**SOUTH WALES FIRE & RESCUE AUTHORITY**

**MINUTES OF THE FIRE & RESCUE AUTHORITY MEETING HELD ON MONDAY 18 DECEMBER 2017 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS**

**34. PRESENT:**

| Councillor | Left | Authority |
|---|---|---|
| D T Davies (Chair) | | Caerphilly |
| S Bradwick (Deputy Chair) | | Rhondda Cynon Taff |
| D Ali | | Cardiff |
| L Brown | | Monmouthshire |
| K Critchley | | Newport |
| R Crowley | | Vale of Glamorgan |
| C Elsbury | 1230 hrs | Caerphilly |
| S Evans | | Torfaen |
| K Gibbs | | Merthyr |
| J Harries | | Rhondda Cynon Taff |
| A Hussey | | Caerphilly |
| H Joyce | 1250 hrs | Cardiff |
| D Naughton | | Cardiff |
| S Pickering | | Rhondda Cynon Taff |
| A Roberts | | Rhondda Cynon Taff |
| A Slade | | Torfaen |
| V Smith | | Monmouthshire |
| H Thomas | | Newport |
| D White | | Bridgend |
| P Wong | | Cardiff |

**APOLOGIES:**

| | |
|---|---|
| K McCaffer | Vale of Glamorgan |
| M Phillips | Cardiff |
| C Smith | Bridgend |
| G Thomas | Blaenau Gwent |
| C Powell | Deputy Monitoring Officer |

**ABSENT:**

**OFFICERS PRESENT:-** CFO H Jakeway, DCO S Chapman – Monitoring Officer, ACO M Malson – Acting Director of People Services, ACFO A Thomas – Director of Service Delivery, ACFO R Prendergast – Director of Technical Services, Mr C Barton – Treasurer, AM S Rossiter – Acting Head of Operational Risk Management, Mr G Thomas – Head of Finance, Ms C Farrell, University of South Wales representative, Ms K Citric – Welsh Government Officer, Ms L Walters – Welsh Government Officer

## 35. DECLARATIONS OF INTEREST

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

The Treasurer declared an interest in agenda item 7.v, 'Report on the Principal Officer Temporary Appointment' and confirmed that he would withdraw from the meeting whilst this item was being discussed.

## 36. CHAIR'S ANNOUNCEMENTS

### WELCOME TO NEW MEMBERS

The Chair informed Members that since the last Fire & Rescue Authority meeting, there had been two changes in Member nominations from the following Authorities:- Councillor Jack Harries had replaced Councillor Graham Stacey from Rhondda Cynon Taff, and Councillor Alan Slade had replaced Councillor David Thomas. The Chair took the opportunity to formally welcome the new Members to the Fire & Rescue Authority.

The Chair also welcomed the return of Councillor Brown following a period of ill health.

A warm welcome was also extended to observers, Ms Lisa Walters and Ms Kerry Critic, from the Welsh Government, and to Ms Catherine Farrell from the University of South Wales.

## SUDDEN DEATH OF CARL SARGEANT

As it was the first Fire & Rescue Authority meeting to be held since the untimely death of Carl Sargeant, the Welsh Government's Cabinet Secretary for Communities & Children, as a mark of respect, Members and Officers held a minute's silence.

## PAY OFFERS

The Chair informed Members that the Employers side on the National Pay Negotiating Committee had made offers in response of Grey and Green Book pay. In respect of Grey Book pay Members were reminded that an offer of 2% for the current year, and 3% for next year, was rejected in September by the Fire Brigades Union. The offer had now been made and accepted to pay the 1% allocated in Fire & Rescue Service budgets for the current year immediately, but with the proviso that this was not in full and final settlement for the current year, and that negotiations would continue.

For Green Book staff the offer of an average 2% pay award for the next two years had been made, and was currently out to consultation. However, this offer provided different percentage increases for different pay points, ranging from 2% to 9% in 2018, and staged increases for different pay bands in 2019.

## INVESTORS IN PEOPLE AWARD

The Chair was pleased to announce that South Wales Fire & Rescue Service had once again been awarded silver accreditation against the Investors in People Standard, demonstrating the Service's commitment to high performance through good people management.

The HR & Equalities Committee would receive a presentation and a full report on the Investors in People Assessment at a future meeting.

## PENSIONS TRAINING

Councillors Bradwick, Smith and Pickering were reminded of the Pensions Training Seminar which would take place in Cheltenham

on Monday, 8 January, 2018. Officers would be in contact with transport arrangements prior to the date.

## 37. MINUTES OF PREVIOUS MEETINGS

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

- Finance, Asset & Performance Management Working Group meeting held on 13 March, 2017
- Local Pension Board meeting held on 3 July 2017
- HR & Equalities meeting held on 17 July 2017
- Finance, Audit & Performance Management meeting held on 11 September 2017
- Fire & Rescue Authority meeting held on 25 September 2017

## 38. UPDATE ON ACTIONS

The Deputy Chief Officer informed Members of actions undertaken since the last meeting, and provided updates on minute numbers:- 13/14-86.6.2, 15/16-33.1 and 17/18-18.1

Following a query on the new Joint Fire Control Centre, Officers informed Members that payments and agreements were still incomplete and would be finalised shortly.

Officers were pleased to report that South Wales FRS Fire Control operators had moved into the new premises in Bridgend on 11 October, 2017, and Mid & West Wales FRS personnel moved in on 18 October, 2017. Members would be invited to attend an official opening in due course.

## 39. REPORTS FOR DECISION

### 39.1 WALES AUDIT OFFICE ANNUAL IMPROVEMENT REPORT 2016/2017

The Deputy Chief Officer informed Members that the presented report concluded the Wales Audit Office review of the Authority's

delivery and evaluation of services in relation to 2016/2017, and whether it believed that the Authority was likely to make arrangements to secure continuous improvement for 2017/2018.

**RESOLVED THAT**

Members accepted the Wales Audit Office Annual Improvement Report 2016/2017 for the Authority.

## 39.2 HALF YEARLY HEALTH CHECK ON PERFORMANCE AND STRATEGIC OBJECTIVES 2017/2018

The Deputy Chief Officer confirmed that the presented report would give assurance to the Members of the Fire & Rescue Authority and Senior Management within South Wales Fire & Rescue Service on progress towards achievement of the Strategic Objectives and performance of the Strategic Performance Indicators for the first two quarters of 2017/2018.

**RESOLVED THAT**

Following a lengthy question and answer session on issues with attending 9 Public Service Boards, and dealing with Unwanted Fire Signals, Members agreed to note the performance details and statistical data for the first two quarters of 2017/2018 contained within the report.

## 39.3 CORPORATE RISK REGISTER 2017 – HALF YEARLY REVIEW OF STRATEGIC RISK

The Deputy Chief Officer presented a report for Members to consider the strategic risks within the Corporate Risk Register and the management of those risks.

**RESOLVED THAT**

Following a review of the strategic risks contained within the Corporate Risk Register, and discussion on delays with the Emergency Services Network project, Members agreed the validity of the strategic risks.

## 39.4 REVENUE BUDGET ESTIMATE 2018/2019

The Treasurer presented a report for Members to approve the Revenue Budget estimate for 2018/2019, as reported to and recommended by the Finance, Audit & Performance Management Committee on 4 December, 2017.

**RESOLVED THAT**

Members unanimously approved the contributions budget of £71,162,672 for the financial year 2018/2019.

Members thanked the Treasurer and Officers for their hard work and efforts in estimating the Revenue Budget for the Fire & Rescue Authority.

## 39.5 TREASURY MANAGEMENT MID-TERM REVIEW REPORT 2017/2018

The Treasurer informed Members that the Treasury Management Mid-Term Review Report provided an update on the Authority's treasury activities for the period 1 April – 30 September, 2017.

**RESOLVED THAT**

39.5.1 Members agreed to note the report and the treasury activity for the period.

39.5.2 Members agreed to approve the changes to the investment criteria.

## 39.6 REPORT REQUESTING AMENDMENT TO POLICY FOR USING DELEGATIONS

The Deputy Chief officer informed Members that in September 2016, following various reports on different disposal options available to the Authority and Officer, and WECTU advice, the Fire & Rescue Authority agreed delegations to Officers relating to the policy for disposal of end of life appliances and vehicles, and redundant equipment to charities through FIRE AID.

Since this time it had become apparent that the uptake of vehicles and equipment through FIRE AID had not been at the level

expected. As a consequence, it had not been possible to dispose of assets within the required timescales, and therefore, it was requested that the policy for the disposal of vehicles and equipment was enhanced to allow more flexibility, as described within the report.

**RESOLVED THAT**

39.6.1 Following a question and answer session on the 'Welsh Extremism Counter Terrorism Unit', Members agreed for suitable vehicles to be offered initially for secure disposal through FIRE AID, but where no interest in the vehicle was generated within a reasonable time, alternative secure disposal methods be pursued.

39.6.2 Members agreed for suitable vehicles to be disposed of through appropriate competitive means to ensure best value was secured for the Authority.

39.6.3 Members agreed for suitable equipment to be offered initially for disposal through FIRE AID, but where no interest in the equipment was generated within a reasonable time, alternative appropriate disposal methods be pursued.

39.6.4 Members agreed for suitable equipment to be disposed of through appropriate competitive means to ensure best value was secured for the Authority.

**39.7 HEALTH, SAFETY AND WELLBEING ANNUAL REPORT 2016/2017**

The ACFO Technical Services and Acting Head of Operational Risk Management, delivered an electronic presentation to Members on the Health, Safety and Wellbeing report for 2016/2017. They provided a summary of the key activities undertaken, and the performance of South Wales Fire & Rescue Service in the area of Health and Safety.

**RESOLVED THAT**

39.7.1 Following a question and answer session, Members agreed to accept the report on the performance of South Wales Fire & Rescue Service in the area of Health, Safety and Wellbeing

39.7.2 Members agreed to note the overall success achieved during 2016/2017 in the delivery of an environment that was supportive of the Health, Safety and Welfare of staff.

39.7.3 Members agreed to endorse and support the range of initiatives underway to proactively and reactively support the Health, Safety and Wellbeing of staff employed by South Wales Fire & Rescue Authority.

## 40. REPORTS FOR INFORMATION

### 40.1 SUMMARY OF THE NATIONAL ISSUES COMMITTEE MEETING

The Deputy Chief Officer presented a report to Members on the outcomes of the September 2017 meeting of the Fire & Rescue Services All Wales National Issues Committee.

**RESOLVED THAT**

Members agreed to note the content of the National Issues Committee summary report.

### 40.2 WALES AUDIT OFFICE ANNUAL AUDIT LETTER 2016/2017

The Deputy Chief Officer presented a report to Members which summarised the Wales Audit Office Annual Audit Letter 2016/2017. It concluded that the Authority had complied with its responsibilities relating to financial reporting and use of resources, and that the Auditor General was satisfied that the Authority had appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

**RESOLVED THAT**

Members agreed to note the Wales Audit Office Annual Audit Letter 2016/2017 for the Authority.

**40.3 INDEPENDENT REMUNERATION PANEL FOR WALES' DRAFT ANNUAL REPORT – FEBRUARY 2018**

The Deputy Chief Officer presented a report which brought Members attention to the relevant sections of the Independent Remuneration Panel for Wales Draft Annual Report that related to payments to Members of Welsh Fire & Rescue Authorities.

**RESOLVED THAT**

Members agreed to note the extract of the Independent Remuneration Panel's Draft Annual Report, attached at Appendix 1 to the report, which provided details of payments to Members of Welsh Fire & Rescue Authorities.

**40.4 REPORT ON FIRE MEDICAL RESPONSE PILOT**

The ACFO Service Delivery presented a report for Members to consider the Fire Medical Response (FMR) Pilot final report.

**RESOLVED THAT**

40.4.1 Members agreed to receive and note the report on the Fire Medical Response Pilot.

40.4.2 Officers agreed to email a copy of the independent report which supported Fire Medical Response to all Members.

The Treasurer withdrew from the meeting whilst the following item was being discussed by Members.

**40.5 REPORT ON THE PRINCIPAL OFFICER TEMPORARY APPOINTMENTS**

The Chief Fire Officer informed Members that following the announcement from the Director of People Services of his retirement, the presented report summarised the temporary and

interim arrangements that he was making to ensure the post of Assistant Chief Officer People Services was covered.

**RESOLVED THAT**

Members agreed to note the arrangements that would be made following the retirement of the Director of People Services.

The Treasurer returned to the meeting.

## 40.6 MEMBERS ATTENDANCE FROM APRIL 2017

For Members information the Deputy Chief Officer presented a detailed report on Members attendance at various Fire Authority meetings and training sessions since April 2017.

**RESOLVED THAT**

Members agreed to note the information on Members attendance.

## 40.7 FORWARD WORK PROGRAMME

The Deputy Chief Officer presented the Forward Work Programme for 2017/2018, and advised Members that they would receive a report on the Grenfell Fire at February's meeting.

**RESOLVED THAT**

40.7.1 Members agreed to note the Forward Work Programme for 2017/2018.

40.7.2 Following a recommendation by the Chair, Members agreed that the two new Members would occupy the vacancies created by their predecessors on the various Fire Authority Committees

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

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

The Chair concluded the meeting by wishing Members and Officers a very Merry Christmas and Happy New Year.