**COMMISSIONERS FOR SOUTH WALES FIRE AND RESCUE SERVICE**

**MINUTES OF THE BOARD OF COMMISSIONERS FOR**

 **SOUTH WALES FIRE AND RESCUE SERVICE MEETING**

 **HELD ON MONDAY, 12 FEBRUARY 2024 AT 1300 HRS**

**IN MEETING ROOM 08 AND REMOTELY VIA TEAMS**

**COMISSIONERS PRESENT:**

Mr Vij Randeniya, Chair

Baroness Wilcox of Newport

Mr Carl Foulkes

Mrs Kirsty Williams CBE

**OFFICERS PRESENT:**

T/CFO Stuart Millington, DCFO D Rose – Director of Service Delivery, ACO A Reed – Director of People Services, ACO G Thomas – Monitoring Officer & Director of Corporate Services, Mr C Barton – Treasurer, T/ACFO G Davies – Director of Technical Services, Mrs S Watkins – Deputy Monitoring Officer & Head of Corporate Support, Mrs L Mullan – T/Head of Finance, Procurement and Property.

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest made.

1. **CHAIRPERSON’S ANNOUNCEMENTS**

The Chairperson welcomed all to the meeting and formal introductions were given. It was requested that the term ‘Fire & Rescue Authority’ is removed and that all future communications, reports, papers, and interactions with the Commissioners is referred to as ‘Commissioners for South Wales Fire and Rescue Service’.

1. **REPORTS FOR DECISION**

**3.1 REVENUE AND CAPITAL BUDEGT DETERMINATION FOR**

**2024/5**

The Treasurer provided a presentation to provide context and background to the budget settings. The funding mechanism for the Service is based on the Fire Order which sets out the arrangements in the legislation. The budget is funded by the ten constituent authorities within South Wales and is funded in proportion of population to the constituent population size.

The report included the recommended revenue and capital budget for 2024/25 together with the responses to the consultation exercise undertaken.

The Commissioners were asked to approve the proposed revenue budget of £95,840,240 representing a 7.23% increase over that set for the previous financial year. This increase assumed that the Welsh Government will transfer additional firefighter pension funding to constituent councils in the final local government settlement in accordance with the practice it commenced at this stage last year.

Welsh Government have provided an announcement on Grants which has shown a reduction of £128,000. Commissioner Lady Wilcox suggested that the use of this £128,000 is reviewed. The Commissioners requested a paper to come back in relation to options around the service going forward.

The issue around Welsh Government changing their financing around grants this year whereby they go directly to the Councils was raised. At present, potential challenges are unknown, therefore when setting the Budget today, it will be important to return and review as changes are implemented. Lady Wilcox highlighted that these three issues identified must be a positive watching brief for South Wales Fire and Rescue Service.

In relation to the above, the Chairperson questioned when reports regarding the £128,000 were going to come back from Welsh Government. The Treasurer stated ideally before the start of the new financial year. The Deputy Chief Fire Officer assured the Commissioners that a report on Community Safety is being prepared and work is being done. This has been factored into the Treasurer’s budget proposal. The Commissioners will be updated on this matter in a timely manner.

Commissioner Williams queried the budget for the implementation plan of the KC Culture Review report and the working groups. In today’s presentation by the Treasurer, it was indicated that there is no budget associated to the review. Commissioner Williams asked the Treasurer what consideration was given to attaching resource financial, to the draft implementation plan. The Treasurer assured that there is capacity, and the budget will be revisited constantly.

**RESOLVED THAT**

3.1.1 The Commissioners approved the proposed revenue and capital budgets included within the report.

3.1.2 The Commissioners delegated authority to the Treasurer to make an appropriate adjustment to the revenue budget, if any additional pension funding is directed to the Service via grant.

**3.2 CONTRACT OF OFFICE CLEANING**

The Monitoring Officer presented a report requesting the Commissioners’ approval of the ongoing requirement for office cleaning services across all workplace locations. The current contract expires at the end of February 2024, and therefore a procurement tender process has taken place to ensure a new contract is available from the start of March 2024.

The Service have undertaken the full procurement tender exercise which is above the EU threshold. The Monitoring Officer shared that there was a considerable evaluation process undertaken with the Procurement and Property Maintenance Teams who contract manage this contract. The selection process was based on the most economically advantageous tender process.

The criteria used reflected quality, technical and price considerations. The contract was awarded to Adapt Business Services Ltd who are a Wales based medium sized organisation that meet the requirements of The Well-being of Future Generations Act.

The value of the contract is above the delegated threshold. Therefore, in line with the Contract Standing Orders, the Monitoring Officer sought The Commissioners’ approval to proceed with the award of contract for an initial period of three years with a further agreement if all contract management satisfactions are in place, an option to extend for a further four years.

**RESOLVED THAT**

3.2.1 The Commissioners approved the award of the contract for office clearing services to Adapt Business Services Ltd.

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

There were no items that the Chairperson deemed urgent.