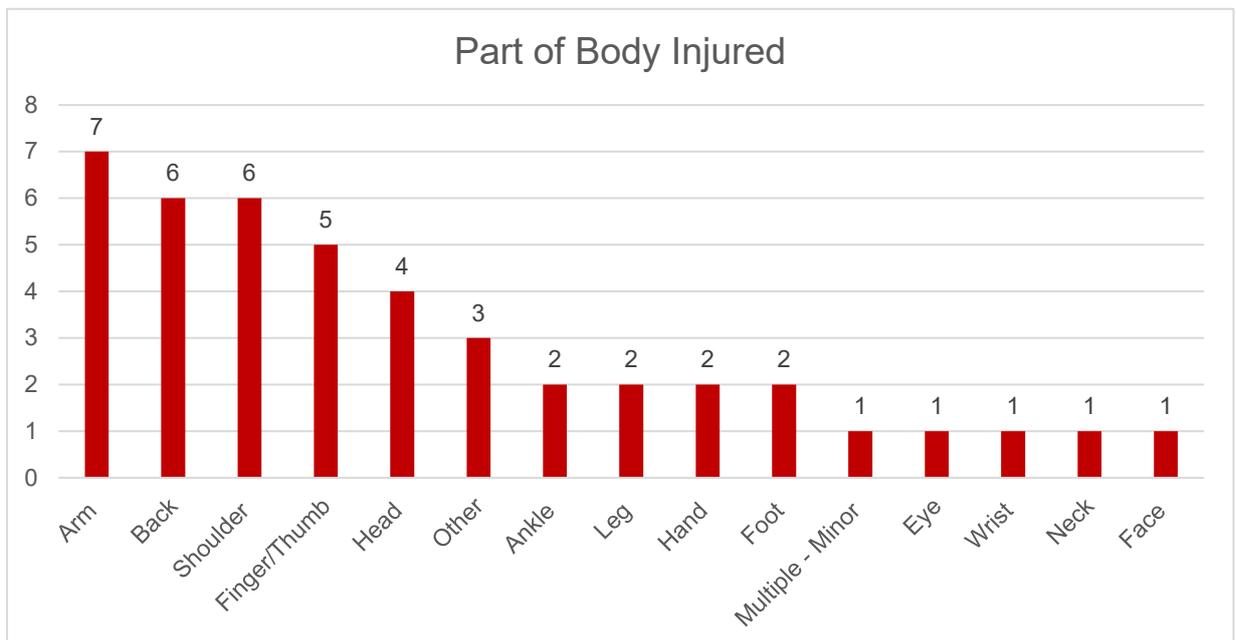


The largest number of accidents took place in Cardiff Gate Training and Development centre. Two of these accidents involved Auxiliary Firefighters, two involved Wholetime Recruits, one involved RDS personnel and the remaining incident involved a member of Fleet and Engineering personnel who was servicing equipment on site at the time.

The remaining locations, except for FSHQ and WWC, are not necessarily the exact location of where the accident took place. They show which station the injured person is based at.

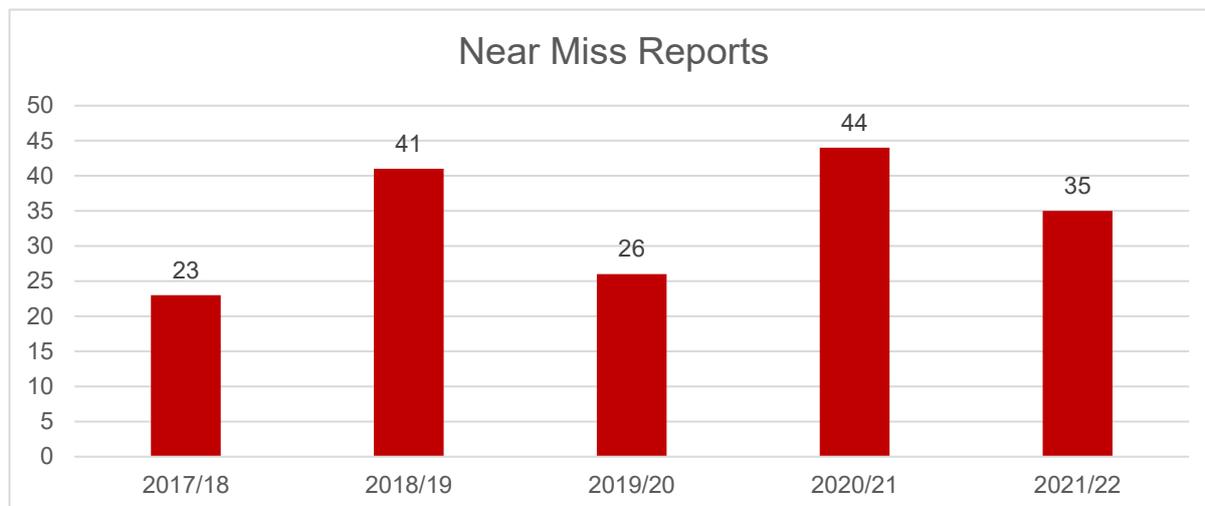


Similarly, to previous reporting years, most accidents do not take place at the incident ground but rather during other activities i.e., routine duties on station, training etc.



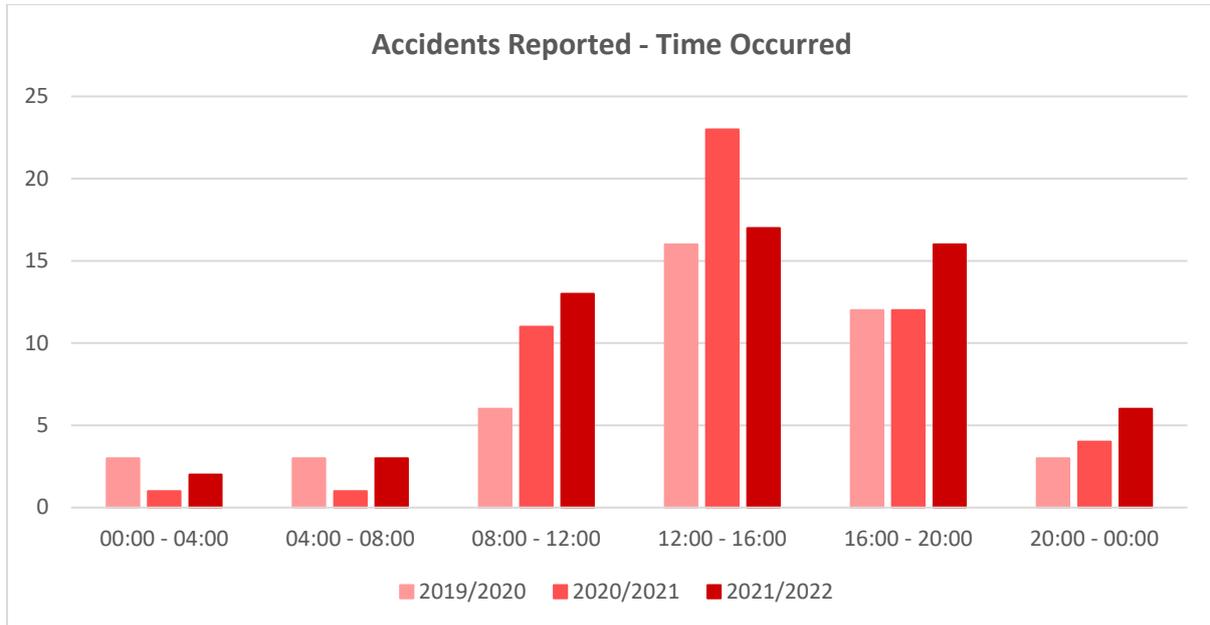
For 2021/22 the most affected area of the body was the upper body i.e., 'Arm / Shoulder / Back' with injuries such as muscular sprains, aches and pains and minor burns.

Near Misses

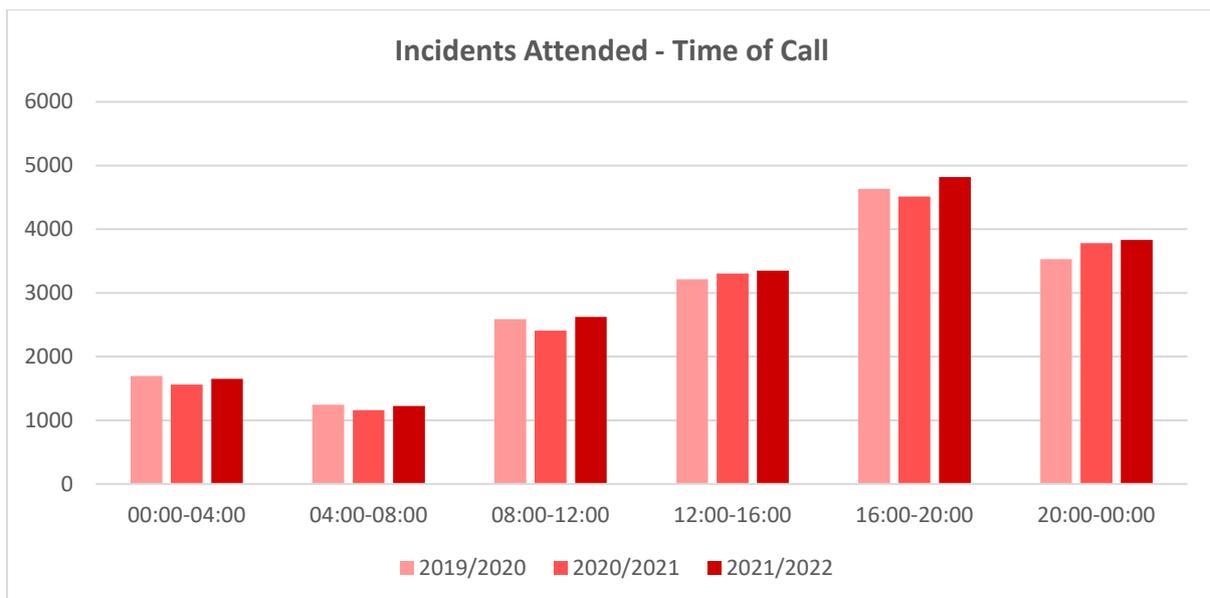


We received a total of 35 near miss reports during this period, the majority of near misses were reported online via our 24/7 support desk which has proved to be an efficient reporting feature. We will continue to promote near miss reporting across the Service as it remains an effective mechanism for improving safety and reducing the likelihood of accident and injury.

Time of Injury

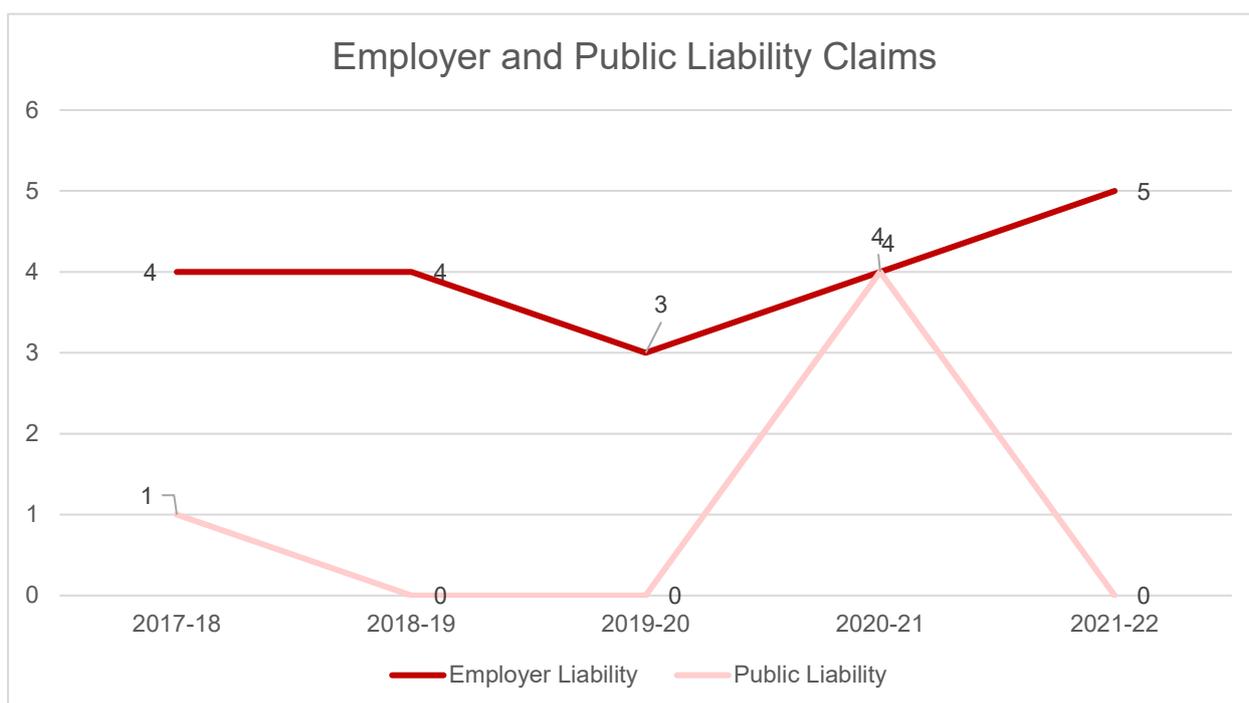


This year we are looking at ways in which we can provide further information to best allow us to adapt our HSW Team resources. One of the areas is looking at Time of injury. The above chart identifies the time of day in which we are most likely to receive an injury report. The below chart offers a comparison looking at the time of day we receive calls so we can see if there is any link between increased calls and increased accidents.



Insurance Update

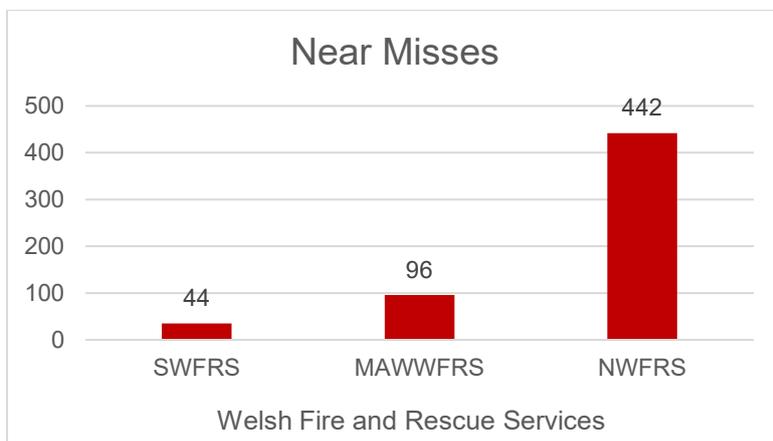
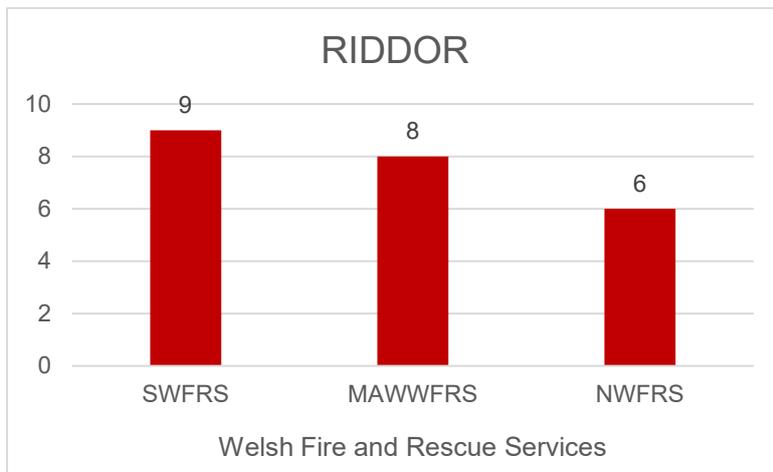
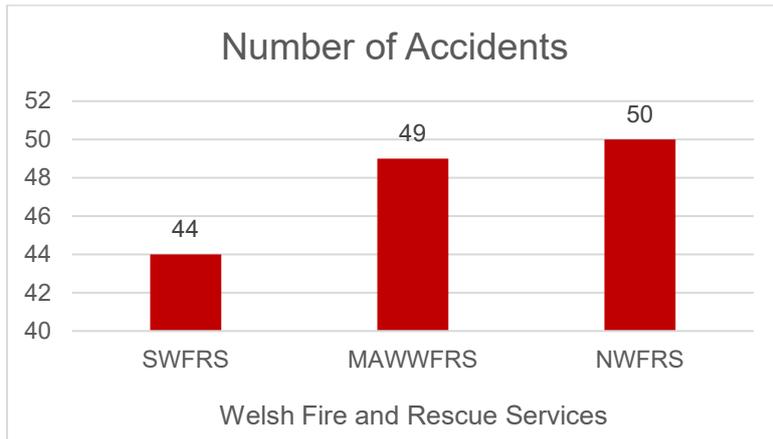
2021/22		
	Employer Liability	Public Liability
Total Number	5	0
Total Value (Anticipated)	£460,821	0



A large reduction in PL Claims bring both EL and PL claims to remain in line with previous years

All Wales Comparison

As part of our collaboration with the other two Services in Wales we collect data on Accidents and Near Misses. Below are three graphs which look at comparative figures.



Programme of Work

Workplace Inspections

Our inspection programme ran from February to November 2021, as we aligned our inspections with OAST's audit schedule. During this period, 51 Health and Safety inspections were carried out across our sites. As a team, we carried out 37 of these visits in person and accompanied the respective premises manager. Due to continuing Covid-19 restrictions over this period, there were several inspections that required the premises manager to conduct the annual inspection themselves. Collectively, we identified 280 anomalies all of which have been addressed. We have continued to work closely with the Building Maintenance and Facilities Team, amongst other teams to ensure that all anomalies are rectified where possible.

Risk Assessments

During 2021/22 we have carried out 428 risk assessment reviews. A significant number of these have been Covid-19 specific risk assessments, however a large proportion have included risk assessments for operational off-site exercises and training.

Inductions and DSE Assessments

During 2021/22, the team have continued to conduct our new style Health, Safety and Wellbeing Inductions for new members of corporate staff. These one-to-one inductions have proved to be an effective way to deliver key Health, Safety and Wellbeing information that is relevant to each individual and their area of work activity whilst building professional relationships. For operational personnel, their inductions have continued to be carried out through PDR pro, which includes a comprehensive online package and quiz to confirm their understanding of the material.

Noise and Vibration Assessments

During the end of 2021/22, the team undertook practical noise and vibration assessments with the assistance of Cirrus Research. This work involved taking a variety of measurements on motorised, hand-held tools that are utilised across the Service, from operational equipment to Fleet and Engineering equipment. This work will continue into 2022/23 with the creation of an overall findings report, which will highlight areas for improvement and potential recommendations. The team will work closely with Fleet and Engineering, Operations, and the Appliance & Equipment Team to communicate our findings and work together on implementing recommendations.

Consultation and Engagement

Detailed below are some of the main areas of consultation and engagement that we are involved in across the Service.

Safety Committee

Throughout 2021-22, our quarterly Safety Committee meetings continued to run successfully with representation from all departments. The delivery of these meetings has been a blended approach between in-person attendance and those dialling in remotely via Starleaf.

These meetings were held on the following dates:

- Q1 – 13th July, 2021
- Q2 – 12th October, 2021
- Q3 – 12th January, 2022
- Q4 – 3rd May, 2022

All relevant meeting papers are accessible via the Health, Safety and Wellbeing intranet page.

Accident and Injury Review Group

Throughout 2021/22 this group has continued to meet on a regular basis to discuss recent accidents, near misses and insurance claims. The successful running of this group and continued input from members plays an important role in the management of Health and Safety across the Service.

Wellbeing Steering Group

Following the successful start-up of this group in 2018/19, we have continued to engage with this forum by attending meetings monthly. The group continue to build on the Service's wellbeing programme following our successful Investors in People Award Wellbeing Assessment; The Service was the first organisation in Wales to achieve the Silver Award.

Progress against Plans and Objectives for 2021/22

Some objectives set for 2021/22 year had been rolled over from the previous year due to changes in workload brought on by the coronavirus pandemic. This year we will be looking at closing down all old objectives and setting new ones in readiness for the 2023/24 reporting year.

These include:

1. Risk Assessments.

We will be continuing with this piece of work, we are going to look at the next stage regarding how we may implement an electronic recording/reporting system which will flag when risk assessments are due for review.

2. Monitor and review the 3 year strategy document to ensure efficiency and effectiveness.

The Health Safety and Wellbeing Three Year Strategy for Improvement report will be reviewed to look at the results against set objectives since its introduction. A separate closing section will be produced to conclude the report and allow us to measure against our objectives. A new strategy document will be compiled in readiness for the 2023/24 year.

3. Explore opportunities to automate our Health and Safety Processes and Systems.

This action will be closed, due to the cost implications and the lack of 'off the shelf' system which could be utilised. We have explored the possibility of utilising the CORE system, however, to date it has not been possible to find a viable solution, which will work for us. We will continue to use the reporting mechanism which we currently have in situ.

4. Covid Secure Workplace

We have recently produced an overarching COVID Risk Assessment for the Service and all its sites. Due to the lowering of the restrictions by the Welsh Government to Alert Level Zero. Some control measures will remain at present including increased

hygiene and cleaning. All previous RA's have been archived and are available to be reinstated at short notice should there be a requirement.

5. Identification of new working practices

The HSW Team members will identify new ways of delivering our services to the end user. This will include a range of changes including delivery of a new online induction training session, a range of online HSW 'Toolbox Talks', e-meetings with stations and HQ departments via Star leaf and MS Teams and other available resources etc.

Closing Word

The 2021/22 reporting year has brought us many different challenges, in ensuring we continue to support all our staff members whilst they maintain service delivery to our communities.

Once again, the Health Safety and Wellbeing Team have embraced this challenge and have worked in ways, we would never have thought possible previously. Not only ensuring day to day health and safety legislative compliance but dealing with and acting upon the vast number of legislative changes and guidance which continued to be enacted by both the Welsh Government and Central Government. All this whilst the Service aimed to maintain their normal service delivery

The HSW Team will continue to identify opportunities to evolve, ensuring we reach our end users and continue the work we have completed in recent years looking at culture change around Health Safety and Wellbeing to move in a positive direction.

In what has been a very tough personal year for myself, I would like to take this opportunity if I may to thank my team for the support, they gave me and the way in which they all stepped up and rose to the challenge, they continued to show their commitment to the Service and the Health Safety and Wellbeing of all our colleagues, and business partners in keeping business as usual.

Martin Hole MSc CMIOSH

Health Safety and Wellbeing Manager



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THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN

SOUTH WALES FIRE & RESCUE AUTHORITY

AGENDA ITEM NO 7.iii
26 SEPTEMBER 2022

REPORT OF THE ASSISTANT CHIEF OFFICER CORPORATE SERVICES

CARBON REDUCTION AND BIODIVERSITY PLAN ANNUAL UPDATE

THIS REPORT IS FOR INFORMATION

REPORT APPROVED BY ASSISTANT CHIEF OFFICER CORPORATE SERVICES
PRESENTING OFFICER LISA MULLAN, T/HEAD OF FINANCE, PROCUREMENT & PROPERTY

SUMMARY

This report sets out the progress made in the second year of the Carbon Reduction Plan (CRP) 2020 – 2023 and Biodiversity Forward Plan (BFP) and looks ahead to the third year of planned activities.

RECOMMENDATIONS

That the Fire Authority note year 2 progress

1. BACKGROUND

1.1 In March 2021 Senedd Cymru approved a net zero target for 2050. Net zero means balancing the greenhouse gas emissions with the amount of gases removed from the atmosphere. In consideration of the magnitude and significance of the challenge a ‘staged approach’ has been set out to ensure progress in the right direction, as follows;

- 2030 target 63% reduction
- 2040 target 89% reduction
- 2050 target At least 100% reduction (net zero)

1.2 This report provides Members with an annual update of progress on South Wales Fire and Rescue Services’ (SWFRS) CRP and BFP 2020 – 2023. The plans outline the commitment to achieving carbon reduction goals, improve biodiversity and support the Welsh Government (WG) commitment to achieve a carbon neutral public sector.

1.3 The key piece of legislation in this context is the Environment (Wales) Act 2016 which introduced a duty requiring public authorities seek to maintain and enhance biodiversity in the exercise of their functions and report on the actions undertaken to achieve this. This will also help us to discharge

our duties in the Well-Being of Future Generations Act (WBFG) through application of the sustainable development principle. Members approved the Biodiversity Forward Plan on 16th December 2019.

- 1.4 This report delivers the second annual update with detailed actions pertaining to each plan contained in appendix 1.

2. ISSUE

- 2.1 The last twelve months have been challenging and will continue to be so and it is recognised that the aforementioned plans will be subject to a process of continual development and improvement. Regular assessment of progress, continued investment in resources and expertise will help us achieve sustainability goals.

- 2.2 The Covid 19 pandemic has changed the way our corporate functions work, we have expanded and are embedding flexible working arrangements and embracing greater use of technology through the introduction of Office 365 which has enhanced our virtual working capabilities. These things have helped reduce our carbon emissions and paper usage and will help to maintain them at lower levels than previous.

- 2.3 Establishing repeatable baseline data has been a challenge and we work to identify and make available the information we need. This is very much a developing process and we are working with peers and external partners to share best practice and benchmark.

- 2.4 Our investment in securing expertise has been made with a permanent appointment of a Sustainability officer in July 2022 and part time graduate in April, although staff turnover in such a small team has a large effect and has undoubtedly affected our progress in the last year.

- 2.5 The key action areas remain as follows:

1. Property
2. Fleet
3. Travel
4. Technology
5. Procurement
6. Waste
7. Supplies and Equipment
8. Water
9. Finance
10. Behaviour Change

- 2.6 Detailed actions to support the above are set out in appendix 1 below.

3. IMPLICATIONS

3.1 Community and Environment

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

3.2 Regulatory, Strategy and Policy

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

3.3 Resources, Assets and Delivery

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

4 EVALUATION & CONCLUSIONS

- 4.1 Evidence of positive action during the last twelve months is clear. Work needs to continue to formulise and document a framework of policies and processes in addition to the development of metrics and data capture mechanisms to measure progress and guide future action.

5 RECOMMENDATIONS

5.1 That the Fire Authority note year 2 progress.

Contact Officer:	Background Papers
Lisa Mullan Temp Head of Finance, Procurement & Property	Carbon Reduction Plan 2020 – 2023 Biodiversity Plan 2019

Appendices	
Appendix 1	CRP 2020 – 2023: Action Plan
Appendix 2	Biodiversity & Nature Recovery Action Plan

APPENDIX 1

Carbon Reduction Plan 2020-2023: Action Plan Items

No	Action:	Status	Update: July 2021	Update: August 2022
1	Service wide engagement and communication to raise awareness and encourage ideas for carbon reduction	In Progress	Increased engagement with station crews has been taking place, station sustainability assessments and discussions with station commanders and watch managers has taken place across approximately 60% of stations. Communications and engagement is taking place across the service through newsletters, positive pointers, twitter interaction engagement with different departments in the collaboration of sustainability projects and attendance at a number of meetings across the service.	1) Station sustainability assessments have been on hiatus since the departure of the temporary Sustainability Officer in March. We will restart these following a revisit of the register to identify outstanding sites and pending actions. 2) A media and communications strategy will be drawn up to deliver several media campaigns. This will be used as a tool for behavioural change to make the necessary improvements. Initial research has been undertaken with the aim of finding out what should constitute a sustainability engagement strategy. The aim is to have this written by the end of October. 3) A Sustainability Steering Group (SSG) has been set up and have met twice since April with the intention of meeting quarterly. This forum is a good mechanism to communicate our green challenges, include the workforce in our decision making and collect feedback on schemes 4) The above will be supported through the introduction of ; green intranet site metrics on BMIS periodic features in Shout positive pointers Issue 14 has been delivered 6) Annual reporting is predominantly to members albeit is available via the intranet to the workforce whenever they choose to seek out the information.
2	Improve recording, monitoring and reporting of all carbon impacts across the service	In Progress	We have engaged with the statistics team to collaborate on a data capture project, we are currently working on "pulling in" data from station data loggers which is being managed by the facilities team and on the viability of obtaining water meter readings from stations on a monthly basis.	This work has progressed during the year and is an example of effective cross departmental collaboration. Work is ongoing to pull in data from various sources although is still unavailable for some items, i.e. waste, sub metering not yet set up. This is in addition to trying to achieve a consistent approach to accurately calculating our carbon footprint and Co2 emissions. As this is a developing area, the metrics and data our original calculation was based on in 2018/19, have changed and is a challenge in measuring and assessing our impacts.
3	Establish environmental champions for all departments and stations.	In Progress	Interest in working as environmental champions is being captured and potential champions are being prioritised for carbon reduction training with a view to starting a champions committee in 2022.	A Member champion has been identified and we will work with them to share plans etc. There are currently no staff champions although this is something that we can capitalise on now that the SSG has been set up and when we review membership of this group.
4	Include environmental impact awareness on induction and development programmes	In Progress	A basic environmental awareness has been included within the newly developed introduction pack to support the one day induction process. We are now looking to include this in development training packages.	Awareness sessions have been delivered via a NRW workshop which was well attended albeit this needs to continue until better saturation of the workforce is achieved in addition to our approach being formalised.
5	Introduce an annual awards to recognise and reward greatest positive impact and most innovative solution	Not Started	To be actioned	
6	Develop partnerships with Wales Energy Service, Cynnal Cymru and Centre for Climate Change and Social Transformation Centre (CAST) to raise awareness and develop further schemes to support the plan	In Progress	Partnerships are being developed and we continue to liaise on opportunities as they become available.	Discussions with partnerships have been ongoing throughout the year in relation to solar panels, storage batteries, electric vehicles and charging point and these will continue.
7	Complete the programme of LED light installation across all of our sites	In progress	Works ongoing.	33 out of 50 sites are now complete although a follow up review is required to ensure this is effective in all feasible areas i.e. sites and areas.
8	Assess the feasibility of a comprehensive roll out of boiler management systems (BMS) to all sites in order to maximise energy efficiency and help manage energy charges	In progress		This work commenced a few years ago and was funded initially by WG. To date we have 29 sites with boiler managements systems installed. An assessment of the remaining sites needs to be undertaken to complete the work.

9	Work with the Carbon Trust to undertake energy audits on our site to identify most suitable alternative power supplies e.g. Solar panels	In Progress	Feasibility studies currently underway to look at the potential use of Solar PV on HQ and possibly Barry Station.	High level feasibility assessments studies have been undertaken and two sites, i.e. HQ and Barry station were identified as being options for solar panels and battery packs as they were south facing. Since then, a more detailed feasibility has been progressed whereby it was found that both the roofs are not suitable for the solar panels to be fixed although for different reasons. A structural engineer is required to provide a more detailed assessment of which sites are able to accommodate solar panels
10	Complete the programme of smart meters for all of our sites	In Progress	Project has experienced some delays due to Covid 19 but is critical for the supply of data to improve oversight so is expected to progress significantly through the second half of 2021	This work is continuing with the Faculties Management team and should be completed this year.
11	Expand the trial for drying rooms technology to reduce energy on station	In Progress	Proposal of a sub metering project to interrogate the benefit of the new drying room technology, and identifying key next stations that could benefit from its installation on a priority basis	<p>The new drying room technology has been successfully installed on twelve stations so far as follows;</p> <ul style="list-style-type: none"> Porthcawl Pontyclun Cwmbran Ely Malpas Tredeggar Abergavenny Abercarn (Training side) Kenfig Hill Tonypandy Cardiff Central Gilfach Goch <p>Sub metering has not been progressed as yet.</p>
12	Review and improve our current waste/recycling collection provisions	In Progress	Currently in the process of putting together the specifications for a tender pack to move to a consolidated waste contract – new requirements to ensure improved oversight of waste data and to take specific waste reduction initiatives (likely to include the introduction of wormaries for station food waste)	The tender info is ready albeit, it refers to the need for a waste management policy which we don't have and as a result the Sustainability Officer is drafting this to be ready by October. The feasibility of wormaries on station will be assessed and documented prior to a formal roll out.
13	Explore the use of electric vehicles for the service light vehicle fleet	First stages complete	The service have now introduced a bank of electric vehicle charging points at headquarters and a number of electric light goods vehicles. Next steps are the continued change out of goods vehicles at headquarters with a view to replacing Officers cars with electric vehicles.	There are currently 29 electric and 12 hybrid vehicles in the Service and plans to enlarge on this during 2021/22 financial year were scuppered by supply chain issues and increased demand and the prioritisation of larger orders to bigger customers. The latest information from the Fleet manager suggest this has eased and instead of waiting in excess of year from order to delivery, this could be achieved in as little as 24 weeks for some vehicle types. Progress in this area is expected in the coming year.

14	Provide electric vehicle (EV) charging points where possible on our sites	In Progress	A number of strategic stations have been identified as having potential for electric charging to be installed – further feasibility is being investigated with a view to rolling out at 5 pilot stations.	This scheme is progressing well and 12 sites have been fitted with electric vehicle chargers which gives a minimum capability on any one station of charging 2 vehicles at a time, with 6 twin points at CG and 12 at HQ. We have also been fortunate to secure a further £169k of WG funding which will enable us to enlarge our EV network and install the capability on all wholetime stations i.e. 26 and 85% of on-call stations.
15	Reduce the frequency of car journeys for work purposes	In progress	Initial work is being undertaken to better understand the travel profile of the service, with an understanding that significant opportunities are available to us to reduce our travel needs but that this would require a significant shift in our ways of working, particularly at a station level.	This has become the preferred option and the workforce are continuing to take advantage of learning, development, networking and business meetings virtually where it is offered. There have been challenges in collecting baseline data for business mileage and this is because it doesn't come from a single source. We have the VecTec system for operational vehicles, the HR Core system retains data on business mileage reclaimed via grey fleet and the Arval (fuel card) system for fleet vehicles i.e. pool cars, officers mileage etc. Time and expertise are required to extract the required data from these systems and where it isn't available, to ensure we start to do so.
16	Promote and support car sharing opportunities	Pending	As a result of Covid19, the promotion of car sharing has been put on hold however other active travel solutions are being promoted throughout the organisation and we sit on four active travel forums and are signed up to active travel charters in both Cardiff and Gwent.	Car sharing has limited appeal for the majority of the workforce as they are geographically dispersed throughout the South Wales area. The plan is set up links with Sustrans, a charity making it easier for people to walk and cycle, to assist us in delivering awareness sessions on the benefits of bike riding, maintenance, route mapping and staff surveys. This will dovetail with the existing 'cycle to work scheme', in place for employees to spread the cost of a bike purchase in addition to making some savings.
17	Develop a workplace travel plan, to include home working, remote working and usual place of work	Pending		As above, we'll make contact with Sustrans as they are able to undertake a workplace travel plan
18	Embed whole life cycle approach to all equipment and supplies purchased	In Progress	New tender packs for products and services are beginning to incorporate sustainable procurement considerations.	This will form part of the sustainable procurement we have planned.
19	Include environmental impact considerations into our procurement processes	In Progress	New tender packs for products and services are beginning to incorporate sustainable procurement considerations.	This will form part of the sustainable procurement we have planned.
20	Move towards a paper free environment	In progress	A reduction in paper use is being strongly advocated for from a top down perspective within the service. Key operational drivers for heavy paper use are being identified within the service with a view to finding alternative paper free methods. Discussions are being had with ICT dept. regarding the tracking of paper use and any GDPR considerations that would need to be made.	This work is continuing although paper usage is at a low due to the increased working from home being undertaken as a result of the pandemic. Metrics need to be developed and monitored to ensure this continues.

21	Revise our asset strategy for estates to include greater energy efficiency and CO2 reductions	In Progress	Work is ongoing to incorporate greener and more sustainable development processes and opportunities into our property development processes.	This has been embedded into the planning process for estates management. During the design and consultation phase we ensure we assess the practicality and costs of achieving this. Two recent examples pertain to the planned rebuild of New Inn station as the first carbon neutral fire station in SWFRS and also the on-call station project where we are looking at the viability of retrofitting water harvesting systems, heat ump systems, drying room tech, green roofs etc.
22	Implement grey water harvesting system at HQ fleet for vehicle wash facility	In Progress	Initial feasibility study undertaken by contractor company, awaiting project proposal for submission with a view to implementing late 2021 / early 2022.	To be progressed in September by the Sustainability and Facilities officers. The concept is to harvest the water emptied from appliances when they come into Fleet for servicing, into a repository and reusing this to wash vehicles.
23	All personnel to be issued with reusable aluminium water bottles to reduce single use plastic	Complete	All personnel have been issued with aluminium water bottles, however due to lack of water consumption data we have been unable to monitor the positive impacts of this. View to ongoing monitoring of this data so we can evaluate the impact of initiatives such as this in the future.	These have been welcomed by the workforce and have undoubtedly had a positive impact as they replaced single use cups. Unfortunately the bottles are not practical for crews on incident as the aluminium can become hot to the touch, water is heated and obviously the bottles hold a finite amount of water. An alternative solution is being looked at for this segment of staff.
24	Allocate specified reserves for use on carbon reduction projects	Complete	There is a reserve available for sustainable improvement projects.	
25	Evaluate further use of technology to support efficient processes which will reduce the Services' carbon footprint	On going	This will form part of continuous improvement processes, investigations into newest available technology and best practice approaches will be undertaken ahead of all new project proposals.	Next step is to determine the energy use of our ICT servers to assess how rapidly we move towards cloud based systems. This may require sub-metering of our server rooms.
26	Encourage greater use of video conferencing for meetings	Complete	Availability of the technology and infrastructure to do this has been advanced due to the Covid19 pandemic and the organisation is continuing to promote the ongoing use of these facilities to reduce and eventually eliminate any non-essential travel within the organisation.	As above, this has become business as usual.

APPENDIX 2

Nature Recovery Action Plan Objective 1: Engage and support participation and understanding to embed Biodiversity throughout decision making at all levels

No	Action:	Status	Update: July 2021	Update: August 2022
1	Embed the consideration of biodiversity and sustainability throughout decision making.	In Progress	Biodiversity and Sustainability are represented in all organisational forums and decision making processes. In addition increased awareness throughout the organisation is ensuring biodiversity and sustainability are considered within station decision making and day to day operations.	This is in progress at a fairly high level i.e. through the adjustment of reporting templates. The sustainable procurement work we are embarking on will look to include these aspects into our prospective supplier practices i.e. tender documents. A Sustainable Impact Assessment also needs to be developed to capture new projects and changes to existing practices to ensure these considerations have been made and are documented.
2	Ensure there are links between the Service and local nature partnerships to ensure input into PSB's, well-being assessment objectives and auditing process.	In Progress	Strong links have been developed through the PSB's and specific campaigns such as Dawns Glaw & Fire Crime campaigns - in particular working partnerships with NRW, KWT, healthy travel forums, Tree planting organisations and working groups and local councils.	These will explored wherever possible and a register set up to identify partner projects and our partners.
3	Produce a biodiversity and ecosystems resilience duty delivery plan for the Authority.	Complete	The plan has been developed and delivered to the authority – ongoing progress to meet the requirements of the plan is being made, progress against which is being monitored and will be regularly reported to all interested parties.	Annual reporting to members is embedded.
4	Implement Welsh Government guidance on the duty and undertake specific awareness sessions and articles in the service newsletters, notices etc.	In Progress	Ongoing – we are increasing awareness through shout forum, newsletter, positive pointers, twitter engagement and station engagement.	Additional and periodic research will be undertaken by the Sustainability officer to refine this process and share the information in previously mentioned mediums.
5	Ensure that the biodiversity and sustainability duty are considered within committee reports by including a standard consideration of the biodiversity and ecosystem resilience duty on all reports.	Complete	Specific dedicated performance expectations and updates are included within service reports including the service 2020-2030 strategy and the annual improvement plan. 2021 marks the development of the first specific report detailing performance against both the carbon reduction plan and the biodiversity plan.	Per item 1
6	Adopt a whole life costing approach to procurement of all future goods and services.	In Progress	Works are ongoing to incorporate life cycle perspectives into all service procurement processes – a baseline approach is being incorporated into a new tender pack for community engagement materials and will be rolled out across all other procurement processes for goods and services.	Part of our sustainable procurement work, due to commence.
7	Undertake an internal communication strategy to improve understanding of the duty and sustainability issues and responsibilities as a whole.	In Progress	Improved engagement and service wide communications are underway to improve awareness of all sustainability issues. Formal communications plan to be developed.	Per CRP 1.
8	Engage expert advice on ecological matters where necessary to assist in achieving our goals	As needed	Expert advice will be sought when needed, opportunity to incorporate a “trigger” for this action into property development process.	
9	Provide training on biodiversity at various organisational levels to ensure staff understand the Services' role in protecting biodiversity and how this translates into their role, including; the Environment Induction for all new staff; the Middle Managers Development Programme on Environmental Protection; Crew and Watch Manager training.	In Progress?	A basic environmental induction has been incorporated into the new induction pack. Awareness and specific crew and watch manager actions are being identified during station visits. Formalised incorporation of these elements into specific training packages needed.	We are awaiting confirmation that the induction pack has been updated to reflect this action. NRW has visited the Service to undertake basic level awareness although this needs to be built upon as only a small number of staff attended. The Carbon Literacy Project needs to be developed.
10	Include on the fire-fighter development programme appropriate reference to biodiversity issues as a part of wider environmental protection training.	Not Started	To be actioned.	This needs to be considered in conjunction with the above action and also the impending launch of Pathways.

11	Promote information on SSSIs and other operational environmental matters through Operational Bulletins and newsletters.	Not Started	To be actioned	Awaiting a response from the Operations dept to commence a more accessible way to provide crews with this info maybe via the MDT's on incident or by accessing the corporate gazetteer
12	Celebrate achievements through social media, inter/intranet and service magazine.	As needed	Increased coverage of achievements through various media channels, to celebrate success and lead by example.	Need to establish a schedule for assessing and promoting this.

Nature Recovery Action Plan Objective 2: Safeguard species and habitats of principle importance and improve their management

Action:	Status	Update: July 2021	Update: August 2022	
13	Develop actions in consultation with the local nature recovery partnership and evidence from the State of Natural Resources Report (SoNaRR)	Completed	The Service has developed a Nature Recovery Action Plan (NRAP). This is regularly assessed and progress made towards implementation of identified actions is being assessed.	Local Nature Partnership Cymru Project was a three year project which ran until April 2022.
14	To make provisions in contracts to ensure information about the biodiversity of our sites is passed to contractors and a responsible approach is taken.	In Progress	Forms part of contractor management process.	This will form part of our sustainable procurement work.
15	To reduce the demand for virgin resources and the resulting damage to species and habitats by, wherever possible buying products made from recycled materials, and to use reclaimed materials.	In Progress	Currently being incorporated into procurement processes, through tender assessment process.	as above
16	Avoid, where possible, chemicals that can harm species including; chlorofluorocarbons (CFCs); hydro chlorofluorocarbons (HCFCs); persistent organic pollutants (POPs); chemicals that the European Union classifies as substances of very high concern; 'volatile organic chemicals' ('VOCs') which can be present in goods such as paint; cleaning substances; formaldehyde; and pesticides.	In Progress	Currently being incorporated into procurement processes, through tender assessment process.	as above
17	Review SSSI information sheets and distribute up to date copies to stations, including the production of information sheets for any newly dedicated SSSI sites.	Not Started	To be actioned – action to assess if this is currently achieved & incorporate this requirement into an annual review process. (legal and other requirements)	This is not currently being achieved and the Sustainability officer plans to undertake a mapping process to identify SSSI's and then liaise with the Operations Dept to determine the approach.
18	Encourage the inclusion in CRMP's, station led risk based incident response plans for SSSI sites, that consider the value of the site appropriately and sensitively, increase familiarity with the site including understanding neighbouring risks.	In Progress	Familiarisation with key sites is being undertaken by local crews and business safety teams, however we have experienced disruption due to covid19.	There is no evidence to suggest that this has been started albeit it has been discussed. The Sustainability officer understands London Fire Brigade have developed an approach to protect such areas in their catchment. This will be visited in detail and a discussion with the Operations dept arranged.

Nature Recovery Action Plan Objective 3: Increase the resilience of our natural environment by restoring degraded habitats and habitat creation

Action:	Status	Update: July 2021	Update: August 2022	
19	Maintain and enhance our wildflower areas and grass verges	In Progress	Managed through property and facilities teams, plans to progress with more 'no mow' areas and introduction of more wildflower planting schemes through council led initiatives and implementation of wellbeing gardens across the service. Some stations are pursuing plans to implement community gardens which will also offer greater opportunities for improved wildflower and grass verges.	Sean will work with the internal Well-Being group to discuss how biodiversity can be met via the wellbeing gardens if at all possible.

20	Produce and implement a tree strategy and management plan.	In Progress	Need identified, some low level tree planting has taken place and we are working with local councils and community tree planting groups to facilitate this. Work is being undertaken in close partnership with the property management team to ensure all trees are included within an ongoing management plan.	A recorded assessment of our green inventory is required to identify planting opportunities. This will then need to be overlaid with estate management plan to ensure future building works do not infringe upon planting.
21	Develop partnerships with local wildlife groups.	In Progress	Predominantly through wildfire team & fire crime depts.	Opportunities for cross departmental and external collaboration can be explored in preparing for grass fire season.

Nature Recovery Action Plan Objective 4: Tackle key pressures (Climate change/Invasive non-native species/Habitat loss) on species and habitats

Action:		Status	Update: July 2021	Update: August 2022
22	Reducing waste production and promoting resource efficiency.	In Progress	Recent campaigns to encourage improved resource efficiency are underway including promotion of using waste as a resource within wellbeing gardens, work with schools to upcycle resources for use in community gardens, partnerships with local businesses who take old hose and recover into products for sale (funds to the fire fighters charity), awareness around the service culture of consumerism and what can be done to encourage a more resourceful approach.	A documented approach to achieving this and receiving buy in from affected depts is critical. No significant work has commenced as yet and a key determiner in achieving this is the waste management contract to be able to ascertain the effect initiatives will have.
23	Review processes and consider opportunities for improvements for wildlife in our New buildings/refurbishment schemes.	In Progress	Considered in property development processes however, needs to be formalised.	per point 20
24	Coordinate and support Section 7 species/habitat specific project work.	In Progress	Considered in property development processes however, needs to be formalised.	Research needs to be undertaken to determine requirements and report accordingly.
25	Continue to support the development of biodiversity across the PSB's	In Progress	Involved in a number of local authority working groups and community groups such as 60,000 trees in partnership with Bridgend college.	The Sustainability Officer to obtain a list of PSB's, who attends them and what they are about and determine how this will be addressed, i.e. personal attendance or sue of a PSB network.
26	To identify biodiversity risks and opportunities through our contracts risk register and take them into account when buying goods, works and services	Pending	Currently being considered however the process needs formalising with Property development and procurement teams.	This will be addressed via sustainable procurement work.
27	Implement a system for dealing with small quantities of decontamination run off which are deemed too hazardous to be dealt with by normal drainage and water undertakers. Specifically, through the use of absorbent materials to solidify hazardous decontamination run-off.	Need feedback	Believe this is done but unsure on how this is formalised from an operational perspective.	Sustainability Officer to confirm although this is more likely dealt with via COSH via the Operations Dept. Liaison with the Operations dept to confirm.

Nature Recovery Action Plan Objective 5: Improve our evidence, understanding and monitoring

Action:	Status	Update: July 2021	Update: August 2022
28 Monitor results of historical habitat improvement schemes to guide future projects.	In Progress	Informally achieved, however process needs to be formalised.	First we need to assess and document what we have to be able to progress.
29 Report biodiversity action through agreed national database.	Not started	Check this! To be actioned?	The Sustainability Officer is going to consult with other FRS's to learn about databases although initial research has not yielded results.

Nature Recovery Action Plan Objective 6: Put in place a framework of governance and support for delivery

Action:	Status	Update: July 2021	Update: August 2022
30 Ensure the Authority is fully compliant with legislative and policy requirements and proactive in biodiversity conservation	In Progress	Action - Implement an environmental compliance plan. Formalise how all legal requirements are captured and compliance is monitored (legal register?)	This is a priority! Set up an environmental system to document and monitor requirements in addition to collaborating with other FRS's.
31 Create a cross departmental sustainability working group to implement actions.	Complete	Currently achieved informally – through cross departmental liaison however a formal process may need to be implemented.	This is complete although is a continuing action. The Sustainability Steering Group (SSG) has been set up and meet quarterly.
32 Develop a SSSI Policy to provide guidance for operational response and the use of information on technical resources, ensuring that the emerging issue of increased risk of fire at “Waste Sites” (i.e. refuse derived fuel) and the impact of this on SSSI sites is considered where appropriate	Not Started	To be actioned	
33 Develop a SSSI Policy/Procedure/Guidance Note for use by Inspecting Officers, ensuring that the emerging issue of increased risk of fire at “Waste Sites” (i.e. refuse derived fuel) and the impact of this on SSSI sites is considered where appropriate	Not Started	To be actioned	
34 Identify relevant monitoring information for incidents attended at SSSI sites and adjacent to SSSI sites.	Not Started	To be actioned	collecting info after the incident, what can be collected?

Reference: 3080A2022

Date issued: July 2022

Audit of South Wales Fire and Rescue Authority's 2022-23 Improvement Plan

Certificate

I certify that, following publication in March 2022, I have audited South Wales Fire and Rescue Authority's Improvement Plan 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 section 15(6) to (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 prepare and publish an Improvement Plan describing its plans to discharge its duties to:

- make arrangements to secure continuous improvement in the exercise of its functions;
- make arrangements to secure achievement of its improvement objectives; and
- make arrangements to exercise its functions so that any performance standard specified by Welsh Ministers is met.

The Measure requires the Authority to publish its Improvement Plan as soon as is reasonably practicable after the start of the financial year to which it relates, or after such other date as Welsh Ministers may specify by order.

The Authority is responsible for preparing the Improvement Plan and for the information set out within it. The Measure requires that the Authority has regard to guidance issued by Welsh Ministers in preparing and publishing its plan.

As the Authority's auditor, I am required under sections 17 and 19 of the Measure to carry out an audit of the Improvement Plan, to certify that I have done so, and to report whether I believe that the Authority has discharged its duties to prepare and publish an Improvement Plan in accordance with statutory requirements set out in section 15 and statutory guidance.

Scope of the Improvement Plan 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, or whether the Improvement Plan published by the Authority can be achieved. Other assessment work that I will undertake under section 18 of the Measure will examine these issues. My audit of the Authority's Improvement Plan, therefore, comprised a review of the plan to ascertain whether it included elements prescribed in legislation. I also assessed whether the arrangements for publishing the plan complied with the requirements of the legislation, and that the Authority had regard to statutory guidance in preparing and publishing its plan.

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: Jane Hutt MS, Minister for Social Justice
Nick Selwyn, Manager

AGENDA ITEM NO 7.v

**FORWARD WORK PROGRAMME FOR
FIRE & RESCUE AUTHORITY 2022/23**

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
11 July 2022	Report on Proposed Priority Actions 2023/24	To advise Members of the proposed Priority Actions 2023/24 and to seek authority to enter into public consultation on these.	D	T/ACO CS Contact Officer: Sarah Watkins	Completed
11 July 2022	Principal Officer Vacancy – Post of Assistant Chief Officer, Director of Corporate Services	To seek approval to advertise the vacant Principal Officer post	D	ACO PS Contact Officer: Alison Reed	Completed
11 July 2022	Independent Pay Review – Principal Officers’ Remuneration	To present the findings of the Independent Pay Review for Principal Officers to Members (Deferred from March 2022)	D	ACO PS Contact Officer: Alison Reed	Completed
11 July 2022	Pension - Scheme Pays	To seek approval to amend the existing scheme pays procedure	D	ACO PS Contact Officer: Alison Reed	Completed
11 July 2022	Use of Emergency Powers	To present to Members the decision taken under delegated authorities by the CFO/ Monitoring Officer.	I	T/ACO CS Contact Officer: Geraint Thomas	Completed

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
11 July 2022	Welsh Government Thematic Review – Broadening the Role of Firefighters	To update Members on the impact and progress against the recommendations set out in the Fire Advisor’s report	I	CFO Contact Officer: Huw Jakeway	Completed
11 July 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.	I	T/ACO CS Contact Officer: Sarah Watkins	Completed
11 July 2022	Strategic Risk	To advise Members of the Strategic Risks of the organisation and how these are being treated, managed or reduced.	I	T/ACO CS Contact Officer: Sarah Watkins	On agenda
11 July 2022	End of year Health Check on Performance and Strategic Objectives 2021/22	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.	I	T/ACO CS & ACFO SD Contact Officer: Sarah Watkins	Completed

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
11 July 2022	Welsh Language Standards	To update Members on compliance against the Welsh Language Standards.	I	ACO PS Contact Officer: Alison Reed	Completed
26 Sept 2022	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 2023/24 Budget Setting Strategy.	D	Treasurer Contact Officer: Chris Barton	On agenda
26 Sept 2022	Budget Strategy 2023/24	To obtain clarification upon the political steer for the Budget Strategy for 2023/24 budget setting process.	D	Treasurer Contact Officer: Chris Barton	On agenda
26 Sept 2022	Treasury Management Outturn 2021/22	To advise Members of the year end treasury management position.	I	Treasurer Contact Officer: Chris Barton & Geraint Thomas	On agenda
26 Sept 2022	Job Evaluation	To advise Members of the progress of the Job Evaluation Process	I	ACO PS Contact Officer: Gill Goss	Deferred to 19 Dec to allow report to HR&E Comm on 7 Nov

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
26 Sept 2022	Health & Safety Annual Report 2021/22	To advise Members of Health & Safety performance of the organisation.	I	T/DCFO TS Contact Officer: Richie Prendergast	On agenda
26 Sept 2022	Carbon Reduction/Biodiversity Plans Update	To advise Members on the progress towards the actions set out in the Carbon Reduction and Biodiversity Plans	I	T/ACO CS Contact Officer: Lisa Mullan	On agenda
26 Sept 2022	Certificate of Compliance for the Audit of SWFRA's Improvement Plan 2022-23	To receive Audit Wales' certificate of audit of the Authority's 2022-23 Improvement Plan.	I	T/ACO CS Contact Officer: Geraint Thomas	On agenda
19 Dec 2022	Revenue and Capital Budget 2023/24	To seek approval for the proposed draft revenue and capital budgets.	D	Treasurer Contact Officer: Lisa Mullan	
19 Dec 2022	Treasury Management Mid Term Report 2022/23	To advise Members of the mid-year position in relation to our treasury management.	I	Treasurer Contact Officer: Lisa Mullan	

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
19 Dec 2022	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.	I	T/ACO CS Contact Officer: Sarah Watkins	
19 Dec 2022	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.	I	T/ACO CS Contact Officer: Geraint Thomas	
13 Feb 2023	Revenue & Capital Budget determination for 2023/24	To consider consultation responses and to set the recommended budget determination for consideration by the Fire Authority.	D	Treasurer Contact Officer: Chris Barton	
13 Feb 2023	Strategic Performance Indicators Target Setting 2023/24	To set the targets for the following financial year.	D	ACFO SD Contact Officer: Sarah Watkins	
13 Feb 2023	Pay Policy Statement 2021/22	To consider the Authority's Pay Policy Statement in compliance with the Localism Act 2011 and associated guidance.	D	ACO PS Contact Officer: Alison Reed	
13 Feb 2023	Gender Pay Gap Statement	To update Members on the analysis of the gender pay gap across the Service.	D	ACO PS Contact Officer: Alison Reed	

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
13 Feb 2023	Report on responses to the consultation on the Strategic Themes and Objectives for 2023/24	Members to approve the proposed strategic themes and objectives for 2023/24	D	T/ACO CS Contact Officer: Sarah Watkins	
27 March 2023	Treasury Management Strategy 2023/24	To secure Members' approval to the adoption of the Treasury Management Strategy 2023/24.	D	Treasurer Contact Officer: Lisa Mullan	
27 March 2023	Strategic Equality Plan	To provide Members with the current Strategic Equality Plan.	D	ACO PS Contact Officer: Andrew Jones	
27 March 2023	Report on Strategic Plan and Priority Actions 2023/24	To seek approval to publish the Strategic Plan and Priority Actions.	D	T/ACO CS Contact Officer: Sarah Watkins	
27 March 2023	Annual Report of the work of the Standards Committee during 2022/23	To advise Members of the work of the Committee.	I	T/ACO CS Contact Officer: Sarah Watkins	
27 March 2023	Annual Report of the work of the HR & Equalities Committee during 2022/23	To advise Members of the work of the Committee.	I	ACO PS Contact Officer: Alison Reed	

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
27 March 2023	Annual Report of the Work of the Local Pensions Board 2022/23	To advise Members of the work of the Board.	I	ACO PS Contact Officer: Alison Reed	
27 March 2023	SWFRA Summary Report of Activity 2022/23	To provide a summary of the activity and outcomes during 2022/23.	I	T/ACO CS Contact Officer: Sarah Watkins	
27 March 2023	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.	I	T/ACO CS Contact Officer: Sarah Watkins	
27 March 2023	Member Attendance	To review Member attendance 2022/23.	I	T/ACO CS Contact Officer: Sarah Watkins	
27 March 2023	Fire Authority & Committee Meeting Dates for 2023/24	To present Members with proposed dates of Authority & Committee meetings for the next municipal year.	I	T/ACO CS Contact Officer: Geraint Thomas	

Expected Date of Report	Report Name	Purpose of Piece of Work	Information or Decision	Lead Director/ Contact Officer	Progress
27 March 2023	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 Audit Wales work undertaken during the year, including data quality & PIs, HR work, a Framework update, whistleblowing and forward planning.	I	T/ACO CS Contact Officer: Geraint Thomas	

AGENDA ITEM NO 8

**To consider any items of business that the Chairperson deems urgent
(Part 1 or 2)**

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1.	Apologies for Absence	
2.	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.	
3.	Chairperson's Announcements	
4.	To receive the minutes of;	
	<ul style="list-style-type: none"> • Fire & Rescue Authority Meeting held on Monday 11 July 2022 • Finance, Audit & Performance Management Committee held on Monday 11 April 2022 • Finance, Asset & Performance Management Scrutiny Group Meeting held on Monday 4 April 2022 	5 15 19
5.	Update on Actions	23
6.	REPORTS FOR DECISION	27
6.i.	Medium Term Financial Strategy, Reserve Strategy & Revenue Budget Update Report	29
6.ii.	Independent Pay Review – Principal Officers Remuneration	57
7.	REPORTS FOR INFORMATION	67
7.i.	2021/22 Annual Treasury Management Review	69
7.ii.	Health, Safety & Wellbeing Annual Report 2021/22	81
7.iii.	Carbon Reduction and Biodiversity Plan Annual Update	109
7.iv.	Certificate of compliance for the Audit of South Wales Fire & Rescue Authority's 2022-23 Improvement Plan	121

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7.v.	Forward Work Programme for Fire & Rescue Authority 2022/2023.	123
8.	To consider any items of business that the Chairperson deems urgent (Part 1 or 2).	131