

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

## FIRE & RESCUE AUTHORITY SUMMONS

### SOUTH WALES FIRE & RESCUE AUTHORITY

You are required to attend a meeting of the South Wales Fire & Rescue Authority **To be held via StarLeaf - Access Code: 4702534300** on **Monday, 19 July 2021 at 1030 hours.**

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

**Any issues please contact**  
**01443 232000 and ask for Member Services**

### A G E N D A

1. Apologies for Absence
2. 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;

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- Fire & Rescue Authority Annual General Meeting held on 14 June 2021 21
- Local Pension Board Committee held on 25 January 2021 29

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Signature of Proper Officer:



## MEMBERSHIP

### Councillors:

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

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**SOUTH WALES FIRE & RESCUE AUTHORITY**

**MINUTES OF THE FIRE & RESCUE AUTHORITY MEETING  
HELD ON MONDAY, 22 MARCH 2021 AT 1030 HOURS  
VIA STARLEAF**

**50. PRESENT:**

Councillor	Arrived	Left	Authority
D T Davies (Chair)			Caerphilly
S Bradwick			Rhondda Cynon Taf
L Brown			Monmouthshire
M Colbran			Merthyr Tydfil
P Drake			Vale of Glamorgan
S Evans			Torfaen
A Hussey			Caerphilly
C Elsbury	11:00		Caerphilly
D Naughton			Cardiff
A Lister	10:36	11:35	Cardiff
J Williams	11:06		Cardiff
A Roberts			Rhondda Cynon Taf
V Smith			Monmouthshire
M Spencer			Newport
H Thomas			Newport
D White		12:10	Bridgend
R Shaw			Bridgend
W Hodgins	10:40		Blaenau Gwent
G Holmes			Rhondda Cynon Taf
A Jones		12:01	Torfaen

**APOLOGIES:**

J Harries	Rhondda Cynon Taf
H Jarvie	Vale of Glamorgan
D Ali	Cardiff
S Ebrahim	Cardiff

**OFFICERS PRESENT:** CFO H Jakeway; DCO S Chapman – Monitoring Officer; Mr C Barton – Treasurer; ACO A Reed – Director of People Services; ACFO R Prendergast – Director Technical Services; ACFO Dewi Rose – Director Service Delivery, Sarah Watkins – Head of Corporate Support; Mr Owen Jayne - Head of Business Fire Safety; Mr Nick Selwyn - Wales Audit

## **51. DECLARATION OF INTEREST**

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

Councillor S Evans declared an interest in agenda item 5 – Update on Actions in relation to New Inn Fire and Rescue Station, advising that he is a member of the Planning Committee within his home authority.

## **52. CHAIR'S ANNOUNCEMENTS**

### **Related Party Transactions**

The Chair advised that Members will have received an email from Natalie Green asking for completion of the Related Party Transaction forms and to be returned by the end of the month at the latest. He requested that those who have yet to complete and return their form please do so within the next week.

Councillor Bradwick queried why paper copies have not been provided, as he does not have a printer available.

The Deputy Chief Officer advised that it is the intention that Members complete and return the form electronically to reduce the carbon footprint, but added that if Members would prefer a paper copy this can be provided by contacting Natalie Green.

### **Volunteers for Vaccination Centres**

The Chair advised Members that the Service has been working with the Health Boards to provide volunteers for vaccination centres to enable the vaccination programme to proceed as quickly as possible.

To date a number of shifts have been completed by staff from across the organisation to assist our health colleagues.

The Chair requested that Members' appreciation be extended to staff involved.

### **Investors in People (IIP)**

The Chair was pleased to inform Members of the outstanding achievement that the Service has received in the recent Investors in People assessments.

The Service undertook the assessments in a challenging time nationally and used the digital platform to reach out to all employees with great success.

The assessments and informal group meetings were well received and contributed to the Service receiving Gold in the People survey and an incredible achievement with Silver in the Health and Wellbeing, this award being the first to be issued to any organisation in Wales.

He advised that following the last assessment in 2017 where the Service was awarded silver, there has been significant progress, and he is certain that with the recommendations in the 2021 report officers are committed to ensuring progress continues.

The Chair made reference to the assessor's comments in how the Service has responded during the Covid pandemic; the way in which appliance availability has been maintained, home working, use of technology, leadership and the passion of all staff to ensure the communities of South Wales remain safe, well and protected, adding that Members share this positive view and this is something that all in the Service should be very proud of.

It is the intention for the full reports to be released over the coming weeks, with more detailed briefings to follow to the HR & Equalities Committee.

The Chair wished to record thanks and appreciation to all staff involved.

### **Best Wishes**

The Chair extended best wishes from Members to the wife of the Chief Fire Officer who is recovering from an operation, and wished her a speedy recovery.

### **Meeting with Deputy Minister held Wednesday 17<sup>th</sup> March 2021**

The Deputy Chief Officer provided an update to Members from the meeting held with the Deputy Minister on 17<sup>th</sup> March 2021.

- **Broadening the Role of Firefighters**

The Deputy Chief Officer confirmed that a detailed specification has now been agreed by the task and finish group. The Deputy Minister has had positive meetings with the Fire Brigades' Union who indicated that they are sympathetic with the direction Wales are travelling in. The Deputy Minister had confirmed that the next steps of Broadening the Role of the Firefighter will not occur until after the May election, and that Welsh Government will be issuing a statement imminently.

- **Covid Pandemic**

The Deputy Chief Officer advised that the Deputy Minister was made aware of the assistance being given by the Service to partners such as local health boards and most recently at the Covid vaccination centres. She was also advised of the lateral flowing testing that has commenced at the Joint Fire Control, which will be rolled out across the Service over the coming weeks. The Deputy Minister was also briefed upon the Services maintenance of critical services throughout the pandemic.

- **Building Safety**

The Deputy Chief Officer advised that discussions took place in relation to the Building Safety White Paper currently out for consultation. The Deputy Chief Officer briefed the Minister that the resource implications detailed within the impact assessment were woefully understated and that there would be a significant workload implication for the fire and rescue services in Wales, with South Wales requirements exceeding the all Wales figures quoted in the report. This position was echoed by both North Wales and Mid and West Wales FRS.

Councillor Bradwick queried whether the successor to the Chief Fire Officer at North Wales Fire and Rescue Service had been announced. The Chief Fire Officer confirmed Dawn Docx has been appointed as the new Chief Fire Officer on the retirement of Simon Smith.

### **53. MINUTES OF PREVIOUS MEETINGS**

The minutes of the Fire & Rescue Authority held on 8 February 2021 were received and accepted as a true record.

The minutes of the HR & Equalities Committee held 2 November 2020 were received and accepted as a true record.

The minutes of the FAPM Committee held 23 November 2020 were received and accepted as a true record.

### **54. UPDATE ON ACTIONS**

The Deputy Chief Officer updated Members on the potential acquisition of land at New Inn for construction of a new fire station, confirming that a 12 week exclusivity period has been agreed with the owners, enabling the Service to commence ground investigations and surveys.

### **RESOLVED THAT:**

Members noted the update on actions.

### **55. REPORTS FOR DECISION**

#### **55.1 GENDER PAY GAP STATEMENT**

The Director of People Services presented to Members the 2020 Gender Pay Gap Statement.

She was pleased to confirm that figures show an improvement from last year with a Mean (average) of 14.9% as opposed to last year's figure of 16.34% and



in terms of median (average), 14.59% as opposed to last year's figure of 20.92%.

A number of activities have taken place to improve gender equality, including ensuring a mix of genders on interview panels, blind sifting on recruitment processes and pathways for all staff. She advised that this is a work in progress and there is more to do. The Service will continue to look through all its procedures to see where improvements can be made.

**RESOLVED THAT:**

Members approved the 2020 Gender Pay Gap Statement to be published by 31 March 2021.

**56.2 SOUTH WALES FIRE AND RESCUE AUTHORITY – ANNUAL PAY POLICY STATEMENT 2021/22**

The Director of People Services presented the report advising Members of the Annual Pay Policy Statement 2021/2022. She advised Members that there are no changes proposed other than the update to salary which are now reflective of current rates.

**RESOLVED THAT:**

Members reviewed and approved the 2021/2022 Pay Policy Statement to be published by 31 March 2021.

**56.3 TREASURY MANAGEMENT STRATEGY 2021/22**

The Treasurer presented the Treasury Management Strategy 2021/22 report requesting Members consider the treasury management activities required to deliver capital spending plans in a prudent and sustainable manner and ensure cash resources are managed effectively for the next three years.

The Treasurer drew Members attention to capital expenditure requirements noting that the 2021/22 figure equates to approximately £8.6m, he confirmed this reflects carry over and slippage of current year. He also noted that the borrowing figures increase to £38m by 2023/24, this reflects the aspirational nature of some of the projects and shows a worst case scenario.

He also noted the percentage of the budget which is being used shows an increase from 5.97% in 2019/20 to 7.49% estimated for 2023/24. He advised that it is not unusual for authorities to have a 6-7% limit and is well within the boundary of what was expected. He confirmed a ceiling of 10% is in place, adding that in practice, other sources of finances are usually found, thus keeping numbers down.

Councillor Shaw queried the increase to 7.49% adding that he feels this is rather high. He also queried counterparty risk for the Authority.

The Treasurer acknowledged the upward trend, but assured Members that figures are monitored regularly through budget processes. Regards the comment that the figure is high, he confirmed that this figure is normal and in line with local authorities. He wished to reassure Members that figures are constantly monitored via a fully transparent process, if it is deemed the figure is too high, then this will be addressed through the budget process for future years.

Regards counterparty risks, this is essentially the placing of cash on a temporary low interest rate basis. He confirmed that security of investment is monitored very carefully with investment only being placed with assured lenders, e.g., main banks.

## **RESOLVED THAT**

Members noted and approved:

- The Treasury Management Strategy Statement
- Capital prudential indicators and Minimum Revenue Provision policy
- Borrowing policy and treasury indicators/limits
- Annual Investment Strategy
- The Treasurer to update strategies and policies as necessary throughout the year

## **56.4 2015 PENSION REFORMS: HMT CONSULTATION OUTCOMES AND UPDATE ON LEGAL CHALLENGE**

The Director of People Services presented the report that updates Members on the McCloud/Sargent judgement which followed a successful legal challenge from the Fire Brigades Union on behalf of its members on the grounds of discrimination. The report focusses on two aspects: HM Treasury consultation on Remedy proposals and Schedule 22 Appeal Judgement.

The Director of People Services advised that, in relation to the Remedy Proposal, members will be able to make their decision between scheme benefits shortly before benefits are paid from the scheme (at retirement).

She further advised that in relation to the Schedule 22 Appeal Judgement, the appeal was based on the argument that the fire and rescue authorities did not make the legislation which was found by the Court of Appeal to be discriminatory on the grounds of age, but were bound to follow it because it was law. The EAT held that the fire and rescue authorities cannot rely on the

Schedule 22 defence. Since the outcome was reported the steering group managing the litigation had met to consider appealing the decision, but following detailed legal advice it was decided not to appeal, therefore it is now for the fire and rescue authorities to take the next steps. The Treasury and HMRC are putting together guidance for fire and rescue authorities which will advise on a number of issues such as taxation.

Councillor Smith queried the number of cases the Authority will be faced with in 2022.

The Director of People Services advised that there will be a few hundred who will need immediate action, e.g., those in immediate detriment, are about to retire or have retired. Looking forward, there will be several hundred members who will have the option to choose the best scheme that works for them on retirement. She advised that work will now take place with the pension's administrators to line up pensions admin support, it is expected that this will be a huge undertaking.

Councillor Brown queried why the UK government decided not to appeal the decision.

The Deputy Chief Officer advised that there was detailed consideration by the Steering Committee but there were three grounds the appeal would have to succeed on, and after considering advice they decided not to appeal any further.

## **RESOLVED THAT**

56.4.1 Members acknowledged the publication in February 2021 of the UK government's response to the consultation on public service pension schemes; and

56.4.2 acknowledged the outcome of the Employment Appeal Tribunal which was issued in February 2021.

## **56.5 LOCAL GOVERNMENT & ELECTIONS (WALES) ACT 2021**

The Deputy Chief Officer presented the report that summarises the key provisions within the new legislation that impact upon the Fire and Rescue Authority.

The Deputy Chief Officer advised Members of a number of key provisions one of which relates to the administration of Fire and Rescue Authority and Committee meetings, confirming that as of 1<sup>st</sup> May 2021 Members will have the choice to either attend meetings in person or remotely, either from home, council offices etc. She confirmed that work is underway to improve access to virtual meetings, and also the ability for Members to vote electronically. She

advised that another key change relates to issuing agenda and reports electronically, this ties in with the Welsh Government drive to digitalising more areas of work and reducing the carbon footprint across Wales, adding that this is also being considered by ICT, with the possibility of being able to access agenda and papers from another device.

She further reported that there is provision for fire and rescue authorities to no longer be part of the improvement authority provisions under the Welsh Measure, but this provision will not be brought into force until a new performance regime has been developed, which will be after the Welsh Government elections and after the development of the new National Framework for Fire.

She advised that another area relates to the holding of public inquiries, confirming that an inquiry can only be held if the combination order geographic areas are to be changed or the combination order is being revoked, in any other situation Welsh Government may cause an inquiry to be held.

Lastly, the Deputy Chief Officer confirmed that going forward it will be a requirement for fire and rescue authorities' Standards Committees to produce an annual report on discharge of their work.

Councillor White queried progress on 'teams'. The Deputy Chief Officer confirmed that Members had previously approved the ICT strategy of which 'teams' was included.

The Director of Technical Services confirmed that a procurement exercise has been completed and a meeting is taking place with the delivery partner this week. He commended Members on how well they have coped with the challenges brought about by the Covid pandemic, and was pleased to note that all meetings have been able to take place remotely.

Councillor Naughton wished to thank officers for all that they done during the pandemic to ensure meetings are still held.

## **RESOLVED THAT**

- 56.5.1 Members noted the changes introduced for fire and rescue authorities by the Local Government & Elections (Wales) Act 2021; and
- 56.5.2 delegated authority to the Monitoring Officer to make any necessary changes to the Fire and Rescue Authority's constitutional documents to give effect to the legislation.

## **56.6 PROPOSED NEW TERMS OF REFERENCE FOR SCRUTINY COMMITTEE**

The Deputy Chief Officer presented the report that summarises the consideration that Members have given to the issue of reforming Fire & Rescue Authority (FRA) scrutiny with a view to making this more independent from key committee decision makers. The report proposes updated terms of reference for a newly formed Scrutiny Committee further to Members' consideration of an earlier report (12 October 2020) on proposed reform of FRA scrutiny. It highlights the likely knock on implications that such changes will have on the membership of other FRA committees and also considers an alternative proposal put forward by the FAPM Committee at their meeting last week on 15 March 2021. The alternate option involves merging the FAPM and HR & Equalities Committees into a single new resources committee of 10 Members and increasing the membership of the Scrutiny Committee also to ten Members. The same rules as to not sitting on both the new resources committee and the Scrutiny Committee would apply.

Councillor Naughton expressed his concern regards overstretching of Members. He added that if committees were merged there would be an issue with balance plus some Members could be overworked. He expressed that he would wish to keep committees separate, with the Scrutiny Committee comprising of seven members with the option for three independent members to opt on.

Councillor Evans commented that membership only works if all Members attend meetings, advising that there is added pressure on other Members to make up the short fall. He felt that the new proposal would negate this going forward.

### **RESOLVED THAT:**

Members agreed to refer the issue back to FAPM Scrutiny Committee, HR & Equalities Committee and FAPM Committee for them to consider both committee options in further detail and provide views back to a later Fire and Rescue Authority meeting.

## **56.7 AUDIT WALES ANNUAL AUDIT SUMMARY 2019/20**

The Audit Wales Auditor presented the report that concludes the Audit Wales review of the Authority's audit of financial and performance reporting for 2019/20. He was pleased to report that overall there are no issues of concern and that the review resulted in a very positive conclusion.

The Chair thanked all involved for their hard work in producing another positive report.

**RESOLVED THAT**

Members accepted the Annual Audit Summary for 2019/20 and noted the positive outcomes in relation to the financial audit, performance and improvement audit and well-being of future generation's audit.

**56.8 REPORT ON STRATEGIC PLAN 2020**

The Deputy Chief Officer presented the report requesting that Members approve the publication of the South Wales Fire and Rescue Service 2nd year of their Strategic Plan 2020-2030 by 31<sup>st</sup> March 2021.

**RESOLVED THAT**

Members approved the publication of the South Wales Fire and Rescue Service 2nd year of their Strategic Plan 2020-2030 by 31<sup>st</sup> March 2021.

**56.9 ONE GWENT-WIDE PUBLIC SERVICE BOARD (PSB)**

The Chief Fire Officer presented the report that advises Members of the intention to amalgamate 5 Public Service Boards into One Gwent-Wide PSB.

He advised that since the introduction of the Well-being of Future Generations (Wales) Act 2015 there has been continued dialogue and discussion on establishing a Gwent-wide PSB. Discussions have taken place at the G10 meetings and it is now felt that professional working relationships have been established and leaders believe now is the right time to move to a single PSB direction. He added that the merger of five PSBs into one will see a decrease in time spent at these PSBs for himself and other officers.

**RESOLVED THAT**

Members recognised the work of G10 to date and the direction of travel to a Gwent wide and single PSB, and as a Statutory Partner approved the establishment of a Gwent-wide PSB

**56.10 GRENFELL TOWER INQUIRY THEMATIC REVIEW REPORT**

The Chief Fire Officer presented the report and gave an overview of the thematic review into the extent to which the Welsh Fire and Rescue Services have taken action to address the Grenfell Tower Inquiry recommendations.

He was pleased to advise that Services within Wales were proactive, and did not wait for the recommendations before implementing changes. He confirmed that within South Wales a team was set up immediately to review all high rise buildings, adding that a number were identified that had failed. He confirmed

that the majority of these buildings have now been remedied although some still need work on them.

He advised that it was heartening to read the findings of the Advisor that work undertaken by the Service in anticipating and then responding to the GTI Phase 1 report recommendations has substantially reduced the likelihood of such catastrophic outcomes at an incident occurring in Wales.

The Chair noted the onus on the management of risks, and queried whether there are any instances of firefighters not being able to gain access. The Chief Fire Officer confirmed that generally building maintenance and fire management will attend and audits are pretty good, but there are buildings that do not comply, for which enforcement action will be taken.

The Chair queried whether it is likely monthly reports will be submitted to the Service from building managers/owners.

The Chief Officer confirmed the Service has operational intelligence for buildings, but it is always a challenge to ensure details are kept up to date.

## **RESOLVED THAT**

- 56.10.1 Members acknowledged the thematic report of the Welsh Minister's Fire Advisor into the Grenfell Tower Inquiry.
- 56.10.2 Agreed that the report will be considered by the Service's Operational Co-ordination Group and the High Rise Task Group; and
- 56.10.3 A further report be provided to the Fire Authority as to the update of this work

## **56.11 SAFER BUILDINGS IN WALES - WELSH GOVERNMENT CONSULTATION**

The Director of Service Delivery presented the report that updates Members on a Welsh Government White Paper that sets out proposals for comprehensive reform of legislation that contributes to building safety and the Fire & Rescue Authority's consultation response.

He advised that the Welsh Government are proposing a new 'Building Safety Regime for Wales'. This will present a significant overhaul to the existing system. It would also result in the most expansive building safety regime in the UK. The proposal would have a significant impact on the resourcing demands placed on the Fire & Rescue Service, and any future

amendments to the Risk Based Inspection Programme would have an impact on current statutory work, based on existing resources.

He confirmed that Welsh Government have indicated the creation of two FTE officers for the whole of Wales, but it is the belief that they have greatly underestimated what additional requirements will be needed. He added that these proposed changes will have a big impact on the Service, and currently it is hard to quantify what exact resources will be required, but it will be in excess of those identified by Welsh Government. He believes there will be a number of posts required within the Service, in addition to the need to re-align resources to deal with this increase in work for the Business fire Safety team.

He drew Members attention to the intended response that has been drafted by the Head of Business Fire Safety.

Councillor Evans noted the cost implications.

The Head of Business Fire Safety confirmed that there will be financial implications as the Service will be involved in the design, construction and beyond phases. He added that requests will come to the fire and rescue service via the gateway approach.

The Deputy Chief Officer added that all three Services emphasised the additional resource requirements that will be needed at the recent meeting with the Deputy Minister.

Councillor Shaw agreed with Councillor Evans regards the added cost implications but noted that there could be an enhanced need at the beginning that will reduce once complete.

The Head of Business Fire Safety confirmed that when considering a new regime, immediate training and competency impact will be considered. Officers will become more experienced, but currently there are over 37,000 extra buildings coming into scope, so the Service will need to accommodate for the maximum.

Councillor Naughton queried whether there are any plans to work with local authorities to find out actual number of Category 2 buildings

The Head of Business Fire Safety confirmed that the Service works alongside building control and Welsh Government, and have done so from the outset of the Grenfell incident. He added that there has been some aligning of databases, but some work will need to be done regards houses converted into flats, and the sharing of this data.



Councillor Holmes expressed his displeasure that local authorities are not able to check plans within their own area, he feels it is an insult to the professionalism of local authorities. The Head of Business Fire Safety advised that this requirement is a check and balance, as the Hackett Review commented that it was a broken system and needed extra scrutiny in place.

## **RESOLVED THAT**

- 56.11.1 Members approved the consultation responses provided by the Head of Business Fire Safety on behalf of South Wales Fire Authority prior to submitting to the Welsh Government by 12 April 2021.
- 56.11.2 Members acknowledged the likely impacts on the Service if the proposed 'Building Safety regime' outlined in the White Paper for Wales is implemented.

## **57. REPORTS FOR INFORMATION**

### **57.1 ANNUAL REPORT OF THE WORK OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE AND THE DISCHARGE OF THE TERMS OF REFERENCE OF THE FINANCE, ASSET & PERFORMANCE MANAGEMENT SCRUTINY GROUP**

The Head of Corporate Support presented the annual report on the work of the Finance, Audit & Performance Management Committee and its Scrutiny Group for the municipal year 2020/2021.

## **RESOLVED THAT**

Members noted the work undertaken by the Finance, Audit & Performance Management Committee and Scrutiny Group during the municipal year 2020/2021.

### **57.2 ANNUAL REPORT OF THE WORK OF THE HR & EQUALITIES COMMITTEE DURING 2020/21**

The Director of People Services presented the report which informs Members of the work that the HR & Equalities Committee has undertaken during the Municipal Year 2020/2021

Councillor Drake wished to thank the Director of People Services and staff for their hard work undertaken in all aspects of HR.

**RESOLVED THAT**

Members noted the work of the HR & Equalities Committee.

**57.3 SUMMARY OF THE LOCAL PENSION BOARD WORK PROGRAMME**

The Director of People Services presented the report that informs Members of the work that the South Wales Fire & Rescue Authority Local Pension Board has undertaken during the Municipal Year 2020/2021.

She noted that a senior member of the Authority's pension's administrator now sits on the board which has been welcomed. The knowledge and expertise this person brings to the Board is very useful. She also advised that upskilling of members has taken place, also a Member's handbook has been created, advising of every aspect of running a Pensions Board.

Councillor Bradwick wished to note his thanks to the Head of People Services and the excellent work and guidance she provides, and thanks were also extended to her team. He was pleased to note the attendance of the pension's administrator at the meeting.

**RESOLVED THAT**

Members noted the work of the South Wales Fire & Rescue Authority Local Pension Board.

**57.4 WORK OF THE PUBLIC SERVICE BOARDS (PSB)**

The Deputy Chief Officer presented the report that highlights the work being undertaken by the PSBs and how this impacts upon the work of South Wales Fire and Rescue Service.

**RESOLVED THAT**

Members noted the content of the report.

**57.5 SUMMARY OF THE NATIONAL ISSUES COMMITTEE UPDATE 2019-2021**

The Chief Fire Officer presented the report that updates Members on the outcomes of the Welsh Fire and Rescue Services' National Issues Committee.

He advised that, although a meeting of the NIC had not been held for a while, he wished to reassure Members that workstreams had been progressing and collaboration is still at the forefront of everything the Service does.

The Chair advised that the NIC was formed in 2012, this was a forum for counterparts from the other two Welsh Authorities to get together and worked very well in building up relationships and understanding. He commended officers for the work that they continue to do in relation to collaboration.

The Deputy Chair seconded the Chair's comments.

## **RESOLVED THAT**

Members noted the content of the National Issues Committee summary report and the continued collaboration that exists across the three Services.

### **57.6 MEMBER ATTENDANCE 2020/21**

The Deputy Chief Officer presented the report that provides Members with a summary of member attendance for the 2020/21 Municipal year.

She wished to draw Members attention to the percentage chart, advising Members to note the small number of meetings, meaning that just one non-attendance can affect percentage heavily.

She was pleased to note that during the Covid pandemic and taking into consideration issues encountered with technology member attendance has been at a very good level.

## **RESOLVED THAT**

Members noted the report.

### **57.7 FORWARD WORK PROGRAMME FOR FIRE & RESCUE AUTHORITY 2020/2021**

The Deputy Chief Officer presented the Forward Work Programme for 2020/21 and confirmed all items are on schedule to complete the Work Programme.

The Deputy Chief Officer advised Members that there will be a requirement to convene a single item extraordinary meeting to consider Job Evaluation. It is hoped that this meeting will be held in either April or May.

The Chair wished to record his thanks to all members for their participation, it is greatly appreciated by himself and the Deputy Chair.

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

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

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**SOUTH WALES FIRE & RESCUE AUTHORITY**

**MINUTES OF THE FIRE & RESCUE AUTHORITY  
ANNUAL GENERAL MEETING HELD ON  
MONDAY 14 JUNE 2021 AT 1030HRS  
IN MEETING ROOM 8 OR REMOTELY VIA STARLEAF**

**1. PRESENT:**

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

**APOLOGIES:**

M Spencer	Newport
S Chapman	Monitoring Officer

**ABSENT:**

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

## **2. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

## **3. ELECTION OF CHAIRPERSON OF THE FIRE & RESCUE AUTHORITY FOR MUNICIPAL YEAR 2021/2022**

The Deputy Monitoring Officer requested nominations for Chairperson of the Fire & Rescue Authority. Councillor D T Davies was nominated and seconded. There were no other nominations.

### **RESOLVED THAT**

Councillor D T Davies was duly elected Chair of the Fire & Rescue Authority for the Municipal Year 2021/2022.

The newly appointed Chair responded by thanking Members for their unanimous vote of confidence. He highlighted that although the past year had been challenging for Members and Officers due to the Covid pandemic, he was looking forward to the year ahead.

## **4. ELECTION OF DEPUTY CHAIRPERSON OF THE FIRE & RESCUE AUTHORITY FOR MUNICIPAL YEAR 2021/2022**

The Chair called for nominations for the Deputy Chairperson. Councillor Bradwick was nominated and seconded. There were no other nominations.

### **RESOLVED THAT**

Councillor Bradwick was duly elected Deputy Chair of the Fire & Rescue Authority for the Municipal Year 2021/2022.

The newly appointed Deputy Chair thanked Members for their unanimous support.

## 5. TO AGREE THE COMMITTEE MEMBERSHIP FOR THE MUNICIPAL YEAR 2021/2022

The Deputy Monitoring Officer provided Members with details of the number of Members required for each Fire and Rescue Authority Committee.

### RESOLVED THAT

5.1 Members unanimously agreed that the Finance Audit & Performance Management Committee should not be politically balanced but comprise of one representative from each constituent Unitary Authority.

5.2 The Chair called for nominations for the following membership of Committees for 2021/2022:-

#### Finance Audit & Performance Management Committee

Cllr W Hodgins	Blaenau Gwent
Cllr D White	Bridgend
Cllr A Hussey	Monmouthshire
Cllr S Ebrahim	Cardiff
Cllr V Smith	Monmouthshire
Cllr M Spencer	Newport
Cllr S Evans	Torfaen
Cllr P Drake	Vale of Glamorgan
Cllr M Colbran	Merthyr Tydfil
Cllr S Morgans	Rhondda Cynon Taff

#### Local Pension Board

Cllr S Bradwick	Rhondda Cynon Taff	Labour
Cllr D White	Bridgend	Labour
Cllr V Smith	Monmouthshire	Independent
Cllr L Brown	Monmouthshire	Conservative

#### HR & Equalities

Cllr A Roberts	Rhondda Cynon Taff	Labour
Cllr D Ali	Cardiff	Labour
Cllr G Holmes	Rhondda Cynon Taff	Labour
Cllr H Thomas	Newport	Labour
Cllr A Lister	Cardiff	Labour

Cllr A Hussey	Caerphilly	Labour
Cllr S Evans	Torfaen	Labour
Cllr R Shaw	Bridgend	Independent
Cllr P Drake	Vale of Glamorgan	Labour
Cllr C Elsbury	Caerphilly	Plaid Cymru
Cllr D Naughton	Cardiff	Liberal Democrat
Cllr W Hodgins	Blaenau Gwent	Independent
Cllr H Jarvie	Vale of Glamorgan	Independent
Cllr M Colbran	Merthyr Tydfil	Independent
Cllr S Malson	Torfaen	Labour

### **Standards Committee**

Cllr G Holmes	Rhondda Cynon Taff
Cllr J Williams	Cardiff
Cllr A Roberts	Rhondda Cynon Taff

Mr R J Alexander	Remain as non-elected Independent Member
Mr S J Barnes	Remain as non-elected Independent Member
Mr G Hughes	Remain as non-elected Independent Member
Mr David Fussell	Remain as non-elected Independent Member
Dr M Kerbey	Remain as non-elected Independent Member

The Chair confirmed that on behalf of the Fire & Rescue Authority he would write to outgoing Members to thank them for all their help and support over the past Municipal Year.

### **6. ELECTION OF CHAIRPERSON OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE FROM ITS COMMITTEE MEMBERS FOR MUNICIPAL YEAR 2021/2022**

The Chair called for nominations for Chairperson of the Finance, Audit & Performance Management Committee from among its Members. Councillor S Evans was nominated and seconded. There were no other nominations.

### **RESOLVED THAT**

Councillor S Evans was duly elected as Chair of the Finance, Audit & Performance Management Committee.



**7. ELECTION OF DEPUTY CHAIRPERSON OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE FROM ITS COMMITTEE MEMBERS FOR MUNICIPAL YEAR 2021/2022**

The Chair called for nominations for Deputy Chairperson of the Finance, Audit & Performance Management Committee from among its Members. Councillor White was nominated and seconded. There were no other nominations.

**RESOLVED THAT**

Councillor White was duly elected as Deputy Chair of the Finance, Audit & Performance Management Committee.

**8. ELECTION OF CHAIRPERSON OF HR & EQUALITIES COMMITTEE FROM ITS COMMITTEE MEMBERS FOR MUNICIPAL YEAR 2021/2022**

The Chair called for nominations for Chairperson of the HR & Equalities Committee from among the Members of that Committee. Councillor Drake was nominated and seconded. There were no other nominations.

**RESOLVED THAT**

Councillor Drake was duly elected as Chair of the HR & Equalities Committee for 2021/2022.

**9. ELECTION OF DEPUTY CHAIRPERSON OF HR & EQUALITIES COMMITTEE FROM ITS COMMITTEE MEMBERS FOR MUNICIPAL YEAR 2021/2022**

The Chair called for nominations for Deputy Chairperson of the HR & Equalities Committee from among its Members. Councillor Roberts was nominated and seconded. There were no other nominations.

**RESOLVED THAT**

Councillor Roberts was duly elected as Deputy Chair of the HR & Equalities Committee for 2021/2022.

## **10. TO AGREE THE APPOINTMENT OF REPRESENTATIVES TO OTHER GROUPS AND OUTSIDE BODIES FOR MUNICIPAL YEAR 2021/2022**

The Deputy Monitoring Officer provided Members with a report detailing the nominations required to represent the Fire & Rescue Authority at Working Groups and outside bodies.

### **RESOLVED THAT**

Members agreed the following representations to the Working Groups and outside organisations detailed in Appendix 1 attached to the report:-

#### **Representative to WLGA**

Chairperson – Councillor Tudor Davies

#### **Representative on LGA Fire Committee**

Chairperson – Councillor Tudor Davies

#### **Community Safety Partnership Representatives**

Cllr W Hodgins	Blaenau Gwent
Cllr D White	Bridgend
Cllr C Elsbury	Caerphilly
Cllr D Ali	Cardiff
Cllr P Drake	Vale of Glamorgan
Cllr L Brown	Monmouthshire
Cllr H Thomas	Newport
Cllr S Morgans	Rhondda Cynon Taff
Cllr S Evans	Torfaen
Cllr M Colbran	Merthyr Tydfil

The Chief Fire Officer took the opportunity to provide Members with a brief overview of the Community Safety meetings and complications around the Public Service Board landscape. He confirmed that he would ensure that Members were kept up to date on their respective local areas.

#### **Representatives on Innovations & Awards Panel**

Cllr S Evans	Torfaen
Cllr V Smith	Monmouthshire
Cllr J Williams	Cardiff

### **Representatives on Finance, Asset & Performance Management Scrutiny Group**

Cllr S Malson	Torfaen
Cllr D Naughton	Cardiff
Cllr L Brown	Monmouthshire
Cllr V Smith	Monmouthshire
Cllr S Morgans	Rhondda Cynon Taff
Cllr A Lister	Cardiff
Cllr M Spencer	Newport
Cllr D Ali	Cardiff
Cllr J Williams	Cardiff
Cllr G Holmes	Rhondda Cynon Taff
Cllr A Hussey	Caerphilly
Cllr H Thomas	Newport
Cllr R Shaw	Bridgend
Cllr H Jarvie	Vale of Glamorgan

### **Representatives on Pension Scheme Advisory Board for Wales**

Cllr P Drake	Vale of Glamorgan
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## **11. TO AGREE THE CYCLE OF MEETINGS FOR THE MUNICIPAL YEAR 2021/2022**

The Deputy Monitoring Officer provided Members with details of the proposed cycle of Committee and Working Group meetings for the Municipal Year 2021/2022.

### **RESOLVED THAT**

- 11.1 Members approved the cycle of Committee and Working Group meetings for the Municipal Year 2021/2022 detailed in Appendix 1 attached to the report.
- 11.2 Members agreed to note that the Presentation Evening due to be held on 8 July was currently on hold due to Covid restrictions, and Members would be informed of a new date in due course. The Chief Fire Officer highlighted that due to current Covid restrictions there would need to be more flexibility in holding large scale events.

Following a question and answer session on holding future meetings remotely, the Deputy Monitoring Officer assured

Members that the Service was in the process of upgrading facilities to carry out more hybrid meetings, and Members would be advised on progress in due course.

The Chief Fire Officer took the opportunity to extend a warm welcome to new and current Members, and advised them to let him know if they wished to meet with senior officers to discuss any issues.

Members and Officers were also reminded that following the meeting a minute's silence would be held for Chief Fire Officer Paul Fuller, Bedfordshire Fire & Rescue Service, who sadly passed away on 7 June, 2021, as well as to acknowledge the fourth anniversary of the Grenfell Fire disaster.

The Chair also took the opportunity to extend his best wishes to Deputy Chief Officer Sally Chapman.

## SOUTH WALES FIRE & RESCUE AUTHORITY

### MINUTES OF THE LOCAL PENSION BOARD MEETING HELD ON MONDAY 25 JANUARY 2021 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS OR REMOTELY VIA STARLEAF

#### 31. PRESENT:

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

**OFFICERS PRESENT:-** DCO Sally Chapman - Monitoring Officer, ACO A Reed – Director of People Services, Mr C Barton – Treasurer, Ms K Jeal, Accountant, People Services

#### 32. DECLARATIONS OF INTEREST

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

#### 33. CHAIR'S ANNOUNCEMENTS

Cllr Bradwick welcomed new member Cllr White who also sits on the Swansea Council Local Pension Board.

Mr King asked as a mark of respect that a minutes silence be held as there has been a number of retired Service members who have recently passed away.

#### 34. MINUTES OF PREVIOUS MEETING

The minutes of the Local Pension Board meeting held on 19 October 2020 were received and accepted as a true record of proceedings. Item 23 the words "the noted" were deleted as duplicated.

### **35. LOCAL PENSION BOARD - FIREFIGHTER PENSIONS ADMINISTRATION: KEY PERFORMANCE INDICATORS AND ADMINISTRATION ACTIVITY**

Mr Ian Traylor presented Members with an update on the KPI Statistics, and administration activity. The report updated members on key activity undertaken for the period 1<sup>st</sup> April to 30 November 2020. Mr Ian Traylor reported that there remains a high level of compliance and they will continue to monitor. The question was raised regarding cases going over 5 working days and Mr Ian Traylor explained that this was due to some case being of a complex nature, the compliance target level is 90 - 95% but the expectation is to meet 100%.

Mr Ian Traylor advised that they ensure that the data quality held for FS Members is appropriate and continues to improve. The Member Self-Service Statistics continue to increase with a higher level of active members, whilst the number of retired members is lower this will increase over time as staff retire from the Service.

#### **RESOLVED THAT**

Members noted the noted the performance data, relevant pension administrative activity and update.

### **36. LOCAL PENSION BOARD - MEMBERS HANDBOOK**

ACO People Services presented the completed members Handbook Chapters 1-16 for final approval by the members.

#### **RESOLVED THAT**

Members approved the completed version of the members Handbook and agreed to an annual review beginning January 2022.

### **37. LOCAL PENSION BOARD - JANUARY 2021 TRAINING FRAMEWORK**

ACO People Services reported that all members had now completed their Training Needs Analysis (TNA) to support the training strategy for the year ahead. ACO People Services will ensure all relevant paperwork and TNA will be forwarded to new Member Cllr White. Today's training session will focus on the role of advisors and key persons.

## **RESOLVED THAT**

Members agreed to this meetings area of focus of the training strategy.

### **38. TRAINING SESSION FOR MEMBERS - VERBAL**

Mr Ian Traylor provided an update to members on the:

- Role of the advisors and key persons
- Service Level Agreement (SLA)
- Responsibilities
- Discretions

Mr Ian Traylor stated that the RCT team continue to maintain their in house expertise, there are 3 members of staff that have a depth of knowledge and experience around the FRA as well as the broader wider team. The following items were part of a number of services provided as agreed in the SLA:

- Supporting the Pension Board
- Member Pension Benefits - accurate records and data
- Pension Payroll
- Member Communication
- Annual Benefit Statements
- Pension Tax Statements
- Annual Return to Regulator on behalf of FA

Mr Ian Traylor encouraged all Members to go through the SLA in detail as it set out the responsibilities of both parties.

Cllr Smith asked for information around the backing up of data with employees now working from home. Mr Ian Traylor reported that as per RCT's Business Continuity Plan all data is held by a third party and arrangements are in place for a daily back up to take place in a data centre which is held in the UK. All securities are in place. All information is held on a portal and secured.

## **RESOLVED THAT:**

Members noted the update. It was agreed that an annual review of the SLA will take place going forward.

### **39. UPDATE ON PENSIONS CONSULTATION**

ACO People Services reported that there has been no outcome of the McCloud / Sargent Case. The employers response that was previously

brought to this group has been given to the Treasury and the deadline for response closed in October 2020. It is usual to take around 4 months to review and it is expected that the outcome of the consultation will be published in February. Separate to this ACO People Services continues to keep a watch and brief on the awaited judgement from the Employment Tribunal (ET) held in December regarding FRA Legal Powers to implement the outcome of the ET decision (immediate detriment). As soon as a response is received Members will be advised of the outcome.

**RESOLVED THAT:**

Members noted the update.

**40. FORWARD WORK PROGRAMME FOR LOCAL PENSION BOARD 2020/2021**

The ACO People Services advised Members with the Forward Work Programme for 2020 / 2021 was now completed. The ACO People Services will put together the Forward Work Programme for 2021 / 2022 and include a review of the SLA and Members Handbook, which was agreed by Members.

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

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



**SOUTH WALES FIRE & RESCUE AUTHORITY**

**MINUTES OF THE HR & EQUALITIES MEETING  
HELD ON MONDAY, 22 FEBRUARY, 2021**

**HELD REMOTELY VIA STARLEAF CONNECTION**

**30. PRESENT:**

<b>Councillor</b>	<b>Left</b>	<b>Authority</b>
P Drake (Chair		Vale of Glamorgan
A Roberts (Deputy Chair)		Rhondda Cynon Taf
D Ali		Cardiff
M Colbran		Merthyr Tydfil
C Elsbury		Caerphilly
S Evans		Torfaen
G Holmes		Rhondda Cynon Taff
W Hodgins		Blaenau Gwent
A Hussey		Caerphilly
H Jarvie		Vale of Glamorgan
A Jones		Torfaen
D Naughton		Cardiff
R Shaw		Bridgend
H Thomas		Newport

**APOLOGIES:**

**ABSENT:**

A Lister	Cardiff
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**OBSERVERS:**

D T Davies	Caerphilly
S Zavery	Bedfordshire Fire & Rescue Service

**OFFICERS PRESENT:-** DCO S Chapman – Monitoring Officer, ACO A Reed – Director of People Services, ACFO R Prendergast – Director of Technical Services, AM G Davies – Head of Training & Development, A Jones – Head of HR, Ms S Watkins – Deputy Monitoring Officer, CM Dave Crews – Mental Health Officer, C Wood – Equalities & Diversity Officer, D Howells – Welsh Language Officer

### **31. DECLARATIONS OF INTEREST**

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

### **32. CHAIR'S ANNOUNCEMENTS**

The Chair extended a warm welcome to Sandra Zavery from Bedfordshire Fire & Rescue Service, who was attending the meeting as an observer.

### **33. MINUTES OF PREVIOUS MEETING**

The minutes of the previous HR & Equalities meeting held on 2 November, 2020, were received and accepted as a true record of proceedings.

### **34. SOUTH WALES FIRE & RESCUE AUTHORITY – ANNUAL PAY POLICY STATEMENT 2021/22**

The Director of People Services reminded Members that South Wales Fire & Rescue Authority were required to publish a Pay Policy Statement for each financial year, which provided information for the following financial year.

The Fire & Rescue Authority at their meeting held on 6 February, 2012, adopted and published its first Pay Policy Statement. The Fire & Rescue Authority also determined that the HR & Equalities Committee should review the Pay Policy Statement and report to the full Committee. In 2014 Welsh Government issued new guidelines with further amendments which determined the contents of the Pay Policy. The 2021/2022 Pay Policy Statement had been drafted for Members.

**RESOLVED THAT**

34.1 Members agreed to review South Wales Fire & Rescue Authority's Pay Policy Statement for 2021/2022.

34.2 Members agreed to approve the 2021/2022 Pay Policy Statement to be published by 31 March, 2021.

**35. VEHICLE LEASE SCHEME – OP-03.009**

The Director of Technical Services informed Members that there had been significant changes to the taxation regulations regarding the provision of Emergency Response Vehicles. The South Wales Fire & Rescue Authority Vehicle Lease scheme had been updated to ensure its continued tax compliance and sustainability.

**RESOLVED THAT**

Following a question and answer session, Members agreed to note the introduction of the South Wales Fire & Rescue Authority Vehicle Lease Scheme, Procedure OP-03.009.

**36. WELSH LANGUAGE STANDARDS UPDATE – FEBRUARY 2021**

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

**RESOLVED THAT**

36.1 Members agreed to note the information contained within the report.

36.2 Following a question and answer session, Officers agreed to provide Members with further information on why there had been an increase on the number of applicants who had not provided a response on their application forms as to whether they were Welsh Speakers or not.

36.3 Officers also agreed to consider providing Members with development training on the Welsh Language at a future HR & Equalities meeting.

### **37. FIREFIGHTERS PENSION SCHEMES – WALES GOVERNMENT CIRCULARS 2020/2021**

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

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

#### **RESOLVED THAT**

37.1 Members agreed to accept the Welsh Government Firefighters' Pension Scheme Circulars and emails that had been received in the 2020/2021 year to date.

37.2 Members agreed to note the actions that had been implemented for each of the circulars.

### **38. TRAINING & DEVELOPMENT DEPARTMENT – HIGH RISE TRAINING UPDATE**

The Head of Training & Development presented a report which provided Members with an updated position on the ongoing High Rise Training undertaken by South Wales Fire & Rescue Service to date.

#### **RESOLVED THAT**

Following a lengthy question and answer session on ensuring the Service had sufficient resources in order to deliver the training, as well as the number of issues relating to flammable cladding on high rise buildings, Members agreed to note the contents of the report.

The Chair thanked Officers for their individual responses and for providing an excellent report.

### **39. GENDER PAY GAP STATEMENT**

The Head of HR reminded Members that under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 (the public sector Regulations), all public authorities were required to publish gender pay gap information by reporting the percentage differences in pay between their male and female employees.

Public authorities must publish the required information based on data captured on the snapshot date of 31 March, within 12 months. Accordingly the deadline for publication is 30 March 2021.

The Gender Pay Gap Statement was presented in the report attached at Appendix 1.

### **RESOLVED THAT**

Members agreed to approve the 2020/2021 Gender Pay Gap Statement to be published by 30 March, 2021.

### **40. ANNUAL EQUALITY REPORT FOR THE PERIOD 1 APRIL 2019 TO 31 MARCH 2020**

The Equalities & Diversity Officer reminded Members that South Wales Fire & Rescue Service was required under the Equality Act (2010) (Statutory Duties) (Wales) Regulations 2011 to publish an Annual Equality Report for the period 1 April to 31 March every year.

The Annual Equality Report met the South Wales Fire & Rescue Service's legal duty to publish a report that demonstrated the Service's progress and compliance against the General Equality Duty and Wales Specific Equality Duties, and focused primarily on data, as well as what the organisation had done during the period 1 April, 2019 to 31 March, 2020.

**RESOLVED THAT**

Following a question and answer session, Members agreed to note the contents of the report.

Members thanked Officers for their informative report.

**41. ESTABLISHMENT STRUCTURE – JANUARY 2021**

The Head of HR advised that the presented report provided Members with an overview of the current position with regard to the Service's staffing structure following the agreement at the Fire & Rescue Authority's meeting held in September 2018, to approve a restructure in order to meet future challenges and demands.

**RESOLVED THAT**

Members agreed to note the contents of the report.

**42. SOUTH WALES FIRE & RESCUE SERVICE PEOPLE PLAN 2021/2024**

The Director of People Services informed Members that the aim of the South Wales Fire & Rescue Services People Plan 2021/2024 was to enable the Service to meet evolving current and future expectations in achieving organisational aims and objectives by recruiting, developing, and retaining a highly skilled, motivated, and bilingual workforce that represented and championed the diversity of the communities we serve. The People Plan also aimed to identify and maximise potential through effective people management and development, leading to a high performance culture whilst making the most effective use of public funds.

The People Plan would allow the Service to work within the high level direction agreed but to tailor approaches where necessary in order to reflect the individual needs of the organisation.

**RESOLVED THAT**

42.1 Members agreed to note the content of the South Wales Fire & Rescue Service People Plan 2021/2024.

42.2 Following discussion, Members agreed to note that they would receive a further report on the number of objectives at a future meeting.

### **43. PREPARATION FOR THE SOCIO-ECONOMIC DUTY**

The Equalities & Diversity Officer advised that the presented report would provide Members with a brief overview of the upcoming Socio-Economic Duty, highlights of what the Service had already put into place, and an overview of the measures and actions being implemented.

#### **RESOLVED THAT**

43.1 Following debate and a question and answer session on collaboration within local areas, Members agreed to note the contents of the report.

43.2 Members agreed to receive a six-monthly update report after October 2021.

### **44. REPORT ON MENTAL HEALTH PROJECT AND ACTIVITIES**

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

#### **RESOLVED THAT**

Members agreed to note the contents of the report, and thanked Officers for their detailed presentation.

### **45. PROPOSED NEW TERMS OF REFERENCE FOR SCRUTINY COMMITTEE**

The Monitoring Officer presented a report to Members which proposed updating the Terms of Reference for a newly formed Scrutiny Committee, further to Members consideration of an earlier report dated 12 October, 2020, on proposed reform of Fire & Rescue Authority scrutiny. It highlighted the knock-on implications that such changes would have on membership of other committees.

**RESOLVED THAT**

- 45.1 Members agreed to consider the proposed implications of the scrutiny proposals and to provide views to shape the report to enable Fire & Rescue Authority consideration at their meeting in March.
- 45.2 Following debate, the Monitoring Officer agreed to circulate a copy of the coloured spreadsheet to individual Members, which highlighted the political breakdown of specific Committees.

**46. FORWARD WORK PROGRAMME 2020/2021**

The Director of People Services provided Members with the Forward Work Programme for 2020/2021.

**RESOLVED THAT**

Members agreed the content of the Forward Work Programme for 2020/2021.

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

There were no items of urgent business to discuss.



## AGENDA ITEM NO 5

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

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

Chris Barton – Treasurer  
Alison Reed – ACO PS  
Richie Prendergast – ACFO TS

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.	DCO	All initial surveys have been completed. Further site investigations are underway before progressing with formal offer.
20/21 – 56.6	Proposed New Terms of Reference for the Scrutiny Committee	Refer back to the Scrutiny Committee, HR & Equalities Committee and FAPM Committee for further detailed consideration of both options presented and provide an update of views to a future meeting of the Fire & Rescue Authority.	DCO	The proposals for future arrangements for the Scrutiny Committee will be reviewed. Updated proposals will be scheduled through the appropriate committees in the 2021/22 municipal year.
20/21 – 56.8	Strategic Plan 2020	Publish the second year of the Strategic Plan 2020 by 31 March 2021.	DCO	<b>Action Completed</b>
20/21 – 56.10	Grenfell Tower Inquiry Thematic Review	The Review report to be considered by the Service's Operational Co-ordination Group and the High Rise Task Group, and a further update provided to a future meeting of the Fire & Rescue Authority.	CFO	In progress.

<b>Minute No</b>	<b>Item</b>	<b>Action</b>	<b>Leading Officer</b>	<b>Current Status:</b>
20/21 – 56.11	Safer Buildings in Wales – WG Consultation	Submit consultation response to Welsh Government by 12 April 2021.	ACFO SD	<b>Action Completed</b>

## AGENDA ITEM NO 6

**Reports for Decision**

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## AGENDA ITEM NO 6.i

Report on the pre consultation of our plans for 2022/23

-

**To be provided on the day**

Presenting Officer: Sarah Watkins

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**THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN****SOUTH WALES FIRE & RESCUE AUTHORITY**

AGENDA ITEM NO 6.ii

19 JULY 2021

REPORT OF THE ACO PEOPLE SERVICES

**OUTCOME AND IMPLEMENTATION OF JOB EVALUATION****THIS REPORT IS FOR DECISION**

REPORT APPROVED BY ACO ALISON REED

PRESENTING OFFICER ANDREW JONES (HEAD OF HUMAN  
RESOURCES)**SUMMARY**

This report presents the outcomes of a Job Evaluation exercise and seeks agreement from the Fire Authority to implement these outcomes. It contains details of the number of posts affected alongside details of the cost implications associated with implementation.

**RECOMMENDATIONS**

It is recommended that the Fire Authority agree to the implementation of the outcomes of the Job Evaluation exercise as outlined within this report.

**1. BACKGROUND**

1.1 In 2019, the Fire Authority agreed to the commencement of an organisation wide Job Evaluation exercise which would allow South Wales Fire & Rescue Service (the Service) to:-

- ensure that its people are remunerated fairly in line with their current roles and responsibilities
- identify any areas in which its people are being over or underpaid based on historic role responsibilities
- take appropriate action to ensure fair remuneration against the current structure going forward

1.2 This exercise focussed on the 227 Corporate (Green Book) posts within the Service. The roles, responsibilities and remuneration of Uniformed (Grey Book) posts are governed by nationally agreed 'Role Maps' and conditions of service. For this reason, it was not considered appropriate to include Grey Book posts within the scope of this exercise.

- 1.3 The Service has in place a policy of pay protection covering a three year time span. The Fire Authority, at its meeting on 16 December 2019 agreed to continue with this provision and this protection would be applied to those employees whose pay is adversely affected by the outcomes of this exercise.
- 1.4 This report does not contain detail of individual posts that would be affected by implementation. This approach ensures objectivity within the decision making process and mitigates against the risk of information becoming public prior to the Service formally communicating outcomes in a controlled manner to its employees. It also allows a full and transparent discussion in an open meeting.

## **2. ISSUE / PROPOSAL**

### **2.1 Process Overview**

- 2.1.1 In September 2020, following a programme of employee engagement activities, 172 post holders and their managers were interviewed by external Job Analysts. Trade Union representatives were invited to support their members within these interviews as required.
- 2.1.2 Not all post holders were interviewed within this exercise. There are many duplicate posts within the organisation and in these instances a sample of post holders were interviewed. Where these circumstances applied, post holders discussed and agreed the people best placed to be interviewed.
- 2.1.3 The interviews involved information being gathered and evaluated against 13 job related factors as defined within the National Joint Council for Local Government Services' (NJC) Job Evaluation Scheme.
- 2.1.4 Data obtained from interviews was quality assured to ensure the consistent application of the 13 factors across evaluations.
- 2.1.5 As part of the process, a review was undertaken of the existing pay framework in use within the Service. It should be noted that one of the constraints in relation to pay modelling was the requirement to maintain the nationally agreed NJC Green Book pay points. The considerations included:
  - the financial intervals between grades
  - the expectation that employees should be able to progress from the bottom of a pay grade to the top within 3 years



- the alignment of the pay framework with the managerial levels identified within the National Fire Chief's Council (NFCC) Leadership Framework

2.1.6 Three viable pay framework options were generated and presented to the Service's Job Evaluation Project Board for consideration. The Project Board evaluated each option to identify best fit. This process included consideration of:-

- the impact of implementation on employees (i.e. an assessment of how many posts would be affected)
- the cost implication of implementation

## 2.2 People Impact

2.2.1 The implementation of the Job Evaluation outcomes will affect the pay of 28.43% of corporate posts across the Service. Details of the number of posts and people affected can be found within the table below:

<b>Posts where the grade stays the same</b>	<b>Post where the grade increases</b>	<b>Posts where the grade decreases</b>
181.2 Full Time Equivalent Posts	53.48 Full Time Equivalent Posts	18.49 Full Time Equivalent Posts
225 People	58 People	21 People
71.57%	21.13%	7.3%

A more detailed breakdown can be found in Appendix 1 of this report.

## 2.3 Financial Impact

2.3.1 The implementation of the Job Evaluation outcomes will result in an additional annual cost of £115,991 to the establishment budget, which constitutes a 1.24% increase. The actual cost for the first year is circa £47,000 which represents a part year incremental cost. In future years, this cost will be considered as part of the normal financial planning activity.

Additional details of this cost can be found in Appendix 2 of this report.

2.3.2 There is a cost associated with pay protection and this will be funded from within existing reserves. Over the three year period, and based

on a worst case scenario model, it is estimated that the cost will be £162,569 in total (i.e. approx. £54,000 per annum). It is anticipated however, that this figure will in all likelihood decrease as post holders secure promotional opportunities, employment outside of the Service or retire. All pay protection costs are temporary and will cease after three years.

2.3.3 The financial outturn for 2020/21 will allow for the pay protection element to be funded without impact on the revenue budget over the next three years.

2.3.4 There may be some fluctuation in the data presented above as a result of the outcomes of any appeals that may be received (see 2.5.1 below).

## **2.4 Implementation**

2.4.1 It is proposed that the outcomes of the exercise are implemented on the 1<sup>st</sup> of August 2021, subject to Fire Authority agreement and discussions with the Trade Unions.

## **2.5 Appeals**

2.5.1 It is important to note that all employees whose posts fall within scope of the Job Evaluation exercise have the right to appeal the evaluation outcome of their post.

## **2.6 Recruitment Opportunities**

2.6.1 Employees that are detrimentally affected as a result of this exercise will receive priority consideration for appointment into vacant posts that are of equal grade to that of their substantive post prior to the Job Evaluation outcomes being implemented.

### 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	No
Sustainability / Environment / Carbon Reduction	No
Safeguarding	No
Consultation and Communications	Yes
Consultation with Representative Bodies	Yes
Impact Assessment	Yes

3.1.1 Job Evaluation ensures the robust assessment of posts against pre-set criteria. This objective approach pre-empts bias and equal pay issues from arising.

3.1.2 In line with the Public Sector Equality Duty, an Equality Risk Assessment has been undertaken to support the Job Evaluation Scheme, all associated procedures and the pay framework being used.

3.1.3 In accordance with the Welsh Language Standards, employees have the right to have meetings associated with Job Evaluation undertaken through the medium of Welsh. Similarly all associated written communication must be delivered in Welsh should this be the preference of the employee. Appropriate provision has been put in place accordingly.

3.1.4 The Wellbeing of Future Generations (Wales) Act 2015 sets a wellbeing goal of developing a 'Prosperous Wales'. This includes the provision of 'decent' work and a recognition of the impact of offering attractive terms and conditions and pay that meets or exceeds the 'Real Living Wage'. Following the Job Evaluation exercise, the Service will consider the opportunity of becoming a Real Living Wage employer.

3.1.5 Employee engagement and consultation has been considered key throughout the planning, development and running of activities associated with the Job Evaluation exercise. Engagement methods used include:

- Awareness Raising Sessions
- Interview Preparation Sessions
- Staff Forum discussions

- One-to-one meetings
- Designated Job Evaluation Champions within each directorate
- Frequent global e-mails
- Designated Intranet page to provide updates
- Designated mailbox to support queries

3.1.6 The Representative Bodies are supportive of the Job Evaluation proposal, acknowledging that it will provide a clear platform for a fair and transparent assessment of posts going forward. This noted, they are also aware of the need for clear and consistent communication with the workforce to alleviate any concerns.

3.1.7 The Service is committed to continue to work closely with the Representative Bodies during the implementation stage of this exercise. The Trade Unions will be invited to attend formal training to support their understanding of the appeals process and they will have a defined role in supporting their members at this time.

## 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	Yes
National Policy	No

3.2.1 The financial costs of the Job Evaluation exercise can be found under section 2.3 of this report.

3.2.2 The implementation and maintenance of a Job Evaluation Scheme falls under Corporate Policy-02 'Our People'. It provides a robust approach to establishing the internal worth of a post in relation to others, thus ensuring fairness and transparency and supporting effective employee relations.

### 3.3 Resources, Assets and Delivery

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

3.3.1 It is recognised that posts will require re-evaluation from time to time to allow for any significant or substantial changes to the nature of the work that is undertaken. As part of good job evaluation practice, and to minimize the risk of subsequent challenge, the Service endeavours to ensure that job evaluations are periodically reviewed for posts within the Service. A Job Evaluation Procedure has been developed to support this activity.

3.3.2 In the absence of a Job Evaluation Procedure to support the periodic review of posts, the Service has opted to issue temporary honorarium payments to post holders should their responsibilities develop or change to meet the needs of the Service. The introduction of a Job Evaluation Procedure will allow any additional duties to be robustly assessed and for the associated remuneration to be awarded.

## 4 EVALUATION & CONCLUSIONS

- 4.1 The implementation of the outcomes of the Job Evaluation exercise ensures that the Service is:
- remunerating its employees fairly in line with their current roles and responsibilities
  - identifying and addressing any areas in which its people are being over or underpaid based on historic duties
- 4.2 The transparent and objective evaluation of posts mitigates against the risk of equal pay claims and supports effective employee relations.
- 4.3 The implementation of the outcomes of the exercise will have an immediate impact on the morale of some post holders within the workforce. To support those whose pay is adversely effected, 3 years' pay protection arrangements are in place.
- 4.4 This exercise affords the Service the foundation on which to implement a Job Evaluation Procedure to ensure the ongoing maintenance of evaluations going forward, negating the need for Service-wide approaches in the future.

## 5 RECOMMENDATIONS

- 5.1 It is recommended that the Fire Authority agree to the implementation of the outcomes of the Job Evaluation exercise as outlined within this report.

<b>Contact Officer:</b>	Andrew Jones Head of Human Resources
<b>Background Papers</b>	None

<b>Appendices</b>	
Appendix 1 *	Posts affected by Service Area
Appendix 2 *	Impact of Implementation on the Establishment Budget

## APPENDIX 1

**OUTCOME AND IMPLEMENTATION OF JOB EVALUATION**  
**Posts affected by Service Area**

	<b>Staying the same</b>	<b>Increasing</b>	<b>Decreasing</b>
<b>Corporate Services</b>	54.69FTE 58 People	17 FTE 19 People	3 FTE 4 People
<b>Operations</b>	20.23 TE 51 People	2 FTE 2 People	3 FTE 3 People
<b>Risk Reduction</b>	22.92 FTE 23 People	12 FTE 13 People	3 FTE 3 People
<b>People Services</b>	23.01 FTE 28 People	11.86 FTE 13 People	2 FTE 2 People
<b>Technical Services</b>	60.35 FTE 65 People	10.62 FTE 11 People	7.49 FTE 9 People
<b>Service Total</b>	181.2 FTE 225 People	53.48 FTE 58 People	18.49 FTE 21 People
	<b>71.57%</b>	<b>21.12%</b>	<b>7.3%</b>

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## APPENDIX 2

**OUTCOME AND IMPLEMENTATION OF JOB EVALUATION**  
**Impact of implementation on the Establishment Budget**

	<b>Corporate Services</b>	<b>Operations including Control</b>	<b>Risk Reduction</b>	<b>People Services</b>	<b>Technical Services</b>	<b>Service Totals</b>
<b>Existing Budget</b>	2,756,687	650,379	1,237,090	1,627,377	3,082,213	<b>9,353,745</b>
<b>Cost required post implementation</b>	2,784,872	649,884	1,286,242	1,657,269	3,091,469	<b>9,469,737</b>
<b>Difference</b>	28,185	-495	49,153	29,892	9,256	<b>115,991</b>

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**THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN****SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 6.iii  
19 JULY 2021

REPORT OF THE ACO PEOPLE SERVICES

**FIREFIGHTER PENSIONS – REMEDYING AGE DISCRIMINATION****THIS REPORT IS FOR DECISION**

REPORT PRESENTED BY ACO ALISON REED

**SUMMARY**

To provide Members with information on the current position on firefighter pensions. This follows a successful legal challenge from the Fire Brigades Union (FBU) in 2018 on the grounds of age discrimination, and subsequent decisions, and informal guidance in relation to remedying the discrimination and the implementation of further reform from 2022. In light of the information provided in this paper, and as the Scheme Manager, the Fire & Rescue Authority is asked to make a decision on the next steps.

**RECOMMENDATIONS**

1. That Members note the contents of the report.
2. That Members agree to provide pension benefit options for those individuals who are considered to be in scope for Immediate Detriment. This will apply to individuals who provide three months' notice of their retirement from now, and were either 'Unprotected' or 'Tapered' members of the legacy schemes, and do not fall within the excluded categories identified within the Home Office and Local Government Association guidance issued on 10 June, 2021.
3. That Members agree that the Service take forward the exercise to implement the wider remedy work as described in the outcome of the HMT consultation on public service pensions (Feb 2021), commonly known as the McCloud exercise. This must be implemented by October 2023 at the latest.

**1. BACKGROUND**

- 1.1 Following Lord Hutton's 2011 review of public sector pensions, the Public Service Pensions Act (2013) provided the legal framework to reform public sector pension schemes. Reforms included restricting existing final salary schemes, extending retirement ages, and introducing career average schemes. In 2015 all main public service pension schemes

were reformed to provide defined benefits on a career average basis, and extend the normal retirement age of members. The pension scheme regulations were amended to introduce these changes. The amended regulations also provided protection for members of existing final salary schemes. This protection was age related and members reaching the normal pension age of 55 by 31 March, 2022, were afforded full protection with other members receiving protection on a tapered basis depending on their age. This protection was known as transitional protection, and members who did not qualify for protection were moved out of their legacy schemes directly onto the new 2015 Firefighters Pension Scheme.

- 1.2 In 2018, the Court of Appeal ruled that the transitional protection element of the 2015 public service pension reforms constituted unlawful age discrimination in the Firefighters' Pension Schemes. This is referred to as the McCloud/Sargeant case. On the back of this decision the Government confirmed that it would remove the difference in treatment across all main public service pension schemes. Since then there have been further challenges in the courts in relation to the powers of Fire & Rescue Authorities and their ability to implement the outcome of the McCloud/Sargeant judgement.
- 1.3 In October 2020, the UK Government undertook to consult the public on the way forward in relation to public service pension schemes, and in particular how it should respond to the detail outlined in the judgement. The outcomes of the consultation were published on 4 February, 2021, with an option called 'the deferred choice underpin' being adopted. This will mean that members will make their decision between scheme benefits shortly before benefits are paid from the scheme. In the meantime, members will be deemed to have accrued benefits in their legacy schemes, rather than reformed schemes for the remedy period until they make that choice. The UK Government's response to the consultation can be accessed via this link:-  
<https://www.gov.uk/government/consultations/public-service-pension-schemes-consultation-changes-to-the-transitional-arrangements-to-the-2015-schemes>
- 1.4 On 12 February, 2021, the Employment Appeal Tribunal (EAT) gave its judgement on an appeal by the Fire & Rescue Authorities based on Schedule 22 of the Equality Act. The appeal was based on the argument that the Fire & Rescue Authorities did not make the legislation which was found the Court of Appeal to be discriminatory on the grounds of age, but were bound to follow it because it was the law. Schedule 22 can give a defence where an employer is required by legislation to act towards its employees in a way which is discriminatory. The Employment Appeal Tribunal's judgement was that the Fire & Rescue Authorities cannot rely

on the Schedule 22 defence. Effectively the Employment Appeal Tribunal held that the Fire & Rescue Authorities in their capacity as the Scheme Manager could have decided not to follow discriminatory legislation and, in fact, should have done so by refusing to treat firefighters as having transferred into the Firefighters Pension Scheme 2015. This is because it held that Section 61 of the Equality Act 2010 prohibits Authorities from acting in a manner which discriminates on the grounds of age, and it prioritises that obligation over the other provisions in the pension scheme which would oblige the Fire & Rescue Authorities to act in that way. In addition, it held that under Section 62 of the Equality Act 2010, as Scheme Managers, the Fire & Rescue Authorities have vested in them the power to pass a resolution making alterations to the scheme, which would have the effect of removing such discrimination.

## **2. ISSUES**

2.1 On 10 June, 2021, the Home Office and Local Government Association issued informal guidance on processing Immediate Detriment cases. Whilst this guidance applied to Fire & Rescue Services in England, communication from Welsh Government has confirmed that although Welsh Government does not have power to issue statutory guidance or directions to Scheme Managers on such matters, the English and Welsh schemes are substantively identical, as are the issues surrounding the processing of immediate detriment claims, and it is accepted that the Home Office / LGA guidance contains useful information for Scheme Managers in handling such claims.

2.2 Immediate Detriment is the term used to refer to firefighters who will retire from the scheme before the secondary regulations are amended to bring in the age discrimination remedies. There are the two main categories of Immediate Detriment:-

1. Those who have already retired.
2. Those who will retire before the legislation is amended to bring in the 'Deferred Choice Underpin' remedy.

The guidance from Government at this point is that members who have already retired should not be processed under Immediate Detriment guidance, due to complex issues that have not yet been resolved. It is the cases described in point (2) that will be the focus of our initial work. The wider piece of work to implement full remedy will need to be commenced in the coming months and concluded by October 2023.

2.3 The Home Office / LGA guidance was described as providing informal guidance to support Fire & Rescue Authorities to process immediate

detriment cases. The wider piece of work to implement full remedy will be concluded by October 2023. Ahead of that date, both primary and secondary legislation will be required, as well as administration work to implement the changes. Under the remedy proposals the Deferred Choice Underpin will be implemented by October 2023.

- 2.4 The initial proposal is, therefore, to deal only with cases where the benefits are not yet in payment, i.e. prospective cases. These are people who can retire from this point forward. The proposal is to provide members with a choice which will require two sets of pension entitlement quotes to be provided.

### **3. IMPLICATIONS**

- 3.1 The Home Office / LGA informal Immediate Detriment guidance applies only to pipeline immediate detriment cases (i.e. those cases where a member is about to retire and receive their pension) and does not cover where a pension is already in payment.

- 3.2 Because there is a need to implement primary and secondary legislation, the guidance does not offer resolution to all of the current issues as there are outstanding technical complexities that are still being worked through. The guidance is described as 'informal', and as such states that the overall responsibility for interpreting and applying the pension scheme regulations still remains with the Fire & Rescue Authority as the relevant Scheme Manager.

- 3.3 Home Office / LGA have provided a matrix to support Fire & Rescue Authorities in processing immediate detriment cases. The matrix highlights that there is a lack of guidance in relation to processing cases where particular adjustments have been made, and it is for this reason, and until legislation is in place or further guidance is received, it is proposed cases where there is added complexity should be out of scope of the immediate detriment exercise. These are likely to include:-

- Where an individual has transferred a pension from an outside scheme to the 2015 scheme
- Purchased added pension
- Were divorced / had a financial separation order
- Those who accessed a pension holiday under the 1992 scheme
- Those who have overpaid pension contributions and
- Those members who are fully protected

- 3.4 It is currently unknown whether there would be an opportunity for a member to revise their decision if it later proved to be the wrong choice for them or their dependants.

- 3.5 In proceeding to implement Immediate Detriment, there will be an element of manual calculation required. This has been discussed with Rhondda Cynon Taff Pensions who are our administrator, and they have confirmed that it is highly unlikely that new software will be in place in readiness for Immediate Detriment to be calculated by their systems. However, they are prepared to provide manual calculations, but have highlighted that these will understandably take longer and come with a degree of risk.
- 3.6 When providing the estimate of benefits under both schemes, the following elements will be provided:-
- The pension payable to the member
  - The lump sum that would be payable
  - Dependant benefits such as a partner's pension and death in retirement considerations
  - A legal disclaimer that states all calculations are provisional and may be liable to change. This will be dependent on decisions still to be made by Government and HMRC. In particular, decisions regarding interest that will be payable on additional contributions and taxation rules that may need to be applied retrospectively back to April 2015. A recalculation of benefits as part of the wider remedy exercise will be required, and amendments made where appropriate.

### 3.7 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	Yes
Impact Assessment	Yes

- 3.7.1 Regular dialogue with the Representative Bodies has commenced and will continue on a regular basis going forward.

### 3.8 Regulatory, Strategy and Policy

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

3.8.1 Proceeding to implement Immediate Detriment cases without the relevant legislative processes in place presents an element of risk. However, this is mitigated by utilising the technical expertise of Service personnel as well as RCT Pensions, and also through the legal disclaimers described in this report.

### 3.9 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

3.9.1 Given the scale of the piece of work to implement this remedy, including the initial focus on implementing Immediate Detriment cases, we have assessed our internal resources and the project can be managed from within existing resources.

3.9.2 The long term financial liabilities of implementing the remedy have been estimated by the Government Actuary Department (GAD) and included in the Authority's Balance Sheet. However, it is impossible to accurately assess the final cost until the remedy is agreed and employees have individually made their choice as to which scheme they wish to be part of for the remedy period. The future revenue funding for the impact of the legal challenge has not yet been determined, and officers are maintaining close dialogue with Welsh Government officials as they provide deficit funding for the overall costs of the pension scheme.

## 4. EVALUATION & CONCLUSIONS

4.1 Whilst the Home Office / LGA guidance does not provide a definitive resolution to all of the consequences arising from the correction of the discrimination, it does provide a way to progress certain Immediate Detriment cases. It is important to note that all cases processed under the guidance will need to be revisited once the full details of the



Government's approach is finalised and legislation is in place. The legislation is expected to be in place by October 2023.

- 4.2 It is also important to note that the guidance provided is informal and that the overall responsibility for interpreting and applying the pension scheme regulations still remains with the Fire & Rescue Authority as the relevant Scheme Manager. Working in partnership with the Service's pension's administrator, and releasing expertise from within the Service, will allow cases to be progressed in line with the informal guidance. Notwithstanding, these cases will need to be reviewed once legislation is in place.

## **5. RECOMMENDATIONS**

- 5.1 That Members note the contents of the report.
- 5.2 That Members agree to provide pension benefit options for those individuals who are considered to be in scope for Immediate Detriment. This will apply to individuals who provide three months' notice of their retirement from now, and were either 'Unprotected' or 'Tapered' members of the legacy schemes, and do not fall within the excluded categories identified within the Home Office and Local Government Association guidance issued on 10 June, 2021.
- 5.3 That Members agree that the Service take forward the exercise to implement the wider remedy work as described in the outcome of the HMT consultation on public service pensions (Feb 2021), commonly known as the McCloud exercise. This must be implemented by October 2023 at the latest.

<b>Contact Officer:</b>	<b>ACO Alison Reed Director of People Services</b>
<b>Background Papers:-</b>	<p><b>Home Office informal Immediate Detriment guidance (10 June 2021)</b></p> <p><b>Local Government Association (LGA) informal Immediate Detriment Information Note – Version 2 (10 June 2021)</b></p>
<b>Appendix 1</b>	<p><b>Home Office informal Immediate Detriment Guidance</b></p> <p><b><a href="https://www.fpsregs.org/images/Age-discrimination/Home-Office-informal-immediate-detriment-guidance-10-June-2021.pdf">https://www.fpsregs.org/images/Age-discrimination/Home-Office-informal-immediate-detriment-guidance-10-June-2021.pdf</a></b></p>
<b>Appendix 2</b>	<p><b>LGA information Immediate Detriment information note – version 2</b></p> <p><b><a href="https://www.fpsregs.org/images/Age-discrimination/LGA-immediate-detriment-information-note-version-2-June-2021.pdf">https://www.fpsregs.org/images/Age-discrimination/LGA-immediate-detriment-information-note-version-2-June-2021.pdf</a></b></p>

## 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  
19 JULY 2021

REPORT OF THE ASSISTANT CHIEF OFFICER CORPORATE SERVICES

**CARBON REDUCTION AND BIODIVERSITY PLAN ANNUAL UPDATE****THIS REPORT IS FOR INFORMATION**PRESENTING OFFICER LISA MULLAN, TEMP HEAD OF FINANCE,  
PROCUREMENT & PROPERTY**SUMMARY**

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

**RECOMMENDATIONS**

That the Fire Authority note year 1 progress

**1. BACKGROUND**

- 1.1 South Wales Fire & Rescue Authority's first CRP was presented to Members 4 September 2020 and spans the period 2020 – 2023. The plan refers to the governance arrangements required to achieve accountability, scrutiny and support.
- 1.2 This report delivers the first annual update with a narrative of our progress presented in appendix 1 and an action plan update in appendix 2.
- 1.3 In compliance with the Environment (Wales) Act 2016 the Authority approved the Biodiversity Forward Plan on 16<sup>th</sup> December 2019. Updates against actions are contained in appendix 3.

**2. ISSUE**

- 2.1 The CRP and BFP set out how we will improve the way we use our resources to ensure the least harm to our environment by;
  - Calculating a baseline carbon footprint
  - Identifying key areas to focus on
  - Embedding the consideration of biodiversity and sustainability in planning and decision making processes

- 2.2 For the first time we calculated our carbon footprint which is expressed as CO<sub>2</sub>e – Carbon Dioxide Equivalent and identified the areas of our service that drive this. This is an important first step as it provides us with a baseline reading to compare future progress against.
- 2.3 7 strategic objectives were identified and 9 principles developed to guide us on our journey to becoming carbon neutral. This has helped us to further identify 10 areas of focus. From this, we have been able to draft detailed action plans to allow us to track our progress, contained in appendix 2.
- 2.4 Biodiversity actions were also identified against 6 objectives set out in the BFP as follows;
- 2.4.1 Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.
- 2.4.2 Safeguard species and habitats of principle importance and improve their management.
- 2.4.3 Increase the resilience of our natural environment by restoring degraded habitats and habitat creation.
- 2.4.4 Tackle key pressures on species and habitats.
- 2.4.5 Improve our evidence, understanding and monitoring.
- 2.4.6 Put in place a framework of governance and support for delivery.
- 2.5 Detailed actions to support the above are set out in appendix 3.

### 3. IMPLICATIONS

#### 3.1 Community and Environment

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

### 3.2 Regulatory, Strategy and Policy

Legal	Yes
Financial	Yes
Procurement	Yes
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	Yes
Assets and Resources (Property/Fleet/ICT/Equipment)	Yes
Service Delivery	Yes
Procurement	Yes
Budget Revenue/Capital	Yes

## 4 EVALUATION & CONCLUSIONS

- 4.1 A good foundation of work and positive action has taken place and is ongoing. What is required now is the development of metrics to measure progress and guide future action.

## 5 RECOMMENDATIONS

- 5.1 That the Fire Authority note year 1 progress.

<b>Contact Officer: Temp Head of Finance, Procurement &amp; Property</b>	Title:
<b>Background Papers</b> Carbon Reduction Plan 2020 – 2023 Biodiversity Plan 2019	

<b>Appendices</b>	
Appendix 1	Annual Carbon Reduction & Biodiversity Report
Appendix 2	CRP 2020 – 2023: Action Plan
Appendix 3	Biodiversity Action Plan

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# CARBON REDUCTION & BIODIVERSITY REPORT

FY 2021

*A report outlining the progress South Wales Fire & Rescue Service have made during 2020/21 towards the objectives outlined within the Carbon Reduction and Biodiversity Forward Plan*

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# INTRODUCTION

## Introduction

### RECOGNISING THE CLIMATE EMERGENCY

South Wales Fire and Rescue Service (SWFRS) recognise the Welsh Government (WG) Climate Emergency Declaration of April 2019. The declaration is a clear representation of the magnitude and significance of the latest evidence from the Intergovernmental Panel on Climate Change. As a result, SWFRS supports the WG commitment in achieving a carbon neutral public sector by 2030.

### IMMEDIATE AND CONSISTANT CHANGE

As a provider of public services, SWFRS recognise that swift and sustainable action is required to meet the aforementioned commitments within the proposed timelines. We also have a responsibility to lead by example and empower the communities we serve to contribute to a sustainable Wales.

### OUR COMMITMENTS

Consequently, SWFRS outlined its commitments in its first, Carbon Reduction Plan (CRP) 2020-2023. The plan recognises the role improved biodiversity will have on our natural sustainability. Furthermore, we have outlined our commitments to improved biodiversity in the SWFRS Biodiversity Plan Nov 2019.

### LOOKING AHEAD

SWFRS are committed to delivering the outcomes contained within the aforementioned plans and that this will be a process of continual development and improvement. Regular assessments of progress, continued investment in resources and expertise will help us achieve this.

# PROGRESS SUMMARY

## Progress Summary

Since 2019, significant progress has been made against both the SWFRS CRP 2020-2023 and the Biodiversity Forward Plan (BFP). The unprecedented effects of the Covid19 pandemic have positively accelerated progress made to reduce the carbon footprint of the organisation throughout 2020 and this has been achieved through the availability and greater use of technology due to mandatory home working. Although it is what we choose to do now, as life returns to a new normal, that will determine future progress. The opportunity to maintain momentum is certainly upon us.

The pandemic, it would appear, has also given nature the space it so desperately needed to thrive, naturally supporting the objectives of the BFP so we must be intentional with how we choose to capitalize and maintain these gains. If the pandemic has taught us anything, it's the importance of access to nature and green space, so how will we ensure we keep this high on the agenda as we slowly move back to office environments.

While a good foundation of action has been cast, perhaps now the single most important aspect is to ensure the availability of data. In taking action without the ability to measure our progress, we deprive ourselves of the ability to respond accordingly after analyzing and learning what's working and what isn't. It will also limit our ability to share best practice and limit the leverage of leading by example and influencing positive change.

While action is imperative and is progressing at a seemingly rapid rate, it is important that this action be underpinned, stabilized if you will, through the formalization and documentation of policies, processes and procedures. In order for action to be sustained, a robust repeatable system must be established. Now that we understand what must be done, so too must we establish the method by which we will achieve it.

This robust and solid start has without doubt set the foundation for what will likely be a long and difficult journey, a necessary but an opportune journey that will shape an even more efficient future SWFRS.

The following pages outline key achievements in delivering progress against both the CRP and BFP with further updates against the detailed action plans given in appendix 1 and 2.

# STRUCTURE AND RESOURCES

## Structure and Resources

### APPOINTMENT OF A FULL TIME SUSTAINABILITY OFFICER

Ensuring that sustainability remains at the top of the agenda for SWFRS and that sustainable practices become embedded within our ways of working is of paramount importance to SWFRS. With this in mind, SWFRS has appointed a full time Sustainability Officer to oversee the implementation of the commitments outlined within both the CRP and BFP, improve awareness of sustainability matters across the service and to ensure that progress is monitored, assessed and managed on a continual basis.

### SUSTAINABILITY GRADUATE POSITION

SWFRS is also collaborating with Hafod Housing to appoint a Sustainability Graduate, in early 2022 and this position will be shared between both organisations for the duration of the placement. The Graduates work will be project based and will promote collaboration between the two organisations. This role is being designed to facilitate the development of a future organisational leader and the postholder will be supported in studying to a Master degree level.

### EXECUTIVE & SENIOR MANAGEMENT SUPPORT

The Senior Management Team (SMT) will;

- Champion and provide leadership on climate change
- Set and review objectives / targets
- Prioritise projects and measures
- Monitor and review progress
- Remove obstacles to the successful implementation of plans
- Ensure a coordinated approach

### FUNDING

Future opportunities are assessed and funding allocated on a priority basis to facilitate the greatest return on investment. It is anticipated that projects to facilitate the measurement of sustainability metrics will be given priority during 2021-2022. Projects identified include sub metering of electricity use on pilot stations and capturing water consumption data from all sites.

# CARBON REDUCTION PLAN: KEY ACTION AREA'S

## Carbon Reduction Plan: Key Action Area's

SWFRS recognise the threat that the Climate Emergency poses to our ability to provide our services to the community. As a result, SWFRS have made it priority to understand the impact the organisation has on the emergency and the ways in which we must contribute towards decarbonisation and a green recovery.

The resulting CRP identifies actions the service is committed to taking to reduce our carbon footprint, support our communities to take positive action against climate change and ensure the sustainable future of our service.

The key action areas are identified as:

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

Progress against all individual actions can be found in Appendix 1. Below offers a summary of progress made against each of the 10 key action areas.

### PROPERTY

Opportunities for sustainable development are considered for feasibility on all new building and development projects undertaken by the property department. Advances in technology and the expertise of contractors are improving all the time and providing more sustainable solutions. The potential for a green roof is currently being assessed at Whitchurch Station and rainwater harvesting systems which have previously been installed, are being assessed with a view to re-commission.

# CARBON REDUCTION PLAN: KEY ACTION AREA'S

## FLEET

In December 2020, SWFRS introduced 10 dual electric charging points at the headquarters site with a view to introducing further electric charging points at strategic station locations. A further five stations have been identified and it is hoped this will improve the feasibility of the roll out of electric vehicles, including officer's cars and encourage electric vehicle use by all personnel. We have already replaced 3 light goods vehicles with electric alternatives and plan to continue the replacement of all light goods vehicles with electric options in the near future.

## TRAVEL

There is significant opportunity to reduce unnecessary travel, however this will require a significant shift in long established ways of working, i.e. team working and connecting with our people, training, working with partners and business continuity plans to name a few. It is important that we identify improvements that cause minimal disruption or at least proportional disruption to the improvements gained whilst maintaining our critical services.

SWFRS has signed up to a number of active travel charters and as such, we are committed to advocating and facilitating more sustainable travel and take direction from the best practice emanating from these forums.

## TECHNOLOGY

Technology has played a significant role in enabling personnel to work remotely during the global pandemic and SWFRS recognise the many benefits this has brought, not least to reducing the environmental footprint of our organisation. While it may not be sustainable to continue remote working to the extent that was necessary for the pandemic we do not foresee our office space being used as it was pre 2020 and we expect remote working to play a large role within our carbon reduction efforts. Remote working capabilities will be further strengthened as the Office 365 project lead by the ICT department gains traction. This project will better equip and more easily allow us to work with our partners and share information.

## PROCUREMENT

Sustainable procurement practices are currently being embedded in our ways of working. Sustainable considerations are being written into new tenders i.e. the supply

# CARBON REDUCTION PLAN: KEY ACTION AREA'S

of community safety engagement materials, This work will form a template for all future tenders and encourage our suppliers to think, behave and deliver sustainably if they are to win business with us. In addition we are working on a sustainability assessment matrix, which will ensure a fair and consistent approach to evaluation of sustainability criteria for all supplier contract submissions.

## WASTE

We are preparing to tender a new waste management contract and a change in this area is the requirement for increased data provision and oversight of our waste streams to allow for improved recovery and recycling of our waste streams.

Alternative solutions are being explored to minimize waste production such as the introduction of wormeries to eliminate the need for station food waste collection and improve the quality of general waste streams as a result.

Waste as a resource is being encouraged throughout the service in particular through the station well-being garden initiative in which, crews are encouraged to re-use resources to build planters, bird boxes and bug hotels to encourage biodiversity at stations.

## SUPPLIES AND EQUIPMENT

Consumerism has been identified as a significant opportunity for SWFRS to address, approaching the procurement of supplies and equipment using a needs based sustainable approach, offers significant opportunities to reduce our carbon impact.

A lifecycle approach should be used when assessing the suitability of a purchase, prioritising ethically sourced materials, multi-use products, ensuring products are not branded to specific campaigns and that they can be recovered or recycled in a responsible manner have now been included within our considerations when sourcing all goods and materials.

## WATER

The efficient use of water as a resource has been identified as a priority action. As a service we are dependent upon the availability of this valuable natural resource to respond to fire incidents and so it's imperative to the longevity of our organisation that we advocate and take action for its preservation.



## CARBON REDUCTION PLAN: KEY ACTION AREA'S

A feasibility study regarding the installation of a large rainwater harvesting system at our headquarters is currently in progress with a view to implementing later this financial year. We are also committed to re-commissioning a number of smaller harvesting systems at stations which are currently unserviceable. Research into water capture systems that could be utilised to reuse water for training purposes is also on the agenda and we are working with partnership organisations to explore our options.

# CARBON REDUCTION PLAN: KEY ACTION AREA'S

## FINANCE

SWFRS continue to prioritise investment into sustainable solutions taking a circular economy perspective of invest to save. A more robust system will be developed as we prioritise data capture to allow more analysis to gain a more accurate picture of the savings to be achieved through sustainable investment. There are currently budget management and procurement processes in place whereby consumerism is challenged within the service and funds saved can be redirected into sustainable investment opportunities although at the moment this is not be recorded.

## BEHAVIOUR CHANGE

Perhaps the most significant opportunity and conversely, likely the most difficult to measure and manage, is behavioural change. Through education and awareness, leading by example and setting the highest of expectations for ourselves as a service, we will advocate and lead on carbon reduction within the hearts of our communities. We will commit to learning, developing and engaging in our teams and communities and sharing our experience to spread this work far and wide.

# BIODIVERSITY FORWARD PLAN: KEY ACTION AREA'S

## Biodiversity Forward plan: Key Action Area's

SWFRS have drafted a Biodiversity and Ecosystems Resilience Forward Plan (BFP) to comply with our duty to uphold the objectives of the Natural Resources Wales, State of Natural Resources Report (SoNaRR), required under the Welsh Environment Act 2016. The document provides an enhanced organisational approach to Biodiversity and Ecosystems Resilience (BER).

The BFP promotes six key objectives:

1. Engage and support participation and understanding to embed biodiversity throughout decision making at all levels
2. Safeguard species and habitats of principle importance and improve their management
3. Increase the resilience of our natural environment by restoring degraded habitats and habitat creation
4. Tackle key pressures on species and habitats
5. Improve our evidence, understanding and monitoring
6. Put in place a framework of governance and support for delivery

Progress against all individual actions outlined within the BFP can be found in Appendix 2. Below offers a summary of progress made against each of the six key objectives.

### ENGAGE AND SUPPORT PARTICIPATION AND UNDERSTANDING TO EMBED BIODIVERSITY THROUGHOUT DECISION MAKING AT ALL LEVELS.

Key environmental considerations are represented during all organisational forums and decision making processes within the service. Increased awareness of sustainability throughout the organisation has been achieved through service wide engagement and internal communications are ensuring sustainable practices are on the agenda. A new introduction pack which will support the formal one day induction process for new employees, now includes an environmental and sustainability element.

# BIODIVERSITY FORWARD PLAN: KEY ACTION AREA'S

Sustainability and Biodiversity feature heavily within our communications plan and the service continues to develop key working relationships with local Biodiversity and Sustainability groups and forums.

## SAFEGUARD SPECIES AND HABITATS OF PRINCIPLE IMPORTANCE AND IMPROVE THEIR MANAGEMENT.

The actions outlined within the BFP to ensure safeguarding of species and habitats are predominantly achieved through robust procurement processes and service level agreements made with approved contractors.

The property development team are instrumental in ensuring the safeguarding of species and habitats through sustainable development principles which while achieved, does not form part of any formalized approach. This is a key opportunity that has been identified as part of the sustainability improvement plan.

## INCREASE THE RESILIENCE OF OUR NATURAL ENVIRONMENT BY RESTORING DEGRADED HABITATS AND HABITAT CREATION.

Restoration and creation of habits is currently achieved through three main mechanisms.

Partnership working with local authorities and organisations such as the 60,000 tree project group led by Bridgend Collage and Cardiff Council. We have planted 17 trees at Whitchurch Station and will be providing green screen plantations at Cardiff Central Station to increase Biodiversity and improve air quality.

Encouragement to station personnel to “give nature a home” and invest in wellbeing gardens to be enjoyed onsite. We encourage creative upcycling of resources within the service to produce bird boxes, bug hotels, wildflower planters and seating area. It is hoped that Crews will take the opportunity to increase their access to green space and nature which is understood to have many benefits to mental health and wellbeing.

Finally through ecological estate management techniques such as reduced grass maintenance, hedgerow maintenance and sustainable drainage systems.

# BIODIVERSITY FORWARD PLAN: KEY ACTION AREA'S

## TACKLE KEY PRESSURES ON SPECIES AND HABITATS

Many of the actions being implemented by the service to ensure reduced pressure on species and habitats are identified within the CRP and progress made discussed above.

## IMPROVE OUR EVIDENCE, UNDERSTANDING AND MONITORING.

Improved access to data for purposes of monitoring, measurement and evidence based feedback is an action identified within the wider sustainability action plan. In addition a data driven, evidence based decision making approach is preferred for the proposal of all new projects and initiatives. To facilitate this, learning through our partners, undertaking research and capitalising on lessons learned through review can be achieved with a life cycle perspective.

Put in place a framework of governance and support for delivery.

# TO CONCLUDE

## To Conclude

In conclusion, a significant foundation of positive action has been achieved and the focus now needs to be on the development, collection and monitoring of key performance data that will direct the way forwards. In addition, the need to underpin our approach with a robust system of processes and procedures will help build a framework to operate and report against.

<b>Carbon Reduction Plan 2020-2023: Action Plan Items</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
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.
Improve recording, monitoring and reporting of all carbon impacts across the service	In Progress	We have engaged with the data analysis 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.
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.
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.
Introduce an annual awards to recognise and reward greatest positive impact and most innovative solution	Not Started	To be actioned
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.
Complete the programme of LED light installation across all of our sites	In progress	Works ongoing.

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.
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
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
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)
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 offers cars with electric vehicles.
Provide electric vehicle 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.
Reduce the frequency of car journeys for work purposes	Pending	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.



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.
Develop a workplace travel plan, to include home working, remote working and usual place of work		
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.
Include environmental impact considerations into our procurement processes	In Progress	New tender packs for products and services are beginning to incorporate sustainable procurement considerations.
Move towards a paper free environment	Early Stages	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.
Maximise external funding opportunities to facilitate carbon reduction /environmental projects	In Progress	Regular review of funding opportunities ongoing.
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.
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.
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.

Allocate specified reserves for use on carbon reduction projects	Complete	There is a reserve available for sustainable improvement projects.
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.
Encourage greater use of video conferencing for meetings	On Going	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.

## APPENDIX 3

<b>Nature Recovery Action Plan Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision making at all levels</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
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.
Ensure there are strong links between the Service and local nature partnerships to ensure input into the PSB, 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.
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.
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.
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.	In Progress	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.

Adopt a whole life costing approach to procurement of all future goods and service.	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.
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.
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.
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.
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.
Promote information on SSSIs and other operational environmental matters through Operational Bulletins and newsletters.	Not Started	To be actioned
Establish links between biodiversity projects and carbon and waste reduction initiatives.	In Progress	Good links are being established between the service and a number of projects and initiative groups. Examples include KWT, NRW partnerships, 60,000 trees and local councils, healthy travel forums and the climate assembly wales.
Celebrate achievements through social media, inter/intranet and service magazine.	In progress	Increased coverage of achievements through various media channels, to celebrate success and lead by example.

<b>Nature Recovery Action Plan Objective 2: Safeguard species and habitats of principle importance and improve their management</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
Develop actions in consultation with the local nature recovery partnership and evidence from the State of Natural Resources Report (SoNaRR)	Achieved	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.
Manage our estate management and procurement activities in a way that protects, and where possible, enhances existing ecological value.	In Progress	Ongoing, improvements being made, however cost is often a determining factor that imposes compromises – work is being done to better assess longer term and lifecycle cost / benefit analysis.
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.
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.
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.
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)
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.

<b>Nature Recovery Action Plan Objective 3: Increase the resilience of our natural environment by restoring degraded habitats and habitat creation</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
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.
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.
Carry out a landholding biodiversity audit to create /enhance further the Authority's estate.		
Develop partnerships with local wildlife groups.	In Progress	Predominantly through wildfire team & fire crime depts.

<p>To pay due regard to ecological value in the way we respond to operational incidents at designated (protected) sites. *Seek to build on our relationship with Natural Resources Wales, encouraging the recognition of the potential Fire and Rescue Service role in species and habitat protection</p>	<p>In Progress</p>	<p>A lot of work has been achieved here – predominantly through campaigns such as Dawns Glaw and relationships between wildfire and fire crime teams and NRW and KWT. The I cutter is used to best protect vital habitat through fire prevention methods and awareness campaigns aim to reduce intentional grass fires and increase awareness of the importance of vital habitat protection.</p>
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<b>Nature Recovery Action Plan Objective 4: Tackle key pressures (Climate change/Invasive non-native species/Habitat loss) on species and habitats.</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
Expand our carbon reduction and energy efficiency initiatives.	In Progress	A carbon reduction plan has been developed to identify key opportunities available to the service to reduce the service footprint and lead by example to encourage our communities to follow suit. The Carbon reduction plan is continuously assessed to account for new opportunities and changing technological advances and innovations.
Follow best practice guidelines in terms of biodiversity enhancement on Authority sites.	In Progress	Partnership working with local authorities and active working groups provides continuous feedback and guidance on biodiversity enhancement opportunities and approaches.
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.
Coordinate and support projects which control Invasive Non Native species.		Dawns Glaw / Fire Crime?
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.
Coordinate and support Section 7 species/habitat specific project work.	In Progress	Considered in property development processes however, needs to be formalised.
Improve process to enhance biodiversity by producing local Section 7 guidance note.	Not Started	Requires Action



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.
To identify biodiversity risks and opportunities through our contracts risk register and take them into account when buying goods, works and services	In Progress	Currently being considered however the process needs formalising with Property development and procurement teams.
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.

<b>Nature Recovery Action Plan Objective 5: Improve our evidence, understanding and monitoring</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
Use SoNaRR to help guide local action for ecosystems	In Progress	Predominantly implemented through alignment with Future Generations Act, requirements of SoNaRR to be added to a compliance plan to monitor conformance with guidance.
Monitor new activities and their potential impact on biodiversity through Sustainable Development Impact Assessments (SDIA) which are carried out for all projects, policies, procedures or processes.	TBA	Check this! To be actioned?
Monitor results of historical habitat improvement schemes to guide future projects.	In Progress	Informally achieved, however process needs to be formalised.
Initiate research on the role of biodiversity in managing risks	In Progress	The role of Biodiversity in Carbon management, Improved wellbeing of staff and communities and flooding are well known. Service specific research is yet to be initiated, however we remain informed by external research and professional development. Needs formalising.
Report biodiversity action through agreed national database.		Check this! To be actioned?

<b>Nature Recovery Action Plan Objective 6: Put in place a framework of governance and support for delivery</b>		
<b>Action:</b>	<b>Status</b>	<b>Update:</b>
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?)
Establish a framework to support and govern local biodiversity action.	TBA	To be actioned
Establish a framework of governance internally for projects which focus on biodiversity or sustainability.	TBA	To be actioned
Create a cross departmental sustainability working group to implement actions.	In Progress	Currently achieved informally – through cross departmental liaison however a formal process may need to be implemented.
Support the PSB’s work to advance environmental sustainability and advance the wellbeing plans.	In Progress	Achieved through local authority working groups.
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	TBA	To be actioned
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	TBA	To be actioned
Identify relevant monitoring information for incidents attended at SSSI sites and adjacent to SSSI sites.	TBA	To be actioned
Progress reported and monitored through the Finance Scrutiny Group.	TBA	To be actioned

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# STRATEGIC RISK REGISTER REPORT

2020/21 Quarter 4 - End of Year

Draft 3

Updated 10 June 2021



Gwasanaeth Tân ac Achub  
De Cymru

South Wales  
Fire and Rescue Service

Produced in

## BMIS

Business Management  
Information System

# Introduction

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This report presents information held on our strategic risk register at the end of 2020-2021 Quarter 4 (i.e. the end of March 2021) and is presented in four sections as follows:

- a. Highlight points of particular interest
- b. The direction of travel showing the progress of all risks carried forward from the previous report and:
- c. Information relating to how the Covid-19 risk is being managed by the service.
- d. Detailed report of each risk per page.

Directors, department heads and team leaders are responsible for identifying risks and control tasks during the annual business planning process and taking the appropriate actions to manage or mitigate risk within their areas. Currently only service-wide risks that impact upon the achievement of a strategic objective or delivery of core business are recorded as strategic risks on the Risk Register

In addition the Senior Management Team (SMT) formally reviews the Risk Register on a regular basis and endorses the inclusion onto Business Management Information System (BMIS) of any new or emerging strategic risks along with associated risk mitigation control tasks.

Each quarter officers provide an update commentary for each risk along with a Red, Amber or Green (RAG) status, and review the risk scores based on the current likelihood and impact for each risk.

The risk control tasks are also updated at the same time.

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## **Recommendation:**

It is recommended that Members view the content of this report on the following pages.

**Contact Officer:** Jon Carter (Planning Performance and Risk Manager)

Please note that the information contained within this report has been extracted directly from our BMIS.

## a. Highlights of this report

Members may wish to note the following points of particular interest:

Two new strategic risks were identified towards the end of 2020/2021 with details as shown:

<b>Risk Title</b>	Fire Safety Bill
<b>Risk Description</b>	If the proposed Fire Safety Bill and ensuing White Paper for Wales brings greater Fire Safety responsibilities for us then we may be unable to adequately provide the financial and human resources required to meet public expectations without further assistance.
<b>Why is it considered to be a risk?</b>	It is likely that there will be significant extra responsibilities placed upon us and this poses a challenge to us in resourcing this work, both financially and in people terms in order to meet raised public expectations.
<b>Risk Owner</b>	Jason Evans
<b>Original risk score</b>	32
<b>What is the latest risk update provided?</b>	GM Jayne and the Business Fire Safety (BFS) team have provided a comprehensive consultation response to Welsh Government (WG) following approval by SMT during March. The Service now awaits consultation amendments and implementation.
<b>What controls tasks are in place?</b>	Provide full feedback to WG consultation papers to ensure any resource concerns are recognised.

<b>Risk Title</b>	JFC Command and Control System
<b>Risk Description</b>	If South Wales Police (SWP) procure a new command and control (C and C) system that is not compatible with the needs of the Fire & Rescue Services (FRS') in mobilising resources in the most efficient manner then our ability to mobilise FRS' resources will be affected and there will be a significant resource and budgetary impact.
<b>Why is it considered to be a risk?</b>	Increasingly, the sharing of information relating to emergency incidents between the Police and FRS Fire Services is commonplace. This is to ensure that the most effective service is provided to ensure public safety. As an FRS we want to ensure that we are adequately represented in this procurement to ensure that the new SWP system does not adversely impact on this information sharing in any way. This is now regarded as our highest scoring risk.
<b>Risk Owner</b>	Dewi Rose
<b>Original risk score</b>	48
<b>What is the latest risk update provided?</b>	An initial meeting between SWP Assistant Chief Constable (ACC) and both FRSs has taken place to discuss impacts of Police procurement of a new C and C System. Following this, a joint Silver meeting between FRSs and SWP is programmed for April. SWP now considering impacts for FRS and provide an update on progress of project and presentation of key considerations.
<b>What controls tasks are in place?</b>	<ol style="list-style-type: none"> <li>1. Define and resource our tactical and operational involvement (both technical and user) in the SWP procurement of a new C and C system in order to ensure our requirements are recognised in the project tender specification.</li> <li>2. Maintain ongoing discussions with feedback regarding any new C and C system at Fire Silver and Joint Bronze levels and with the SWP Project team to consider the implications to the FRS'.</li> <li>3. Draft Fire technical user specification and share it with SWP.</li> </ol>



There are two ongoing risks where all control tasks are deemed complete/in place.

Risk	Number of tasks which have been completed	Latest Risk Update
Replacement for our Airwave system by the Emergency Services Network (ESN)	5	The Service remains fully engaged in the ESN project. There are delays at a National level and likely implementation date has been moved to 2024. Coverage maps have been developed and preparatory work is beginning to test this.
Our preparedness for responding to terrorism	8	The Service continues to prepare for potential National disasters and terrorist events. Covid has had an impact on getting key responders together at exercises. The Service continues to engage in all National resilience workstreams.

## **b. Progress of all carried forward risks excluding the two new risks above.**

The following table shows the risk landscape over time for all those risks carried forward from the previous report.

The list is shown in order of current risk score.

Please note that nine risks have seen their score reduced from when they were first registered (**green shading**), and five have seen no change (**amber shading**). There are no risks where the risk score has increased.

	Risk Description together with why it is regarded as a risk	Year the risk was first identified	Original risk score	Current risk score
	<b>211 Health and Wellbeing</b> – In order to ensure that we are a caring employer, minimise staff absence and remain as an employer of choice we want to ensure that all out staff are fully supported in terms of their physical, emotional and mental health.	2019	40	24
	<b>009 Industrial Action</b> – This is regarded as a risk due to Government plans for a public sector pay freeze and possible changes to Firefighter conditions of service	2017	20	16

	and Pension arrangements. Any of these could result in industrial action affecting the service.			
	<b>101 Emergency Services Network</b> – With the current contract with Airwave due to expire in 2024 it is important that we ensure that arrangements are in place to provide a suitable alternative without affecting our ability to serve the community.	2017	16	16
	<b>210 Equality and Diversity</b> – As a public sector organisation we wish to work towards a workforce that is representative of the communities we serve and also to provide opportunities for all sections of society to be able to apply for employment with us.	2019	16	16
	<b>019b Liability</b> – We need to ensure that the risk of loss of life or life changing injuries being suffered by members of staff or the public are recognised and minimise. Aside from such tragedies in themselves the cost in terms of reputation of the service if all efforts are not in place to limit the risk would be considerable.	2017	24	12
	<b>202a Brexit – CoreHR</b> – As our CoreHr software provider is based in the Irish Republic it is important that we ensure that our post Brexit support arrangements remain unaffected	2020	16	8
	<b>110 GDPR</b> – This risk was identified in order to recognise our duties and responsibilities to managing sensitive and personal information securely and responsibly in line with our role as an Emergency Service.	2017	40	8
	<b>190 Terrorism</b> – Arising from the general increase in global terrorism it is vital that we are well placed to respond to any terrorist incidents along with our key partners.	2017	16	8

	<b>202 Brexit</b> – This risk recognised the various challenges posed as a consequence of the UK leaving the European Union	<b>2018</b>	<b>40</b>	<b>8</b>
	<b>204 Pensions Challenge</b> – This risk recognises the need for us to be totally accurate in our interpretation of pensions legislation. If we do not interpret this correctly we could be liable to challenge with consequent financial and reputational cost to the Service	<b>2019</b>	<b>24</b>	<b>8</b>
	<b>203 Cyber Risk</b> – This risk reflects the fact that criminals are increasingly targeting ICT systems in order to disrupt vital services given the ever increasing reliance being placed on technology to manage these services.	<b>2019</b>	<b>8</b>	<b>8</b>
	<b>205 Pensions Negativity</b> – If staff react negatively to changes in pensions legislation we could see an adverse impact of staff performance across the service and possible loss of expertise.	<b>2019</b>	<b>8</b>	<b>8</b>
	<b>220 High Rise</b> - It is likely that there will be significant extra responsibilities placed upon us post the Grenfell Tower Inquiry and this poses a challenge to us in resourcing this work, both financially and in people terms in order to meet raised public expectations.	<b>2019</b>	<b>8</b>	<b>8</b>
	<b>140 OCDS</b> – The difficulties being experienced nationally in recruiting and retaining On Call Duty Firefighters means that we must keep this risk at the forefront of our thoughts in order to ensure our services remain unaffected	<b>2017</b>	<b>32</b>	<b>4</b>

## c. Pandemic Influenza (COVID-19) strategic risk

Having been identified as a strategic risk during quarter 4 of 2019-2020 work has continued to manage this significant risk in order to try to avoid a situation where we could experience a reduced capacity to meet our statutory duties, deliver objectives and, therefore, result in increased risk to the community.

Given the nature of this risk it this was being monitored monthly up to the end of the financial year 2020/2021 but will change to quarterly monitoring from April 2021 onwards.

The table below shows the risk scores direction of travel between the end of March 2020 and the end of February 2021. (February being the latest update available)

	End of March 2020	End of February
Risk Likelihood	3	2
Risk Impact	16	4
Risk Score	<b>48</b>	<b>8</b>

The mitigation of this risk has been achieved by the work of the Critical Incident Team and the Covid-19 Recovery Team and the progress achieved on 15 risk control tasks.

Members may wish to note the latest risk position and the progress on the ten ongoing risk control tasks at the end of February as shown below:

## COVID-19 - Risk details and latest update



No slicers

IF	we do not take all appropriate actions in order to mitigate the threats posed by a Pandemic Influenza (COVID-
THEN	it is highly likely that we will experience a reduced capacity to meet our statutory duties, deliver objectives and, therefore, result in increased risk to the community
Owner	Sally Chapman
Risk Update	Covid absence has reduced since the last review and is at stable rates, reflecting the societal position. Progress is being made on commencing lateral flow tests within the organisation with key critical areas being prepared for trial first. Stocks are stable and supply issues eased. Vaccination centre volunteers being sought to assist in vaccination programme and increased staff numbers have now received their first vaccination.









### COVID-19 Risk Likelihood / Impact









	Nov 2020		Dec 2020		Jan 2021		Feb 2021	
	Current Risk Impact	Current Risk Likelihood	Current Risk Impact	Current Risk Likelihood	Current Risk Impact	Current Risk Likelihood	Current Risk Impact	Current Risk Likelihood
Actual	8	3	8	3	4	2	4	2
RAG Status	▲	●	▲	●	●	★	●	★

### COVID-19 - Risk Score & Direction of Travel

	Nov 2020	Dec 2020	Jan 2021	Feb 2021
Current Risk Score	24	24	8	8
RAG Status	▲	▲	●	●
Direction of Travel	✖	➔	✔	➔

## COVID-19 - Risk control tasks

Owner	Department	Task ID	Task Description	RAG
Alison Reed	People Services	 250.12	Provide easy to access HR advice and guidance to staff on amended working practices, safety information and welfare and testing arrangements	
Chris Williams	ICT	 250.09	Ensure that staff are equipped with appropriate ICT equipment to undertake their roles efficiently and effectively and that suitable infrastructure is in place to support remote working	
Gareth Davies	ORM	 250.05	Review and update Business Continuity Plans in the light of any updated government or sector advice and guidance and sickness data	
		 250.15	Engage with partner organisations to provide assistance in accordance with sector agreements	

Geraint Thomas	Finance & Procurement	 250.08	Ensure that staff are equipped with the appropriate PPE to undertake their roles effectively	
		 250.10	Ensure appropriate supply chains and stock levels for essential PPE and equipment	
Huw Jakeway	ELT	 250.02	Maintain close links with NFCC, WG, Public Health Wales & England and other relevant bodies in relation to ensure the most up to date government and sector advice and guidance in relation to the pandemic is obtained	
Sarah Watkins	Corporate Services	 250.11	Provide regular and timely communication to staff on key issues affecting the Service and arising as a consequence of the pandemic	



# d.Risk Pictures per page.

<b>Health and Wellbeing - Risk details and latest update</b>	
IF	we do not maintain the Health and Wellbeing of all our workforce
THEN	we may incur excessive staff absence with potential degradation in service to our communities
Owner	Andrew Jones
Risk Update	Whilst sickness absence levels were high in quarter 3, there has been a notable improvement in the final quarter. The absence levels in the final quarter are more reflective of those reported pre-Covid.

<b>Health and Wellbeing - Risk Score &amp; Direction of Travel</b>				
	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	40	40	32	24
RAG Status	▲	▲	▲	▲
Direction of Travel	➔	➔	⬇️	⬇️

<b>Health and Wellbeing - Control Task Summary</b>				
211 Health & Wellbeing				
▲	●	★	Unknowns	Total
0	0	2	0	2

Since the introduction of this risk in 2019 two control tasks remain ongoing with none having been completed.

<b>Industrial Action - Risk details and latest update</b>	
IF	national pay and pension negotiations are seen as adverse
THEN	there is a risk of industrial action by staff
Owner	Huw Jakewav
Risk Update	the landscape of industrial relations is currently framed by both pay and pension changes. The FBU have been successful in their ET, however, little or no guidance from WG is available on how to treat detriment cases regarding tax, repayment of pension contributions etc. This is constantly being reviewed and assessed

<b>Industrial Action - Risk Score &amp; Direction of Travel</b>				
	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	16	16	16	16
RAG Status	▲	▲	▲	▲
Direction of Travel	→	→	→	→

<b>Industrial Action - Control Task Summary</b>					
009 INDUSTRIAL ACTION					
▲	●	★	Unknowns	Total	
0	0	2	0	2	

Since the introduction of this risk in 2017 three control tasks remain ongoing with seven having been completed.

**ESN - Risk details and latest update**

IF	The Emergency Services Network does not deliver a replacement for Airwave in a suitable timeframe
THEN	the service may be compromised in its ability to deliver a secure, efficient, resilient and cost effective communications network
Owner	Richie Prendergast
Risk Update	The Service remains fully engaged in the ESN project. There are delays at a National level and likely implementation date has been moved to 2024. Coverage maps have been developed and preparatory work is beginning to test this.

**ESN - Risk Score & Direction of Travel**

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	16	16	16	16
RAG Status				
Direction of Travel				

**ESN - Control Task Summary**

101 ESN
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Since the introduction of this risk in 2017 no control tasks remain ongoing with five having been completed.

<b>Equality and Diversity - Risk details and latest update</b>	
IF	we do not develop a diverse workforce representative of our communities
THEN	we may not communicate effectively and deliver effective services to all sectors of our communities
Owner	Andrew Jones
Risk Update	Following the 2021 WDS campaign early indications suggest minimal desired improvements at this moment and further work will be undertaken with our partners over the course of the next few months.

<b>Equality and Diversity - Risk Score &amp; Direction of Travel</b>				
	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	16	16	16	16
RAG Status	▲	▲	▲	▲
Direction of Travel	➔	➔	➔	➔

<b>210 Equality &amp; Diversity</b>				
▲	●	★	Unknowns	Total
0	2	0	0	2

Since the introduction of this risk in 2019 two control tasks remain ongoing with none having been completed.

**Liability - Risk details and latest update**


IF	we suffered the loss of life/life changing injuries of a member of staff or a member of the public through the commission of our duties
THEN	potential corporate or criminal liability could ensue. Other consequences that could arise are negative media attention, negative public perception, a loss of trust and confidence of the Management team by staff.
Owner	Huw Jakewav
Risk Update	risk reviewed and remains extant with existing control measures in place. Spring 2021 will also see the roll out of new structural fire kit, helmets and gloves for our operational personnel. Covid compliance is also being maintained and reviewed through CIT

**Liability - Risk Score & Direction of Travel**

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	12	12	12	12
RAG Status				
Direction of Travel				

**Liability - Control Task Summary**

019b Liability				
			Unknowns	Total
0	1	1	0	2



Since the introduction of this risk in 2017 two control tasks remain ongoing with thirty three having been completed.

<b>Brexit CoreHR - Risk details and latest update</b>	
IF	the UK leave the EU without a deal
THEN	we will be unable to access CoreHR data due to the lack of an adequacy agreement.
Owner	Alison Reed
Risk Update	In line with the overarching risk assessment on Brexit, the risk is manageable. COREHR is now part of the Access Group which is a UK based organisation.

<b>Brexit CoreHR - Risk Score &amp; Direction of Travel</b>				
	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	32	24	16	8
RAG Status				
Direction of Travel				

<b>Brexit CoreHR - Control Task Summary</b>					
202a Brexit - CoreHR					
			Unknowns	Total	
0	0	1	0	1	

Since the introduction of this risk in 2020 one control task remain ongoing with one having been completed.

GDPR - Risk details and latest update	
IF	Provision is not put in place to address the new EU Data regulations
THEN	we will be in breach of the regulations
Owner	Sally Chapman
Risk Update	A watching brief continues on if the UK will be granted third country status by the EU. Risk score remains current at this time until further information is available on the UKs ongoing status.

GDPR - Risk Score & Direction of Travel				
	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	8	8	8	8
RAG Status				
Direction of Travel				

GDPR - Control Task Summary				
110 GDPR				
			Unknowns	Total
1	2	0	0	3

Since the introduction of this risk in 2017 three control tasks remain ongoing with eighteen having been completed.

### Terrorism - Risk details and latest update

IF	the Service is not adequately prepared to respond to a terrorist related incident
THEN	risks are presented in terms of the Services ability to ensure effective Firefighter safety, public confidence, public protection and consequential loss of life.
Owner	Richie Prendergast
Risk Update	The service continues to prepare for potential Natural disasters and terrorist events. Covid has had an impact on getting key responders together at exercises. The Service continues to engage in all National Resilience workstreams

### Terrorism - Risk Score & Direction of Travel

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	8	8	8	8
RAG Status	●	●	●	●
Direction of Travel	➔	➔	➔	➔

### Terrorism - Control Task Summary

190 Terrorism

Since the introduction of this risk in 2017 no control tasks remain ongoing with eight having been completed.



### Brexit - Risk details and latest update

IF	Our preparedness for the outcome of Brexit negotiations are not in place
THEN	we will see implications in areas such as procurement, Health and Safety, Employment law, public order and technology.
Owner	Sally Chanman
Risk Update	Scores remain current pending resolution of various issues. A watching brief continues to be kept as many transitional issues continue to be monitored closely but have not been finally resolved as yet. Supply chains do not at the current time appear to be impacted and costs are being monitored for changes as a consequence of Brexit. Data issues captured in risk 110.

### Brexit - Risk Score & Direction of Travel

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	8	8	8	8
RAG Status				
Direction of Travel				

### Brexit - Control Task Summary

202 Brexit					
			Unknowns	Total	
0	0	7		0	7

Since the introduction of this risk in 2018 nine controls tasks remain ongoing with seven having been completed.

### Pensions Challenge - Risk details and latest update

IF	Scheme members are successful in challenging the Authority's IDRPs decisions
THEN	the authority may face increased costs of pensions and/or compensation and associated reputational damage.
Owner	Alison Reed
Risk Update	Decisions continue to be ratified by a lawyer. The IDRPs process includes FA members who have strong knowledge of the IDRPs process. Separately, the Training Needs Analysis for Local Pension Board members has provided us with the opportunity to upskill all members so that they have consistent levels of skills and knowledge in pensions matters and also in the IDRPs process.

### Pensions Challenge - Risk Score & Direction of Travel

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	24	16	8	8
RAG Status				
Direction of Travel				

### Pensions Challenge - Control Task Summary

204 Pensions Challenge				
			Unknowns	Total
0	0	1	0	1

Since the introduction of this risk in 2019 one control task remains ongoing with one having been completed.

<b>Cyber Security - Risk details and latest update</b>	
IF	our ICT services are affected by a cyber attack
THEN	we will not be able to carry out key operational and/or back office functions leading to an increased risk to community and staff members
Owner	Chris Williams
Risk Update	We implement the NCSC best practice and are working to Cyber Essentials+ accreditation

<b>Cyber Security - Risk Score &amp; Direction of Travel</b>				
	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	8	8	8	8
RAG Status				
Direction of Travel				









<b>Cyber Security - Control Task Summary</b>					
203 Cyber Risk					
			Unknowns	Total	
0	1	5	0	6	

Since the introduction of this risk in 2019 six control tasks remain ongoing with one having been completed.




### Pension Negativity - Risk details and latest update

IF	Employees respond negatively to changes made to Pension Schemes
THEN	the Authority may face increased staff turnover/loss of expertise.
Owner	Alison Reed
Risk Update	We have continued to brief our Fire Authority and Local Pensions Board on recent court rulings in relation to pensions. We are also closely monitoring the retirement profile so that we can adjust our recruitment plans accordingly.

### Pension Negativity - Risk Score & Direction of Travel

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	8	8	8	8
RAG Status				
Direction of Travel				

### Pension Negativity - Control Task Summary

205 Pensions Negativity				
			Unknowns	Total
0	0	3	0	3

Since the introduction of this risk in 2019 three control tasks remain ongoing with none having been completed.

**High Rise - Risk details and latest update**


IF	the outcomes of the Grenfell Tower Inquiry (GTI) are not embedded into service planning
THEN	persons who live and work in High Rise premises may be at greater risk of being affected by fire.
Owner	Jason Evans
Risk Update	GM Roome now heading up High Rise Project Group. Project updates are being provided and action plan updates are being provided to SMT at regular intervals. Project moving forward well.

**High Rise - Risk Score & Direction of Travel**

	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	8	8	8
RAG Status			
Direction of Travel			

**High Rise - Control Task Summary**

220 High Rise				
			Unknowns	Total
1	24	15	1	41



Since the introduction of this risk in 2019 forty one control tasks remain ongoing with thirty seven having been completed.

**OCDS - Risk details and latest update**

IF	We do not maintain high levels of On Call Firefighters working in a Retained Duty system
THEN	We will have lower levels of RDS appliance availability, which will make it difficult to fulfill our statutory obligation.
Owner	Alison Kibblewhite
Risk Update	This risk is continually monitored by the RMT. We run initial training courses at Abercarn based upon demand. Recruitment is based on stations which require increased numbers of firefighters. Strategic Reserve is also being used to support these stations which is also closely monitored.

**OCDS - Risk Score & Direction of Travel**

	Jun 2020	Sep 2020	Dec 2020	Mar 2021
Current Risk Score	6	6	6	4
RAG Status	★	★	★	★
Direction of Travel	➔	➔	➔	✔

**OCDS - Control Task Summary**

140 OCDS				
▲	●	★	Unknowns	Total
0	1	0	0	1

Since the introduction of this risk in 2017 one control task remain ongoing with fifteen having been completed.

# BUSINESS PLAN ACTIONS REPORT

Health Check

2020/21 Quarter 4

Report Date 19<sup>th</sup> May 2021



Gwasanaeth Tân ac Achub  
De Cymru

South Wales  
Fire and Rescue Service

Produced in

**BMIS**  
Business Management  
Information System

## Summary

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This paper will give assurance to the Members of the Fire & Rescue Authority and senior management within South Wales Fire & Rescue Service (SWFRS) on progress towards achievement of the Strategic Themes and performance of the Strategic Performance Indicators for the period 01 January – 31 March 2021.

## Background

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- 1.1 The Welsh Government requires SWFRS to develop Strategic Plans to identify the direction for the Service and address particular areas for improvement. The Service does this by developing a Strategic Plan, implementing actions and measuring indicators to enable the Service to achieve these organisational goals.
- 1.2 All departments link actions within their annual department plans to the appropriate Strategic Objectives. This enables us to measure how well we are performing against these objectives by how many of the linked actions are on target and review how the associated indicators are performing.
- 1.3 Quarterly updates are recorded by action owners onto the Business Management Information System (BMIS), and staff within the Planning, Performance and Risk Team monitor the information and extract reports accordingly.
- 1.4 To further support the performance management framework, National Strategic Indicators were introduced for reporting year 2015/16. Together these provide data and information to inform and support decision making processes within the Service to target activity and drive improvement. The Statistics and Risk Team monitors the information and extract reports accordingly.
- 1.5 This report will provide Members and Officers with a health check on performance against the Strategic Themes and Strategic Indicators for the period 01 January – 31 March 2021.



## Issue

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- 2.1 For Members' information going forward, taking into account the Well-Being of Future Generations (Wales) Act 2015, the Service has eight Strategic Themes as listed below:
- ST01 – Keeping you safe
  - ST02 – Responding to your emergency
  - ST03 – Using technology well
  - ST04 – Working with our partners
  - ST05 – Engaging and communicating
  - ST06 – Valuing our people
  - ST07 – Protecting our environment
  - ST08 – Continuing to work effectively
- 2.2 Each of these Strategic Themes has one or more Objectives that the Service has monitored progress against during 01 January – 31 March 2021.
- 2.3 Appendix 1 attached is a summary of the Performance Monitoring Report, which reviews the period 01 April 2020 - 31 March 2021 performance against agreed targets for the seven National Strategic Performance Indicators. It also includes a summary comment for each indicator.
- 2.4 Appendix 1 identifies that one indicator has not met their target and performed worse than last year, one indicator has not achieved the target but was within 0-5% of doing so and has performed worse than last year, and five indicators are achieving their target.
- 2.5 The one indicator that is not meeting its target and has performed worse than last year is:
1. False Alarms Attended
- 2.6 The one indicator that is not meeting the target but is within 0% to 5% of the target and has performed worse than last year is:
1. % of Dwelling Fires confined to the room of origin

2.7 The five indicators that have achieved their targets are:

1. Total Fires Attended
2. Total Road Traffic Collisions Attended
3. Total Deaths and Injuries in Fires
4. Accidental Deaths and Injuries in Fires
5. Other Special Services Calls Attended

2.8 Appendix 1 attached provides some key information about the Service and its performance during the 01 April – 31 December 2020.

## Equality Risk Assessment

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

## Recommendations

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- 4.1 That Members review the performance details and statistical data for the period 01 January – 31 March 2021 contained within this report.

## Scorecard

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

ST01 20/21 Keeping you safe				
▲	●	★	Unknowns	Total
1	6	26	0	33
				
ST02 20/21 Responding to your emergency				
▲	●	★	Unknowns	Total
1	13	15	0	29
				
ST03 20/21 Using technology well				
▲	●	★	Unknowns	Total
0	12	17	0	29
				
ST04 20/21 Working with our partners				
▲	●	★	Unknowns	Total
1	10	12	0	23
				
ST05 20/21 Engaging and communicating				
▲	●	★	Unknowns	Total
1	9	19	0	29
				
ST06 20/21 Valuing our people				
▲	●	★	Unknowns	Total
1	5	22	0	28
				
ST07 20/21 Protecting our environment				
▲	●	★	Unknowns	Total
0	7	15	0	22
				
ST08 20/21 Continuing to work effectively				
▲	●	★	Unknowns	Total
1	15	33	0	49
				

# Strategic Theme Task Commentary

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## ST01 – Keeping you safe

### 1.1 Reduce the impact of false alarms on our resources

Joint Fire Control (JFC) continue to work with external agencies including South Wales Police and Gwent Police on call challenge and nuisance calls.

An Unwanted Fire Signals (UFS) working group has been set up and continues to meet on a monthly basis. Station commanders and station liaison officers continue to work with local businesses. JFC continue to challenge calls originating from Automatic Fire Alarms (AFAs) and are fully engaged with AFA reduction initiatives. More strategic options will be explored with the media and communications team going forward.

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

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

The Grenfell Tower Inquiry phase one report from Lord Moore Bick place a number of recommendations on London Fire Brigade which has an impact across the UK Fire and Rescue Service (FRS). Our High Rise working group are currently working through these recommendations with a large number of these now completed. A fundamental review of these recommendations and our position has been submitted to the Fire and Rescue Advisor for Wales.

A review is ongoing as part of the All Wales Home Safety Risk Stratification process. Discussions are being held regarding removing Medium Category of Risk (NWFRS), it is hoped this this will align categories of 'Risk' on an All Wales Basis.

The Enhanced Home Safety Check (EHSC) has been rolled out in eight Unitary Authority (UA) areas with representative body engagement continuing. On release from Covid-19 restrictions we will target the two remaining UAs. This will be deferred to 2021/22.

### 1.3 Reduce the number of Road Traffic Collisions

We continue to meet and work with Road Safety Wales, the National Fire Chiefs Council (NFCC) Wales, South Wales Police, Gwent Police and Local Authority Road Safety Officers to identify trends and reduce instances of Road Traffic Collisions (RTCs) through education, engagement and enforcement. We have created new partnerships with local schools, colleges and the Ministry of Defence (MOD). The MOD partnership, which will be developed during Q2, will provide the opportunity to engage with all military personnel operating within the Service area.

Whilst road safety Domino presentations within our communities have been on hold due to recent restrictions we have reactivated our “Options” events and “Crucial Crew”. Options have been delivered across many of our UAs and Crucial Crew has enabled us to interact with pupils from Cardiff and Caerphilly schools.

We continue to analyse road safety data to ensure our interventions are aimed at the right target groups and we are working closer with Media and Communications to deliver regular social media messages. We are developing a reporting system to deliver to station commanders to enable them to have a quick snapshot of activity within their respective areas. This will show a demonstrable link between the activity of the station, Community Safety and Partnerships (CS&P) and Police along with any positive outcomes.

#### **1.4 Reduce the number of deliberate fires**

Q4 has continued to be a busy period for CS&P. Multiple media messaging and education has continued with this being aimed at deliberate refuse fires and deliberate wildfires. Operation Dawns Glow was launched this quarter and we have been proactively patrolling in historic key locations with our police partners. Local intelligence and incident data has provided additional key locations that have been patrolled with a visible presence. Several fly tipped locations across our area were identified and, working with partner agencies, these areas have been cleaned to prevent the opportunities for deliberate fire setting. Media and Communications have shared some of these events across several social media platforms to help provide awareness and education within our communities.

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

The Refuse Fire Working Group remains active and is reducing deliberate refuse fires.

JFC continue to record description of deliberate fire setters, where available from 999 callers, and pass these on to South Wales / Gwent Police.

#### **1.5 Improve safety in and around water**

Water training is now aligned to the Department of the Environment, Food and Rural Affairs (DEFRA) concept of operations. Water Incident Manager (WIM) requalification training and initial training has taken place. The training year has been planned based on the new DEFRA requirements.

Our collaboration with Water Safety Wales (WSW) continues and we are playing an active part in the marketing and warning strategy in line with NFCC and national campaigns.

Water safety programs are in development. We are working with our Royal National Lifeboat Institution (RNLI) and Swim Wales partners to warn and inform the public in a cohesive and coordinated way. We have recently put "The Island" in Usk forward as an inland water location to reduce the potential of harm from "Tombstoning". This will involve local activity from the station personnel, CS&P, Swim Wales and Adventure Smart Wales.

We continue to support the wider NFCC water safety campaigns working closely with CS&P and other two Welsh FRS'.

Ongoing support is provided to stations to include water safety within their Community Risk Management Plan (CRMP) activity; Covid-19 restrictions have limited our interventions. This task is reliant upon a cohesive delivery strategy based upon solid foundations of training and a bespoke training package. These are both in development and it is planned to roll this out during Q2.

JFC continue to support the RNLI "Float to Live" water rescue campaign and liaise with Media and Communications concerning water safety messages.

*RNLI 'Float to Live' - if you're struggling in the water, try and float.*

*They recommend doing the following:*

- 1. Keep calm and try not to panic. Your instinct will be to swim hard - don't.*
- 2. Lean back extending your arms and legs, to keep your mouth and nose out of the water and your airway clear.*
- 3. If you need to, gently move your arms and legs in a sculling motion (a bit like when using an oar in a boat) to help you float.*
- 4. Float until you can control your breathing. Do this for 60-90 seconds or until you feel calm.*
- 5. Only now can you think about the next steps. If you can, swim to safety. If someone is nearby, raise a hand and call for help.*

## **1.6 Improve fire safety in buildings in our communities**

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

A decision has been made to phase in a return to physical audits on selected premises. The care team are trialing lateral flow tests to allow return to the care environment.

The White Paper "Safer Buildings in Wales" consultation final response was submitted to Welsh Government (WG) in April with our concerns and recommendations. Secondary legislation will need to be established for a number of the proposals this may take two to three years to develop and further consultation will follow

The WG consultation on Fire and Rescue Authorities (FRAs) becoming a statutory consultee on major planning application is complete. FRS in Wales will become a statutory consultee for planning applications imminently. We await WG to adopt proposals which may not take place until the White Paper has been agreed.

The Statistics and Risk team have initiated discussions with Business Fire Safety (BFS) on the type of indicators they wish to see within the Business Management Information System (BMIS). These will be agreed by 31st May with a view to developing the BMIS Module during June and July.

## ST02 – Responding to your emergency

### 2.1 Respond effectively when you need us

JFC continue to learn from debriefs fed into Watch Manager (WM) meetings to ensure the development of intelligent mobilising.

We continue to review the effectiveness of our special appliances. The review of Incident Command Unit (ICU) / Water Browsers / Aerial Ladder Platforms (ALPs) and Welfare Unit is scheduled to complete in the near future.

JFC continue to utilise demand led crewing, i.e. matching resources to varying risk levels, to ensure resilience is in place to support periods of increased activity and / or staff losses.

The latest upgrade to the JFC Command and Control system has been delayed and an issues log has been sent to Capita.

Multi Agency Incident Transfer (MAIT) system meetings are set up. We are currently using MAIT with South Wales and Gwent Police and successful tests have been undertaken with HM Coastguard. Discussions continue with Dyfed Powys Police and North Wales FRS regarding their migration to MAIT. A support contract is currently being discussed.

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

JFC have been unable to progress maximising the use of geospatial tools to assist caller location identification due to COVID-19 restrictions. Current utilisation of the Enhanced Information Service for Emergency Calls (EISEC) data / mapping ellipse for location of caller and also WHAT THREE WORDS via on line website continues.

*EISEC enables the BT network to allow electronic transfer of the Calling Line Identity (CLI) to the Emergency Authority (EA) and allows the EA access to an EISEC database in order to directly collect location information relevant to the point of call origin.*

*what3words is an easy way to identify precise locations. Every 3m square has been given a unique combination of **three words**: a what3words address.*

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

We are still losing approximately 90 OCDS personnel each year. The Retained Management Team (RMT)'s intention is to recruit 130 OCDS personnel each year to replace and build on establishment. This has proved difficult this year, due to reduced numbers on courses due to Covid-19 restrictions and also the increased workload, as a consequence of the WDS campaign, on the training dept.



Abercarn fire station is key to the plan to increase establishment as is the RMT. As a team of four uniformed personnel the RMT is able to run initial OCDS FF courses with minimal requirements from Cardiff gate Training and Development Centre (CGTDC) personnel.

We have continued to monitor exit interview reasons for leaving the OCDS and reasons remain varied.

The RMT, working with Media & Communications and Human Resources (HR), continue to actively engage and support station commanders in the recruitment of OCDS firefighters. Candidates for stations that are identified as “Red” or “Amber”, with regards to establishment, are given priority at all stages of recruitment.

The RMT is aware that recruitment is unique for each station and has a variety of attraction and recruitment tools to offer accordingly. During junior officer seminars, hosted by the RMT, recruitment is discussed and best practice shared. Recruitment, training and retention of OCDS firefighters remains a priority for the RMT and the Service.

An OCDS future availability report page on BMIS, combining information from Rappel and absence data from HR, has been created and shared with stakeholders for a suitability and functionality review.

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

A full exercise programme has been created for six pump exercises which can now go ahead subsequent to delays due to previous Covid-19 restrictions. Future 10 pump exercises are in the process of being agreed, one in Barry and a further one in Caerwent, at the end of 2021. These exercises cost a substantial amount to be set up however funding has been sourced from Civil Contingency Team as their key assets will be involved at these exercises.

The exercise programme has been updated for 2021 and now includes the compulsory attendance of non-station based operational staff.

Regular dialogue between Training and Development and the RMT, to review and establish needs, along with de-brief of each OCDS initial course, ensures all OCDS personnel are trained to the required operational department needs.

## ST03 – Using technology well

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

Proposals are in place to replace Nokia type mobile telephones, currently installed in fire engines, with smart phones. Mobile Data Terminals (MDTs) have recently been updated with new units. Future software updates will incorporate satellite navigations.

Costs are awaited from Hydra for the development of the Incident Command training simulator.

*Hydra is an immersive, interactive environment for delivering exercises to develop decision makers to better manage Critical Incidents. The methodology provides highly realistic simulations of events, enabling key staff to respond in real time to both immediate critical pressured events and also to consider their strategic impact on both their institution and the public. Delegates are able to record difficult decisions and uniquely, also record their rich and detailed rationale. This approach to ‘show your working’ is further discussed in ‘time-out’ sessions within the exercise, by trained and skilled facilitators.*

It was agreed at the Operational Co-ordination Group (OCG) to undertake an initial trial of Body Cam equipment in a training environment for nine months with a view following this to expand operationally.

ICT have carried out surveys at every station to determine point of installation and any additional electrical work needed to enable the installation of GPS repeaters. Subsequent to liaison with Property Services, a quote for the work from an electrical contractor was received and an order has been raised with the contractor for work at 20 stations to facilitate installation. As a result of collaborative working with the Procurement Team, a tender was published for purchase of GPS repeater hardware. The tender has been awarded and equipment ordered.

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

Equipment in the reprographics studio is being upgraded on a rolling basis in conjunction with ICT and the Training Support Unit (TSU).

Work continues with CoreHR attendance management. Issues remain with hierarchy & UK General Data Protection Regulation (UK **GDPR**), trigger point reports, etc. A meeting has been arranged for early May to discuss with Head of HR and Accountant (People Services) with a view to request support from CoreHR consultants to resolve issues.

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

Tranman version nine is now live. It is hoped that following training to operational staff we can then introduce the portals to staff to utilise.

“Tranman: fleet management software that supports organisations to more effectively manage processes and reduce costs through improved information management and more efficient data capture. E.g. enhance workshop productivity, minimise vehicle downtime for repairs, improve accident and risk management, and improve fuel usage controls.”

Migration of data from the current Intranet to the new continues however this has been affected by current working conditions due to Covid-19. The ICT Applications Team Manager has met with many of the key teams who contribute to the intranet and ICT Trainers are giving demos of the new Intranet to Stations where feedback has been extremely positive. A Go-Live date of the beginning of June has been set. The ICT Trainers will be visiting teams to start training in preparation for go-live.

A departmental survey has been undertaken by the Stats and Risk / Planning, Performance and Risk teams to assess the BMIS system. Feedback is to be discussed within the team before seeking the input of users of the system.

The review of employees' access to BMIS is complete. Individuals who haven't used the system this financial year have been removed or suspended from the system. This has enabled us to free up licenses to roll the system out to the wider Service. The review of permissions and groups is an ongoing process that will continue in to the new financial year.

The JFC Systems Team are actively looking at ways to improve use of current technologies - this is identified through debriefs, working through new initiatives in Service and linking in with South Wales Police and other system providers. Members of team sit on different forums / meetings and working groups.

## **ST04 – Working with our partners**

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

We remain fully committed to our PSB's. We are now in the process of sharing the All Wales 'drowning prevention' strategy with our PSB partners; by the means of a short presentation and a copy of the strategy. This is being coordinated by our Water Prevention Team.

The design and implementation of a PSB area on BMIS, to facilitate the collation and reporting of evidence of how we support the nine PSB wellbeing objectives, has been prioritised due to impending changes to Community Risk Management Plans (CRMPs) which will ultimately supply the majority of data that will feed into the PSB dashboard.

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

A meeting with NHS Wales Concordat will be held in the near future. A number of work stream are developing with all three Local Health Boards (LHBs) in our area to ensure matters relating to training, control of ignition sources and mental health are improved.

Welsh Government (WG) restrictions prevent us from currently working with groups of offenders but we are using a case by case risk assessment process to ensure we can deliver an appropriate intervention to potential offenders. We have delivered a small number of these sessions and we will continue to deliver these until WG guidance is updated.

We are a member of the cross party group and National Advisory Group for suicide reduction. The aim is to reduce the risk of suicide to vulnerable at risk individuals. We are also delivering a strategy to make SWFRS a 'Dementia Friendly' registered organisation and working with the all Wales Dementia group to identify and support vulnerable at risk individuals.

Due to the current pandemic, and also the work undertaken on the Building Safety Regime (BSR) White Paper, we are yet to receive an update from WG legal teams on the Specialised Housing Group (SGF) addendum. Work continues with housing providers.

The tri service data sharing project remains stalled due to the ongoing Covid-19 pandemic.

We continue to work with the other Welsh FRS to agree and adopt a common format for operational training information. We have completed the National Occupational Guidance (NOG) gap analysis and this is being shared with the other Welsh FRSs.

JFC continues to work closely with South Wales Police whilst taking into account Covid-19 social distancing and safety measures.

JFC continue to participate in the Joint Emergency Services Interoperability Principles (JESIP) working group.

Water Rescue Boat Operator (WRBO) instructor course is now running in collaboration with two Welsh FRS' and Kent FRS. All WRBO courses and Continuing Professional Development (CPD) is being developed as All Wales packages.

### **4.3 Review and evaluate our existing partnerships**

The coordinated Primary Authority Schemes (PAS) with Care and Healthcare (CHC) continues to be very beneficial to Housing Associations and the Service. A survey has been carried out with Housing Associations that are members of this scheme.

Due to SA Brains' premises now being run by Marstons this PAS has been revoked. We are currently in the process of establishing a PAS with the Leekes Group but are waiting for works under an enforcement notice to be completed before this becomes 'Active'.

Covid-19 has affected communication channels but virtual meetings, emails and telephones have been used instead of 'face to face' contact.

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

*Enforcement notices are served where fire safety legislation has been breached. They set out what action needs to be taken and by when. The notice is served on the Responsible Person as defined in the Regulatory Reform Fire Safety Order 2005, Article 3. Enforcement notices stay on the register for a minimum of 3 years.*

## **ST05 – Engaging and communicating**

### **5.1 Deliver on the recommendations of the Investors in People (IIP) report**

During this quarter we received confirmation that we achieved IIP GOLD status in the People Award and SILVER in the Wellbeing Award.

CGTDC continue to support and communicate the recommendations of the IIP.

The RMT will continue to engage and update leaders throughout the Service by supporting Principal Officer visits to stations and encouraging UA Group Managers and their commanders to actively engage with their respective stations.

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

Work is underway between Engagement and Attraction Officers and the Equalities Manager to revisit and develop our Stakeholder Register and Partnership Register. With reference to our [Socio-economic Duty: an overview | GOV.WALES](#) our goal is to develop further links with a range of partners providing us with an insight into alternative and effective methods of communicating key messages. This approach was adopted for our Christmas and JFC campaigns with greater investment in alternative media platforms including digi-vans at key retail sites, bill board advertising at key traffic routes, radio ads and print media. This work is ongoing.

A forum with building leads to improve how we consult and engage has been established and periodic meetings are organised with the relevant groups. However, due to the Covid-19 pandemic the meetings have been postponed. It is anticipated that the event will take place before the end of 2021.

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

In the absence of face to face engagement during 2020-21 Risk Reduction has actively sought other platforms to facilitate educational messaging e.g. self-assessment toolkit and online platforms for campaigns. To engage with socio-economic groups that do not have access to web based education we have given out recyclable, branded, bilingual, non-single use promotional items at food banks and explored the use of digi-vans and billboards.

We continue to work with our educational establishments to deliver our educational programs. We have delivered Crucial Crew to all schools within Cardiff and Caerphilly and we have recently instructed operational crews to contact schools and deliver virtual KS1 and KS2 before the end of the summer term. We are reliant on WG to establish if our normal visits can resume during Q2.

The All Wales Risk Reduction group is to discuss further regarding direction of travel for the use of virtual reality (VR) to deliver educational activities.

The Momentum Programme is up and running, although due to Covid-19 pandemic no courses completed this year although as things progress and improve the Momentum Programme will be reinvigorated.

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

Due to the challenges of Covid-19 priorities have changed and the development of a digital campaign calendar has been suspended. We envisage this to be reviewed in the next few weeks and for the project to be implemented, most likely via a SharePoint digital calendar in conjunction with ICT, where individual depts. will have responsibility for updating and amending their own contributions. This will be a task monitored via the Communications and Engagement Group (CEG).

## **ST06 – Valuing our people**

### **6.1 Attract a workforce that reflects and represents our communities**

The Diversity Officer and the Learning and Development (L&D) Team are developing a line manager training package for diversity. The Service is still considering the most suitable provider to meet this requirement. This action will be extended into 2021-22.

### **6.2 Develop our people by identifying training and development opportunities**

The L&D Strategy is in its final stages of being produced. However, many of the initial steps have been delivered within 2020-21. We have launched the Personal Review Process, Masterclasses and other engagement events within this year. This will continue to roll into 2021-22.

Day Duty risk reduction staff are maintaining their operational competency via PDRPRo / Operational Skills Programme (OSPs) and (where appropriate) by attending operational courses. This task will be reviewed and likely amended to more specific items.

Online training, to raise awareness and cover key data protection principles, has not yet been developed, however approval has been gained from the Senior Management Team (SMT) for the roll out of mandatory Cyber training provided by the National Cyber Security Centre, which will be delivered jointly by Information Governance and Compliance (IG&C) and ICT. Training continues to be conducted in traditional ways and also via Starleaf but the need for online training material is growing. This action is a long term piece of work that will need resource and time to take forwards properly.

We continue to prepare a Business Fire Safety training and skills package in readiness of the outcomes of the Dame Hackett Review (Buildings & Fire Safety) and the public enquiry from the Grenfell Tower fire. This was hampered slightly due to the Covid-19 pandemic however, work on this package has recommenced with the multi-media training team. An induction and ongoing training package is currently being created and it is anticipated this will be ready to launch in July 2021.

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

The Wellbeing Steering Group is set up and meeting bi-monthly to review improvements to our Wellbeing Strategy. A wholtime watch based crew manager has been seconded to work for Head of People Services to support ongoing development.

A review of welfare facilities and working environment at JFC, to ensure a healthy and safe workplace for staff and visitors including those with disabilities, is underway however there is currently no timeframe for completion of this.

All station preparatory work completed and roll out of FireFit is planned for the beginning of April 2021, although further discussions are required with Representative Bodies prior to implementation.



## **ST07 – Protecting our environment**

### **7.1 Reduce our usage of single use materials**

Work to develop a reporting dashboard on BMIS for the service delivery group that replaces static paper reporting has started and will be further developed into the new financial year.

Phase 2 of the project looking at the reduction of single use materials throughout the Service through the sustainable strategy on the incident ground was completed and rolled out.

The vast majority of meetings continue to be held virtually with paper usage and printing being reduced as a consequence.

Work is continuing to reduce the use of paper, with stations being encouraged to print less documents and use online content. There has been a trial of a new informative app for the workforce, this may also assist with the reduction of printing materials as information will be available via the app.

### **7.2 Explore the use of electric vehicles**

We continue to replace petrol and diesel engines with electric replacements where possible.

Orders have been placed for electric pool cars with the first 10 of 21 cars due for delivery in late May 2021. The Head of Fleet and Engineering is also following closely the introduction of hydrogen technology into the commercial market.

### **7.3 Reduce our energy use and our carbon footprint**

Energy consumption will be reported in April 2021. Waste consumption will be publicised and reported on when the new waste contract has been awarded.

We continue to explore opportunities to retrofit green energy solutions and embed sustainability into design processes. Latest technologies are being reviewed and are utilised where appropriate across the service.

Tranman have been asked to provide the ability to monitor the carbon footprint of pool vehicles in order to help assess the beneficial impact of new electric powered vehicles on the environment. This will require the fuel portal to be introduced and is planned for the next quarter dependant on training.

Meeting took place with couriers in relation to reviewing runs to stations. It was agreed to collate feedback from end users on the current provision. This feedback has commenced with Ops and is currently being captured.

The operations department continues to work to minimise appliance movements for training. We are currently using new technology on stations to deliver seminars and induction course using StarLeaf to limit appliance movements for training.

#### **7.4 Consider how our activities impact on the environment**

Work is underway exploring the option of reducing the age of front line appliances to 12 years to improve safety and environmental impact and will be presented to the Director of Technical Services during May 2021.

The Operations Management Team continue to work closely with representative bodies to improve flexible rostering. Ongoing considerations are taking place regarding grouping of stations to facilitate own availability thus reducing travelling between stations.

## **ST08 – Continuing to work effectively**

### **8.1 Be clear and publically accountable**

An assurance metrics dashboard and reporting calendar is in use by SMT. Periodic reviews of the content and calendar will take place to ensure the dashboards meet the ongoing requirements.

Job Evaluation is complete and Heads of Service / Project Board have agreed a pay model that will be presented to the Fire and Rescue Authority-

The People Plan was signed off at the March HR and Equalities meeting and will now be formally published and used across HR teams.

Since publication of the court decision regarding the Firefighters Pension Scheme tapering arrangements, HM Treasury and HM Revenue and Customs have been working to develop a suite of guidance documents that will outline the technical elements of implementing the decision. To date these have not been published. We are liaising with the All Wales Scheme Advisory Board, Local Government Association and the Welsh Government on the next steps.

Statistics and Risk have created a BMIS Page for JFC to be able to view the data that requires checking by them. This is currently being reviewed by JFC. We are also in the process of developing similar suites of checks for Stats which it is anticipated will be in use by the end of Q1 2021-22.

An Information Asset Register template is in place and will be initially completed by the Stats and Risk Analysts before moving on to ensuring the wider service data assets are recorded appropriately.

A meeting to discuss an action plan with the Rail Working Group will be held and a BMIS page developed to track the work of the group during Q1 2021-22.

Procurement will be reviewed in line with the outcome of new public procurement guidelines and the Draft Social Partnership and Public Procurement (Wales) Bill. This is an ongoing task and will be carried forward to next year's business plan

A new draft lease template, with revised cost recovery mechanism, has been prepared and is currently out for consultation with internal stakeholders

The next ISO audit for CGTDC is scheduled for July 2021.

Improving the visibility of the FOI publication scheme, and updating compliance figures on a more regular basis, is currently in progress but further work is required before items can be uploaded public facing.

Station information governance audits have not recommenced due to Covid-19 restrictions. Links have been made with stations via Starleaf, however face to face interaction would undoubtedly be beneficial once restrictions lift.

We will be fully reviewing our Information Security Management System documents as part of the Office Productivity Project and the expected update to ISO27001/2 in 2021.

We will further develop our assurance metrics to monitor performance across the Fleet & Engineering department with the introduction of Tranman version 9.

Process mapping of the motor claims process has begun and is ongoing.

Developing assurance metrics for Legal and Insurance will be completed once a process map has been finalised.

## **8.2 Maximise value for money**

We have recently implemented CORE Recruitment and CORE Talent and are looking to onboard other work streams to increase efficiency and effectiveness within HR.

Although we have a long term vehicle replacement programme the introduction of Tranman version 9 will improve this function.

Discussions are underway regarding the activities being collected on the CS&P database as not all CS&P activities are currently recorded. This will continue through Q1 with the new head of CS&P.

## **8.3 Develop for a new normal way of working**

All Covid-19 risk assessments (RAs) have been completed and are live and active. Following the next review, due in April/May 2021, the review period will be extended to 12 months. All RA's are available on the Health and Safety intranet site and updates available via BMIS.

The Covid-19 Recovery Team continue to review Welsh Government and Public Health Wales guidance. New work is underway to introduce Lateral Flow Testing to the Service based on Department of Health and Social Care (DHSC) and NHS guidance. Initial actions are to set up collaboration with South Wales Police at JFC, followed by Cardiff Gate T&D Centre.

Following the WG Black, Asian and Minority Ethnic (BAME) COVID-19 Socioeconomic Subgroup report, the Service has completed an Equality Risk Assessment (ERA) and Data Protection Impact Assessment (DPIA) and these are available to staff.

We continue to monitor and reinforce social distancing across all sites. Through monitoring of latest updates we are prepared to react to any significant changes in WG or Public Health Wales (PHW) guidance. Additional control measures, including the use of face coverings, have been introduced at CGTDC and JFC. A review of RA's will need to be carried out on announcement of alert level change, likely to be around the end of April.

We continue to limit contractors and visitors access to our premises to essential reasons only. All visitors are made aware of Covid-19 restrictions through verbal and visual messaging.

H&S have produced a suite of cleaning guidance leaflets to support previous guidance. A new training package is near completion and will appear on the OSP platform. A link with the Welsh Ambulance Service Trust (WAST) Infection Protection Control (IPC) has been training established.

Clear guidance is available to all staff regarding the use of face coverings in vehicles and other instances where two metres social distancing cannot be maintained.

All Covid-19 specific PPE is monitored using the CIT Tracker which links into stores for station stock levels. Stations report via OAST at the start of each tour of duty. Stocks of items purchased early in the pandemic are being distributed but will not require stations to report on stock returns. This is to use up a range of non-listed items to avoid disposal of unused items.

Rotas are embedded across teams limiting the number of people occupying spaces and Heads of Service and line managers are monitoring. Property Services are monitoring individual swipe card entry as a support measure. Wales is currently under alert level 4 - work from home if you can, many staff are following this advice. The First Minister is starting to relax restrictions and this will be monitored as information changes. Introduction of lateral flow testing may influence rotas.

A link is now established with PHW via HR for direct advice on Test, Trace and Protect (TTP) issues.

Initial mapping of processes with the Insurance department to identify process improvement and identify measurements of performance is complete. Further meetings are to be held with Insurance / Fleet and Engineering to identify potential for refining processes. Metrics to be agreed.

Process mapping for recruitment is to be reviewed in light of the implementation of Core and to identify PIs. Work is underway with the Employee Relations team to identify key activities and processes to identify potential improvements within and between teams.

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# PERFORMANCE MONITORING REPORT

Appendix 1

01 April - 31 March 2021



Gwasanaeth Tân ac Achub  
De Cymru

South Wales  
Fire and Rescue Service

Produced in

**BMIS**  
Business Management  
Information System

## Introduction

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The Performance Monitoring Report for 2020/21 highlights performance for the period 01 April 2020 to 31 March 2021. The report includes:

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

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

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

### Changes to Working Practices due to COVID-19

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

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

The COVID-19 pandemic has also prevented us from delivering many of our education and youth prevention programs such as Foundation Phase, Key stage 2 education talks and road safety talks. Youth prevention activities such as the Phoenix, Crimes and Consequences and our Fire Cadets have also been put on hold. Staff have been



redirected from areas of youth and education to assist with the successful new revised HSC process. As a result for the service has been able to carry out 6,553 HSCs. 593 were refused and at 573 addresses we were unable to contact the occupier.

With the easing of restrictions, we were able to recommence education and planning for youth intervention in a new COVID-19 compliant format. During this period we delivered valuable road safety prevention messages with our partners in the Police and Local Authority to local communities. We were also able to run a revised Phoenix program to change the behavior of young people in the Gwent region.

New restrictions have meant revisiting all our programs and our teams are working on identifying and trialing different ways of working. The return of the cadets was put on hold until after the 2nd National lockdown in November and will not recommence until September 2021. The service will recommence some form of schools education and community engagement later in 2021.

For safety reasons the Business Fire Safety department has been unable to carry out audits in the usual manner to premises, except to those that were deemed to be high risk i.e. after fire assessments and premises that have an alleged high risk due to livelihood or life risk. The department have been proactively working with health boards on the introduction of field hospitals and have developed new ways of working including completing audits to premises remotely and will start to recommence more activity as lockdown eases.

Due to the pandemic and continued support to other agencies, work by stations on 2020/21 CRMPs (Community Risk Management Plans) has been put on hold and will continue in the new financial year.

Noticeable differences to the type of incidents that the service has attended has been the increase in assisting other agencies, in particular assistance to the Police/Ambulance. Assistance to the Police/Ambulance has increased from 242 incidents last year to 335 incidents this year, an increase of 38%. Assistance to all other agencies has increased from 341 incidents last year to 392 incidents this year, an increase of 15%.

The service has also experienced an increase in attendance to bariatric patients with incidents rising from 100 last year to 140 incidents this year, an increase of 40%. Attendance by crews to suicide or attempted suicide has also risen sharply during the year with incidents rising from 47 last year to 74 this year. An increase of 57%.

The Service Performance & Communications department co-ordinates and compiles this report on behalf of the Service Delivery Directorate. All information is extracted from updated Directorate quarterly Service Plans and the data sets are maintained and validated by the Statistics and Risk Team and is subject to change.

We are continually seeking to improve this report and welcome comments on additional information or other changes that you would like to see, please feel free to contact Neil Herniman on [n-herniman@southwales-fire.gov.uk](mailto:n-herniman@southwales-fire.gov.uk) 01443 232775 or Jon Carter [j-carter@southwales-fire.gov.uk](mailto:j-carter@southwales-fire.gov.uk) 01443 232347 to discuss.

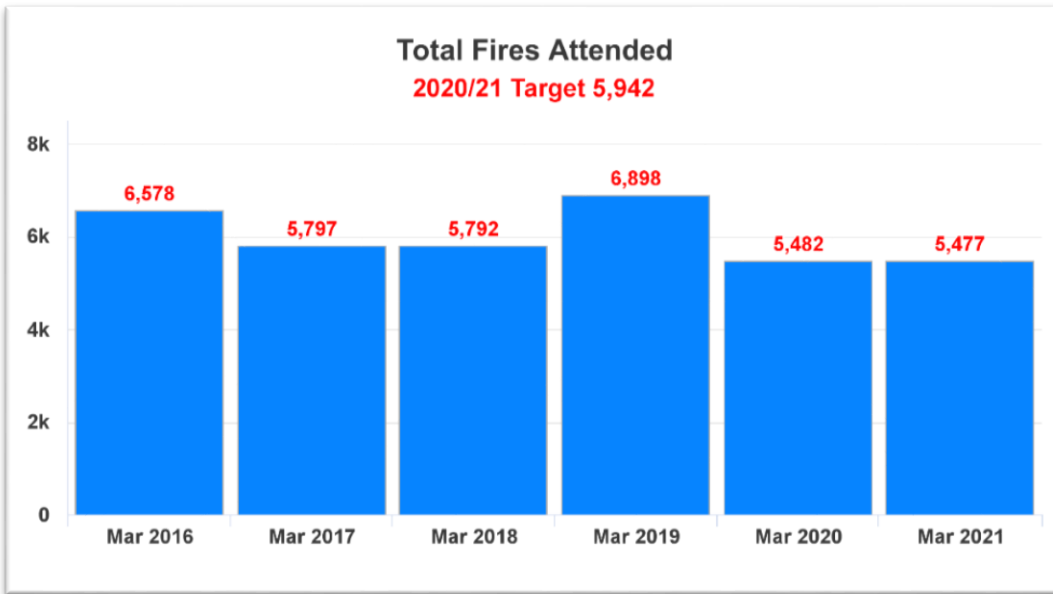
## Strategic Indicators 2020/21 – Performance

The sunburst below displays the progress of each Strategic Indicator based on its performance against the target set.

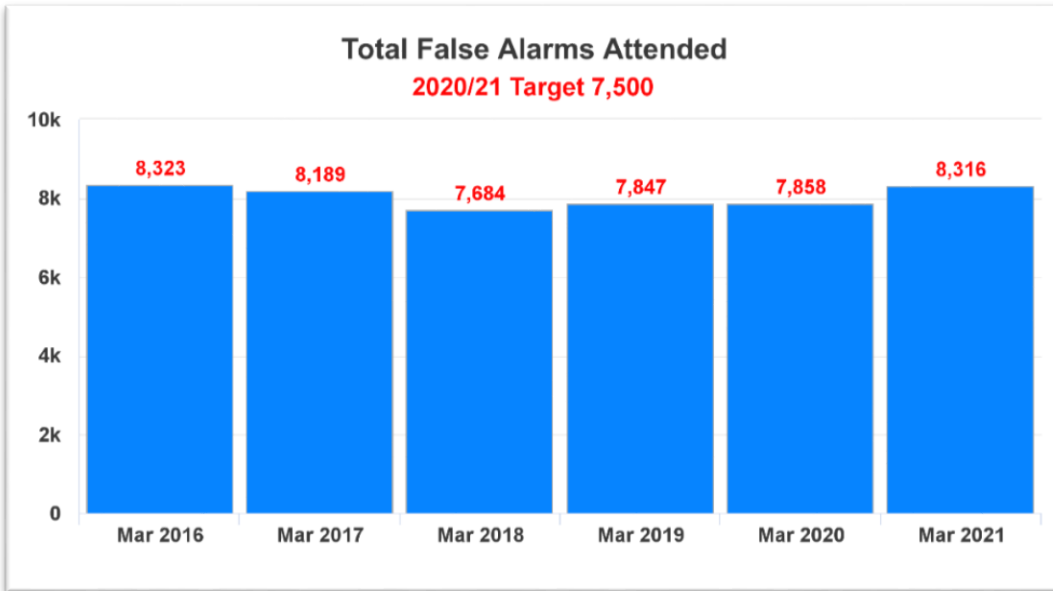
Performance Key	★ Better than or equal to target	● Up to 5% above target	▲ Over 5% from target
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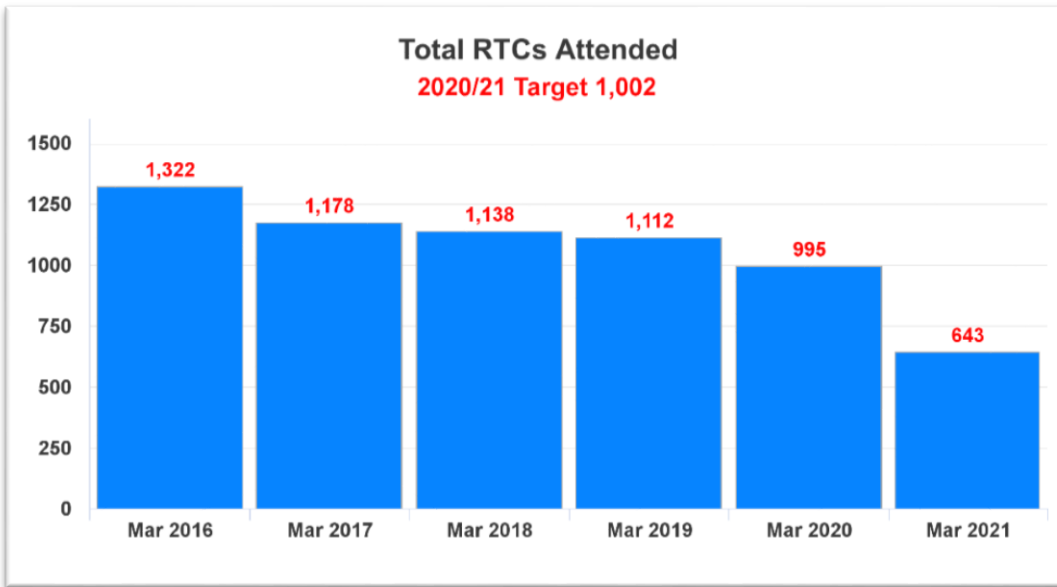
	Q1 – Q4 Actual (YTD)	Q1 – Q4 Target (YTD)	Q1 – Q4 2020/21 (YTD)	Q1 – Q4 2019/20 (YTD)
Total Fires Attended	5,477	5,942	★	5,482
Total RTCs Attended	643	1,002	★	995
Total False Alarms Attended	8,316	7,500	▲	7,858
Total Other SSCs Attended	2,264	2,276	★	2,569
% of Dwelling Fires Confined to Room of Origin	82.23%	85.00%	●	84.20%
Total Deaths and Injuries in Fires	49	68	★	84
Total Accidental Deaths and Injuries in Fires	42	57	★	64



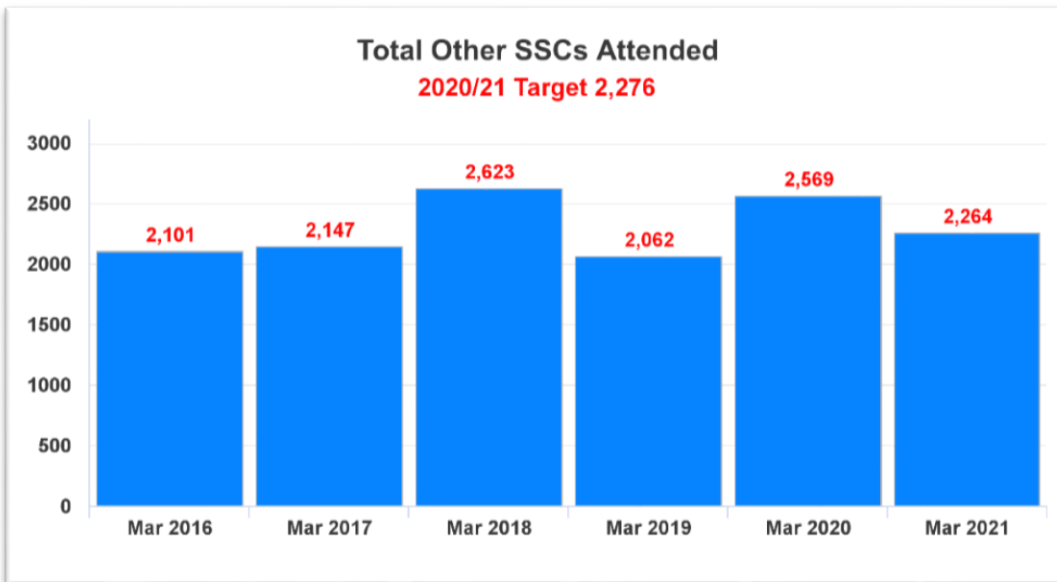
- ### 2020/21 Performance V 2019/20
- Total fires (5,482 – 5,477) ↓ 0.1% - 8% below the target of 5,942
  - Deliberate fires (3,808 – 3,846) ↑ (1%)
  - Grass fires (1,098 – 1,051) ↓ 4%
  - Refuse fires (2,219 – 2,461) ↑ 11%
  - Road vehicle fires (745 – 651) ↓ 13%,
  - The Vale of Glamorgan with 354 fires were 17% above the target of 304.
  - Newport with 677 fires were 20% below the target of 846.
  - Deliberate fires accounted for 71% of all fires.



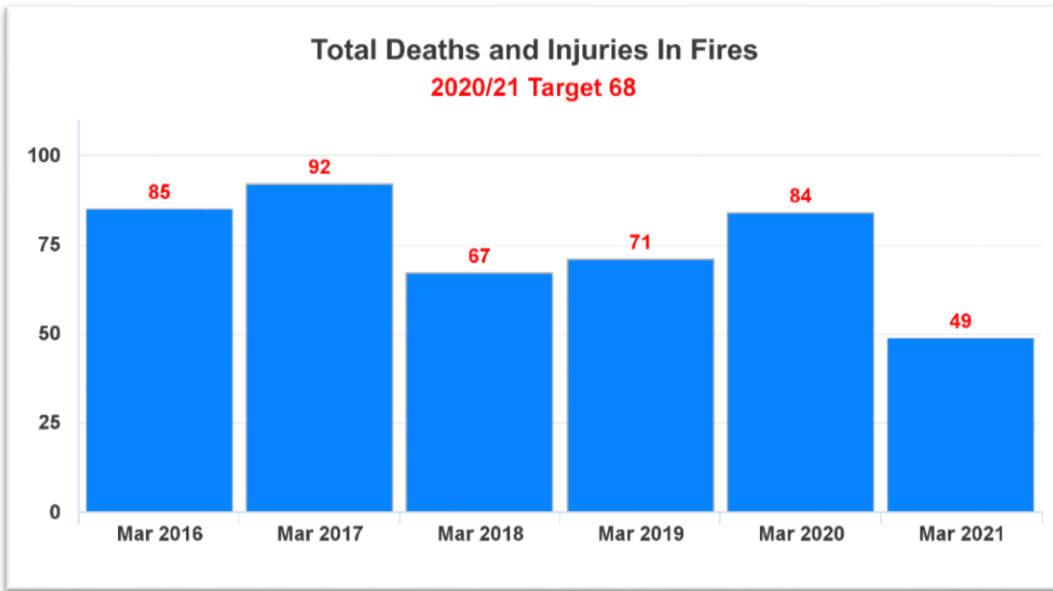
- ### 2020/21 Performance V 2019/20
- Total False Alarms (7,858 – 8,316) ↑ 458 (6%)
  - 11% above the target of 7,500.
  - False alarm due to apparatus (4,494 – 4,700) ↑ 5%
  - False alarm good intent (3,136 – 3,405) ↑ 9% (grass, refuse)
  - False Alarm Malicious (228 – 211) ↓ 7%
  - Residential homes (418 – 290) ↓ 31%, Education (544 – 443) ↓ 19%, Hospitals (605 – 650) ↑ 7%
  - Appliances in attendance at Residential homes (622 – 456) ↓ 27%, Education (771 – 664) ↓ 14%, Hospitals (861 – 932) ↑ 8%



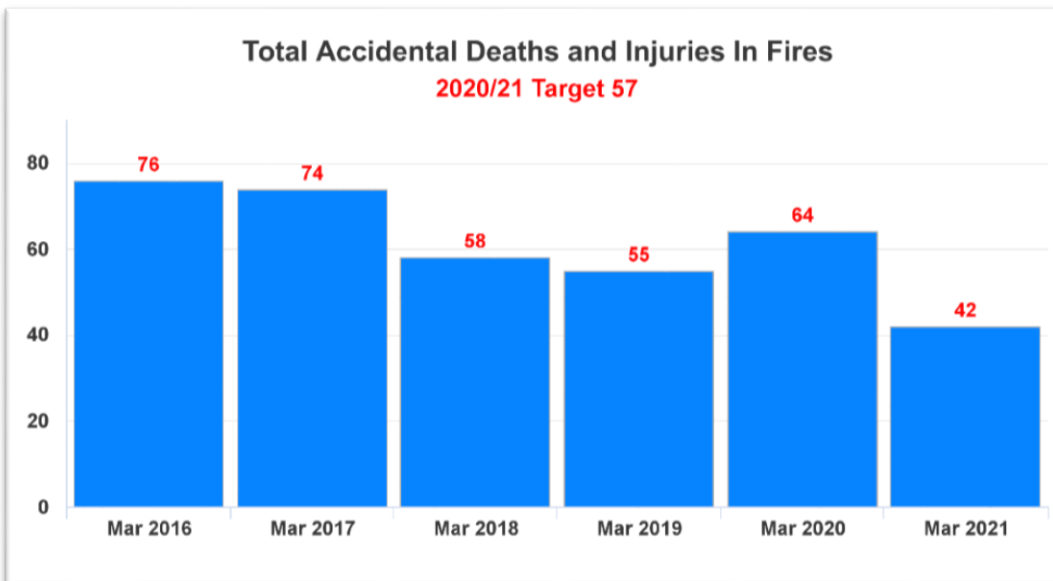
- ### 2020/21 Performance V 2019/20
- Total RTCs (995 – 643) ↓ 352 (-35%)
  - 36% below the target of 1,002
  - This year so far has seen the lowest numbers for 5 years.
  - Although extrications/release of persons have fallen from 196 to 128 the percentage of extrications/release of persons has remained at 20% for both years.
  - November (19) and December (15) had the highest numbers of extrications and release of persons spread out across the service area due to more traffic back on the roads.



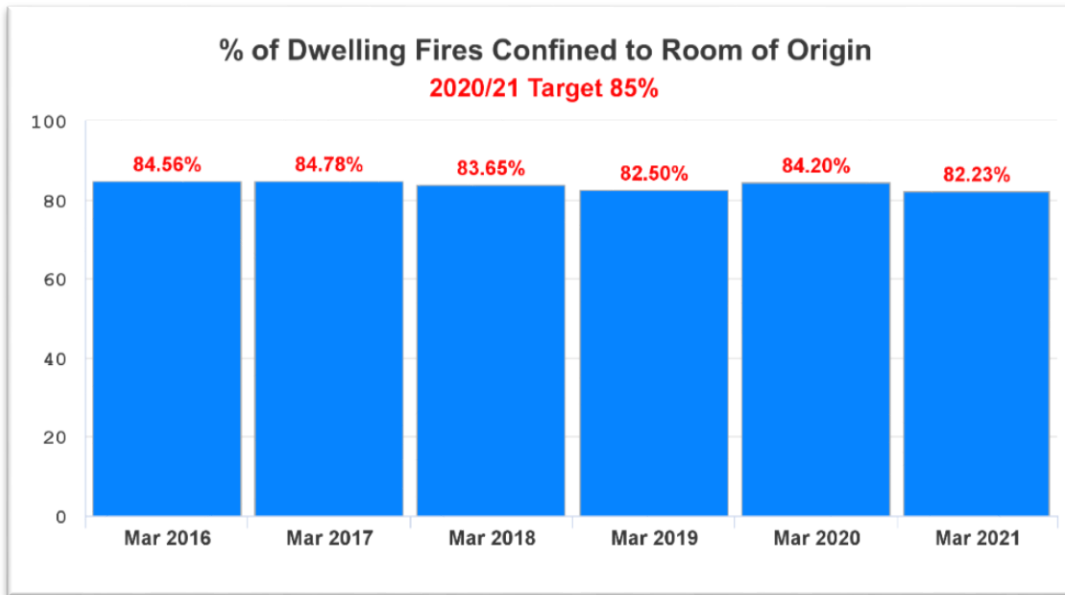
- ### 2020/21 Performance V 2019/20
- Other SSCs (2,569 – 2,264) ↓ 305 (-12%)
  - 0.5% below the target of 2,276
  - Suicide/attempts (47 – 75) ↑ 60% - 11 in May, 8 in July and October.
  - Assisting other agencies (341 – 392) ↑ 15%,  
Bariatrics (100 – 140) ↑ 40%,  
Effecting entry (327 – 209) ↓ 36%
  - December experienced the highest numbers with 315 incidents. Flooding (104) and assisting other agencies (42) were the main incident types.
  - Cardiff UA had the highest number of incidents with 518.



- #### 2020/21 Performance V 2019/20
- Total fatalities and injuries ↓ 42% (84 to 49)
  - 28% below the target of 68.
  - 10 fatalities from fires (2 still under FI), 1 more than last year. Zero in Q2/3.
  - 6 in accidental dwelling fires – 2 others deliberate, 2 unknown causes.
  - Serious injuries ↓ 50% from 10 last year to 5 this year
  - Slight injuries ↓ 48% (65 to 34)
  - 6 fatalities in ADFs – Causes- 3 combustible articles, 1 cooking, 1 fault in fridge freezer and 1 faulty fuel supplies.



- #### 2020/21 Performance V 2019/20
- Accidental fatalities and Injuries ↓ 34% (64 to 42)
  - 27% below the target of 57.
  - 6 accidental dwelling fatalities – all aged 57+
  - Accidental Serious injuries ↓ from 9 last year to 5 this year (44%)
  - Accidental slight injuries ↓ 42% (50 to 29)
  - We have experienced the lowest accidental deaths and injuries since 2009/10



### 2020/21 Performance V 2019/20

- 545 of 661 dwelling fires have been confined to the room of origin (82.23%).
- This is below last year and is 3% below the target set of 85% at the start of the year.
- Newport UA had the highest actual numbers with 65 of the 70 fires (93%) confined to the room of origin.
- Blaenau Gwent had the lowest percentage with 15 of the 21 (71%) dwelling fires confined to the room of origin.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	861	99	98	69	60	61	81	77	72	74	51	51	113	266	202	223	215	906	861	45	5%
Special Service Call	149	8	5	13	10	18	11	11	13	25	9	6	12	26	39	49	27	141	149	-8	-5%
Total RTCs Attended	40	0	0	1	2	1	2	1	3	6	1	2	1	1	5	10	4	20	40	-20	-50%
Total Other SSCs Attended	109	8	5	12	8	17	9	10	10	19	8	4	11	25	34	39	23	121	109	12	11%
Total False Alarms Attended	355	42	44	24	22	24	38	27	27	31	24	27	43	110	84	85	94	373	355	18	5%
Malicious False Alarms	8	0	4	1	0	0	1	1	0	0	0	0	1	5	1	1	1	8	8	0	0%
Good Intent False Alarm	177	33	29	18	10	12	19	8	11	10	11	7	27	80	41	29	45	195	177	18	10%
Automatic False Alarms	170	9	11	5	12	12	18	18	16	21	13	20	15	25	42	55	48	170	170	0	0%
Total Fires Attended	357	49	49	32	28	19	32	39	32	18	18	18	58	130	79	89	94	392	357	35	10%
Deliberate Fire	281	35	39	27	23	15	27	35	30	9	11	15	54	101	65	74	80	320	281	39	14%
Deliberate grass fires attended	51	17	13	4	2	1	0	0	1	0	0	0	16	34	3	1	16	54	51	3	6%
Deliberate refuse fires attended	167	15	18	17	14	10	25	32	22	8	9	12	32	50	49	62	53	214	167	47	28%
Accidental Fire	76	14	10	5	5	4	5	4	2	9	7	3	4	29	14	15	14	72	76	-4	-5%
Accidental Dwelling Fires Attended	31	3	2	0	2	1	1	1	1	4	2	2	0	5	4	6	4	19	31	-12	-39%
Total Deaths and Injuries In Fires	2	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	2	-1	-50%
Total Accidental Deaths and Injuries In Fires	2	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	2	-1	-50%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 39% compared to last year. The number of incidents have decreased from 31 to 19. There were 4 incidents in December, 3 in April and 2 in July, January and February. 9 of the 19 incidents were caused by combustible articles too close to the heat source, 2 were caused by cooking and 2 others by faulty fuel supplies-electricity. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there was 1 fatality in April, a male aged 82 which was caused by combustible articles too close to the heat source. Attendance at Other special service calls has increased by 11% with assistance to other agencies increasing by 35% compared to last year. The number of Road traffic collisions attended has decreased by 20 (-50%) from 40 to 20 with crews attending only 1 incident in Q1, 5 in Q2, 10 in Q3 and 4 in Q4. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate grass fires have increased by 6% from 51 to 54 and deliberate refuse fires have increased by 28% from 167 to 214. Automatic false alarms have remained the same as last year with 170. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have remained the same as last year with 8 incidents 4 of these were in May last year and were as a result of malicious calls to grass fires (3) and a dwelling fire. There was a 10% increase in Good intent false alarms with refuse (80 calls) and grass fires (43 calls) accounting for the majority of this increase.





Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	1,543	189	164	127	119	106	131	87	109	108	114	78	141	480	356	304	333	1,473	1,543	-70	-5%
Special Service Call	297	14	18	22	26	30	23	16	25	33	30	15	17	54	79	74	62	269	297	-28	-9%
Total RTCs Attended	92	7	6	6	14	9	5	1	7	10	3	6	5	19	28	18	14	79	92	-13	-14%
Total Other SSCs Attended	205	7	12	16	12	21	18	15	18	23	27	9	12	35	51	56	48	190	205	-15	-7%
Total False Alarms Attended	698	79	68	68	54	54	64	47	52	44	58	42	64	215	172	143	164	694	698	-4	-1%
Malicious False Alarms	24	0	3	0	2	3	4	4	5	1	0	1	4	3	9	10	5	27	24	3	13%
Good Intent False Alarm	318	50	43	29	25	26	25	12	22	12	15	19	38	122	76	46	72	316	318	-2	-1%
Automatic False Alarms	356	29	22	39	27	25	35	31	25	31	43	22	22	90	87	87	87	351	356	-5	-1%
Total Fires Attended	548	96	78	37	39	22	44	24	32	31	26	21	60	211	105	87	107	510	548	-38	-7%
Deliberate Fire	373	75	60	28	20	15	32	16	22	17	14	10	48	163	67	55	72	357	373	-16	-4%
Deliberate grass fires attended	136	45	22	11	4	0	2	0	0	0	2	1	19	78	6	0	22	106	136	-30	-22%
Deliberate refuse fires attended	169	26	33	15	14	15	21	12	15	8	7	7	20	74	50	35	34	193	169	24	14%
Accidental Fire	175	21	18	9	19	7	12	8	10	14	12	11	12	48	38	32	35	153	175	-22	-13%
Accidental Dwelling Fires Attended	65	3	6	2	6	2	4	4	1	6	5	6	4	11	12	11	15	49	65	-16	-25%
Total Deaths and Injuries In Fires	8	0	1	0	0	2	1	0	0	2	0	0	2	1	3	2	2	8	8	0	0%
Total Accidental Deaths and Injuries In Fires	7	0	1	0	0	2	1	0	0	1	0	0	1	1	3	1	1	6	7	-1	-14%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 25% compared to last year. The number of incidents have decreased from 65 to 49. There were 6 incidents in May, July, December and February. 18 (37%) of the 49 incidents were caused by cooking and 8 (16%) caused by combustible articles too close to the heat source. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there were 2 fatalities, the first in May, a female aged 93 where the fire was caused by cooking and a female aged 89 which is still under Fire Investigation. Attendance to Other special service calls has fallen from 205 last year to 190 this year (-7%). The biggest decrease was attendance at effecting entry which reduced from 27 last year to 14 incidents this year. Sadly crews attended 8 suicide/attempts last year. The number of Road traffic collisions attended has reduced from 92 last year to 79 (-14%). The majority of the incidents (46) were making the scene/vehicle safe. 11 extrications/release of persons took place by crews during the year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires have increased by 14% from 169 to 193 compared to last year. Deliberate grass fires however have decreased by 22% from 136 to 106. Automatic false alarms have decreased by 1% (356 to 351) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. There has been a slight increase in malicious false alarms with 27 incidents compared to 24 last year. There was a 1% decrease in Good intent false alarms with calls to dwellings (104) and refuse (91) accounting for the majority of these calls.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	1,804	203	200	139	115	149	154	121	133	139	131	114	158	542	418	393	403	1,756	1,804	-48	-3%
Special Service Call	334	17	10	14	19	34	19	25	26	25	31	24	19	41	72	76	74	263	334	-71	-21%
Total RTCs Attended	117	4	1	4	7	8	4	6	9	8	4	8	2	9	19	23	14	65	117	-52	-44%
Total Other SSCs Attended	217	13	9	10	12	26	15	19	17	17	27	16	17	32	53	53	60	198	217	-19	-9%
Total False Alarms Attended	684	78	89	54	56	64	80	58	60	63	48	45	54	221	200	181	147	749	684	65	10%
Malicious False Alarms	25	0	1	0	1	2	1	1	0	4	0	0	3	1	4	5	3	13	25	-12	-48%
Good Intent False Alarm	352	62	59	31	31	34	40	25	37	22	18	22	28	152	105	84	68	409	352	57	16%
Automatic False Alarms	307	16	29	23	24	28	39	32	23	37	30	23	23	68	91	92	76	327	307	20	7%
Total Fires Attended	786	108	101	71	40	51	55	38	47	51	52	45	85	280	146	136	182	744	786	-42	-5%
Deliberate Fire	591	91	74	53	28	39	42	24	39	33	34	31	68	218	109	96	133	556	591	-35	-6%
Deliberate grass fires attended	185	54	33	18	3	9	8	1	0	1	2	2	27	105	20	2	31	158	185	-27	-15%
Deliberate refuse fires attended	296	27	34	32	19	23	29	21	34	22	26	24	34	93	71	77	84	325	296	29	10%
Accidental Fire	195	17	27	18	12	12	13	14	8	18	18	14	17	62	37	40	49	188	195	-7	-4%
Accidental Dwelling Fires Attended	71	3	4	7	6	3	3	5	2	10	10	7	9	14	12	17	26	69	71	-2	-3%
Total Deaths and Injuries In Fires	7	0	0	1	0	0	1	0	0	0	0	2	0	1	1	0	2	4	7	-3	-43%
Total Accidental Deaths and Injuries In Fires	6	0	0	1	0	0	0	0	0	0	0	2	0	1	0	0	2	3	6	-3	-50%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 3% compared to last year. The number of incidents have decreased from 71 to 69. The months with the most incidents were December and January with 10 in each month. 24 (35%) of the 69 incidents were caused by cooking. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there was a female fatality aged 49 in which the fire was caused by combustible articles too close to the heat source. Attendance to Other special service calls has fallen from 217 last year to 198 this year (-9%). The biggest decrease was attendance at effecting entry which reduced from 26 to 10 (-62%). Sadly crews attended 8 suicides/attempts. The number of Road traffic collisions attended has decreased by 52 (-44%) with crews attending 65 incidents during the year. The majority of these incidents (35) were making the scene/vehicle safe. 14 extrication/release of persons took place by crews during the year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires this year have increased by 10% compared to last year from 296 to 325. Deliberate grass fires however have decreased by 15% (185 to 158). Automatic false alarms have increased by 7% (307 to 327) compared last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. There has been a decrease in malicious false alarms with 13 incidents compared to 25 last year. There was a 16% increase in Good intent false alarms with refuse (106 calls) and calls to dwellings (123 calls) accounting for the majority of this increase.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	3,795	283	320	260	282	338	352	284	355	299	278	260	342	863	972	938	880	3,653	3,795	-142	-4%
Special Service Call	834	53	37	42	46	72	60	51	52	57	44	64	55	132	178	160	163	633	834	-201	-24%
Total RTCs Attended	196	14	6	12	8	10	12	10	12	4	6	11	10	32	30	26	27	115	196	-81	-41%
Total Other SSCs Attended	638	39	31	30	38	62	48	41	40	53	38	53	45	100	148	134	136	518	638	-120	-19%
Total False Alarms Attended	1,997	140	142	131	158	186	194	156	205	182	190	150	186	413	538	543	526	2,020	1,997	23	1%
Malicious False Alarms	69	2	5	3	8	7	9	7	3	5	6	6	7	10	24	15	19	68	69	-1	-1%
Good Intent False Alarm	670	71	56	51	49	67	60	44	62	50	51	40	66	178	176	156	157	667	670	-3	0%
Automatic False Alarms	1,258	67	81	77	101	112	125	105	140	127	133	104	113	225	338	372	350	1,285	1,258	27	2%
Total Fires Attended	964	90	141	87	78	80	98	77	98	60	44	46	101	318	256	235	191	1,000	964	36	4%
Deliberate Fire	635	57	91	52	49	52	65	60	67	30	24	26	73	200	166	157	123	646	635	11	2%
Deliberate grass fires attended	101	10	38	13	6	11	8	5	2	0	0	2	17	61	25	7	19	112	101	11	11%
Deliberate refuse fires attended	411	34	44	36	36	29	44	40	49	18	18	14	43	114	109	107	75	405	411	-6	-1%
Accidental Fire	329	33	50	35	29	28	33	17	31	30	20	20	28	118	90	78	68	354	329	25	8%
Accidental Dwelling Fires Attended	155	16	16	11	10	14	14	5	18	21	12	10	9	43	38	44	31	156	155	1	1%
Total Deaths and Injuries In Fires	31	1	2	1	0	0	1	0	0	0	2	1	0	4	1	0	3	8	31	-23	-74%
Total Accidental Deaths and Injuries In Fires	23	1	2	1	0	0	1	0	0	0	2	1	0	4	1	0	3	8	23	-15	-65%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been an increase of less than 1% compared to last year. The number of incidents have increased from 155 to 156. There were 21 incidents in December, 18 in November and 16 each in April and May. 54 (35%) of the 156 incidents were caused by cooking. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. Sadly there was 1 fatality this year, a 70 year old female caused by faulty electric fuel supplies. There were also 7 slight injuries from fires this year. These numbers however have dropped considerably since last year. Attendance to Other special service calls has fallen from 638 last year to 518 this year (-19%). The biggest decrease was flooding which reduced from 99 incidents to 53 (-49%). Attendance where we assisted other agencies increased from 74 to 77 (4%). Sadly crews attended 21 suicides/attempts during the year. The number of Road traffic collisions attended has decreased by 81 (-41%) with crews attending 115 incidents last year. The majority of these incidents (41) were making the scene/vehicle safe. 14 extractions/release of persons took place by crews which is 15 less than last year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate grass fires have increased by 11% compared to last year. Deliberate refuse fires however have decreased by 1%. Automatic false alarms have increased by 2% (1,258 to 1,285) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have reduced by 1% from 69 to 68 and there was also a slight decrease in Good intent false alarms with calls to dwellings accounting for the majority of the 667 callouts.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1- Q4	Last Year Q1-Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	773	127	76	56	60	62	51	41	46	57	52	46	53	259	173	144	151	727	773	-46	-6%
Special Service Call	167	8	5	13	12	18	6	7	10	17	13	9	9	26	36	34	31	127	167	-40	-24%
Total RTCs Attended	47	1	1	4	6	6	2	2	1	5	3	1	1	6	14	8	5	33	47	-14	-30%
Total Other SSCs Attended	120	7	4	9	6	12	4	5	9	12	10	8	8	20	22	26	26	94	120	-26	-22%
Total False Alarms Attended	330	43	28	19	31	22	25	23	22	31	24	24	20	90	78	76	68	312	330	-18	-5%
Malicious False Alarms	4	1	2	0	0	0	0	1	0	0	0	0	0	3	0	1	0	4	4	0	0%
Good Intent False Alarm	110	26	14	8	12	12	10	6	8	8	9	6	7	48	34	22	22	126	110	16	15%
Automatic False Alarms	216	16	12	11	19	10	15	16	14	23	15	18	13	39	44	53	46	182	216	-34	-16%
Total Fires Attended	276	76	43	24	17	22	20	11	14	9	15	13	24	143	59	34	52	288	276	12	4%
Deliberate Fire	201	66	33	20	10	15	12	7	11	6	7	9	22	119	37	24	38	218	201	17	8%
Deliberate grass fires attended	64	45	17	3	0	0	0	0	0	0	0	0	9	65	0	0	9	74	64	10	16%
Deliberate refuse fires attended	99	17	12	14	8	12	9	4	8	2	5	5	10	43	29	14	20	106	99	7	7%
Accidental Fire	75	10	10	4	7	7	8	4	3	3	8	4	2	24	22	10	14	70	75	-5	-7%
Accidental Dwelling Fires Attended	35	4	3	0	1	3	2	0	0	2	4	0	2	7	6	2	6	21	35	-14	-40%
Total Deaths and Injuries In Fires	3	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	1	3	-2	-67%
Total Accidental Deaths and Injuries In Fires	3	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	1	3	-2	-67%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 40% compared to last year. The number of incidents have decreased from 35 to 21. There were 4 incidents in April and January. There were only 2 in Q3. 9 (40%) of the 21 incidents were caused by cooking. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There was 1 slight injury from fire which is 2 less than last year. Attendance to Other special service calls has fallen from 120 last year to 94 this year (-22%). The biggest decrease was lift release which reduced from 13 to 7 (-46%). Attendance where we assisted other agencies also decreased from 21 to 18 (-14%). Sadly crews attended 5 suicides/attempts during the year. The number of Road traffic collisions attended has decreased by 14 (-30%) with crews attending 33 incidents last year. The majority of these incidents (16) were making the scene/vehicle safe. 7 extrications/release of persons took place by crews which is 9 less than last year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires have increased by 7% compared to last year. Deliberate grass fires have also increased by 16% with 65 of these incidents in Q1 and 9 in Q4. Automatic false alarms have decreased by 16% (216 to 182) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have remained the same as last year with 4 incidents. There was a 15% increase in Good intent False Alarms with refuse (42 calls), dwellings (35) and grass fires (16 calls) accounting for the majority of this increase.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	959	66	74	82	56	114	88	54	60	110	65	60	72	222	258	224	197	901	959	-58	-6%
Special Service Call	271	6	10	18	12	23	9	17	13	50	11	17	11	34	44	80	39	197	271	-74	-27%
Total RTCs Attended	71	1	3	10	2	7	2	7	3	3	2	5	4	14	11	13	11	49	71	-22	-31%
Total Other SSCs Attended	200	5	7	8	10	16	7	10	10	47	9	12	7	20	33	67	28	148	200	-52	-26%
Total False Alarms Attended	496	47	37	48	36	63	62	29	35	49	35	30	47	132	161	113	112	518	496	22	4%
Malicious False Alarms	5	1	2	2	0	0	1	0	1	0	0	0	1	5	1	1	1	8	5	3	60%
Good Intent False Alarm	133	17	13	16	12	21	14	5	9	13	2	10	12	46	47	27	24	144	133	11	8%
Automatic False Alarms	358	29	22	30	24	42	47	24	25	36	33	20	34	81	113	85	87	366	358	8	2%
Total Fires Attended	192	13	27	16	8	28	17	8	12	11	19	13	14	56	53	31	46	186	192	-6	-3%
Deliberate Fire	70	6	12	11	4	15	7	5	2	0	10	3	0	29	26	7	13	75	70	5	7%
Deliberate grass fires attended	22	1	10	0	0	8	2	1	0	0	0	0	0	11	10	1	0	22	22	0	0%
Deliberate refuse fires attended	24	1	0	9	4	5	4	3	2	0	6	1	0	10	13	5	7	35	24	11	46%
Accidental Fire	122	7	15	5	4	13	10	3	10	11	9	10	14	27	27	24	33	111	122	-11	-9%
Accidental Dwelling Fires Attended	35	1	5	0	0	2	3	1	2	1	3	2	2	6	5	4	7	22	35	-13	-37%
Total Deaths and Injuries In Fires	2	0	1	0	0	1	1	1	0	0	0	1	0	1	2	1	1	5	2	3	150%
Total Accidental Deaths and Injuries In Fires	2	0	1	0	0	1	1	1	0	0	0	1	0	1	2	1	1	5	2	3	150%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 37% compared to last year. The number of incidents have decreased from 35 to 22. The month with the highest incidents was May with 5 fires. 9 (41%) of the 22 incidents were caused by cooking. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were 2 fatalities from fire, 2 serious injuries and 1 slight injury which is 3 more than last year's total. One fatality was a 57 year old female and the fire was caused by a fault in the fridge freezer, the other was an 89 year old male caused by smoking materials. Attendance to Other special service calls has decreased from 200 last year to 148 this year (-26%). The biggest decrease was flooding where incidents fell from 71 last year to 24 this year (-66%) Attendance involving assistance to animals decreased from 23 to 13 (-43%). Sadly crews attended 4 suicides/attempts. The number of Road traffic collisions attended has decreased by 22 (-31%) with crews attending 49 incidents during the year. The majority of these incidents (21) were making the scene/vehicle safe. 14 extractions/release of persons took place by crews which is 3 less than last year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires have increased from 24 to 35 (46%) compared to last year. Deliberate grass fires have remained the same as last year with 22 incidents. Automatic false alarms have increased by 2% (358 to 366) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. There has been an increase in malicious false alarms this quarter with 8 incidents compared to 5 last year. There was an 8% increase in Good intent false alarms with dwellings (58 calls) and refuse fires (27 calls) accounting for the majority of this increase.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	2,278	185	193	154	179	190	193	164	203	179	161	130	180	532	562	546	471	2,111	2,278	-167	-7%
Special Service Call	378	17	29	15	34	29	25	32	31	51	26	20	31	61	88	114	77	340	378	-38	-10%
Total RTCs Attended	98	5	2	2	6	4	5	5	11	6	2	6	9	9	15	22	17	63	98	-35	-36%
Total Other SSCs Attended	280	12	27	13	28	25	20	27	20	45	24	14	22	52	73	92	60	277	280	-3	-1%
Total False Alarms Attended	1,106	99	93	89	93	96	105	85	104	94	91	62	83	281	294	283	236	1,094	1,106	-12	-1%
Malicious False Alarms	62	1	0	2	1	5	5	5	6	0	4	1	4	3	11	11	9	34	62	-28	-45%
Good Intent False Alarm	392	54	50	35	38	38	45	21	41	27	32	21	40	139	121	89	93	442	392	50	13%
Automatic False Alarms	652	44	43	52	54	53	55	59	57	67	55	40	39	139	162	183	134	618	652	-34	-5%
Total Fires Attended	794	69	71	50	52	65	63	47	68	34	44	48	66	190	180	149	158	677	794	-117	-15%
Deliberate Fire	615	58	52	40	44	51	47	36	54	28	33	38	55	150	142	118	126	536	615	-79	-13%
Deliberate grass fires attended	95	12	8	7	3	9	4	1	3	0	0	1	5	27	16	4	6	53	95	-42	-44%
Deliberate refuse fires attended	369	43	30	23	30	32	31	28	42	22	21	25	43	96	93	92	89	370	369	1	0%
Accidental Fire	179	11	19	10	8	14	16	11	14	6	11	10	11	40	38	31	32	141	179	-38	-21%
Accidental Dwelling Fires Attended	77	5	7	4	2	4	7	6	9	2	3	6	7	16	13	17	16	62	77	-15	-19%
Total Deaths and Injuries In Fires	8	0	0	0	0	0	0	1	0	0	0	1	1	0	0	1	2	3	8	-5	-63%
Total Accidental Deaths and Injuries In Fires	7	0	0	0	0	0	0	1	0	0	0	1	1	0	0	1	2	3	7	-4	-57%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 19% compared to last year. The number of incidents have decreased from 77 to 62. The months with the highest incidents were November (9), September (7), April (7) and May (7). 22 (35%) of the 62 incidents were caused by cooking. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There was 1 serious injury and 2 slight injuries last year which is 5 less than the previous year. Attendance to Other special service calls has decreased from 280 last year to 277 this year (-1%). The biggest increase was flooding with numbers rising from 30 to 44 (+47%). Attendance where we assisted other agencies decreased from 41 to 34 (-17%) compared to last year. Sadly crews attended 13 suicides/attempts compared to 8 last year. The number of Road traffic collisions attended has decreased by 35 (-36%) with crews attending 63 incidents. The majority of these incidents (38) were making the scene/vehicle safe. 13 extrications/release of persons took place by crews last year 6 less than last year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires have increased slightly from 369 to 370 (+0.3%) compared to last year. Deliberate grass fires have decreased from 95 to 53 (-44%). Automatic false alarms have decreased by 5% (652 to 618) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. There has been a big decrease in malicious false alarms this year with 34 incidents compared to 62 last year (-45%). There was a 13% increase in Good intent false alarms with refuse (153 calls) and grass fires (55 calls) accounting for the majority of this increase. Good intent calls to dwellings saw an increase of 38% compared to last year accounting for 150 of the 442 callouts.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	2,544	396	375	254	198	206	185	170	199	175	170	151	248	1,025	589	544	569	2,727	2,544	183	7%
Special Service Call	598	21	44	36	39	51	30	41	37	50	43	45	34	101	120	128	122	471	598	-127	-21%
Total RTCs Attended	183	4	14	10	14	15	7	13	12	23	8	9	5	28	36	48	22	134	183	-49	-27%
Total Other SSCs Attended	415	17	30	26	25	36	23	28	25	27	35	36	29	73	84	80	100	337	415	-78	-19%
Total False Alarms Attended	1,004	160	145	125	101	110	98	71	101	83	92	62	93	430	309	255	247	1,241	1,004	237	24%
Malicious False Alarms	9	5	1	2	3	1	3	0	1	3	2	1	4	8	7	4	7	26	9	17	189%
Good Intent False Alarm	519	110	96	73	57	47	48	20	42	30	37	26	44	279	152	92	107	630	519	111	21%
Automatic False Alarms	476	45	48	50	41	62	47	51	58	50	53	35	45	143	150	159	133	585	476	109	23%
Total Fires Attended	942	215	186	93	58	45	57	58	61	42	35	44	121	494	160	161	200	1,015	942	73	8%
Deliberate Fire	688	177	140	70	37	29	35	33	38	21	21	25	99	387	101	92	145	725	688	37	5%
Deliberate grass fires attended	269	118	81	32	3	3	5	0	2	2	1	6	30	231	11	4	37	283	269	14	5%
Deliberate refuse fires attended	310	51	50	30	28	16	19	23	30	10	17	15	55	131	63	63	87	344	310	34	11%
Accidental Fire	254	38	46	23	21	16	22	25	23	21	14	19	22	107	59	69	55	290	254	36	14%
Accidental Dwelling Fires Attended	110	12	14	5	10	7	8	12	10	11	9	9	11	31	25	33	29	118	110	8	7%
Total Deaths and Injuries In Fires	15	4	0	0	0	0	0	2	0	1	0	0	4	4	0	3	4	11	15	-4	-27%
Total Accidental Deaths and Injuries In Fires	8	1	0	0	0	0	0	2	0	1	0	0	4	1	0	3	4	8	8	0	0%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been an increase of 7% compared to last year. The number of incidents have increased from 110 to 118. The months with the most incidents were May (14) and April and October with (12). 41 (35%) of the 118 incidents were caused by cooking. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There was 1 fire fatality, a male aged 43, 1 serious injury and 9 slight injuries. There were 15 in the same period last year. Attendance to Other special service calls has decreased from 415 last year to 337 this year (-19%). The biggest decrease was effecting entry/exit with numbers falling from 50 to 25 (-50%). Attendance to incidents where we have assisted other agencies increased from 49 to 67 (+37%). Sadly crews attended 6 suicides/attempts which is 2 less than last year. The number of Road traffic collisions attended has decreased by 49 (-27%) with crews attending 134 incidents. The majority of these incidents (74) were making the scene/vehicle safe. 32 extrications/release of persons took place by crews which is 9 less than last year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires have increased from 310 to 344 (+11%) compared to last year. Deliberate grass fires have increased from 269 to 283 (+5%). Automatic false alarms have increased by 23% (476 to 585) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. There has been a big increase in malicious false alarms with 26 incidents compared to 9 last year. There was also a 21% increase in Good intent false alarms with refuse (197 calls) and alarms to dwellings (151 calls) accounting for the majority of this increase.



Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	1,152	95	103	93	109	107	98	65	87	76	75	70	98	291	314	228	243	1,076	1,152	-76	-7%
Special Service Call	201	5	9	9	24	25	14	8	17	10	14	10	15	23	63	35	39	160	201	-41	-20%
Total RTCs Attended	53	1	1	1	4	5	7	1	3	1	1	1	2	3	16	5	4	28	53	-25	-47%
Total Other SSCs Attended	148	4	8	8	20	20	7	7	14	9	13	9	13	20	47	30	35	132	148	-16	-11%
Total False Alarms Attended	610	58	53	57	58	56	49	40	50	47	39	43	55	168	163	137	137	605	610	-5	-1%
Malicious False Alarms	14	0	0	0	1	4	1	1	1	1	3	2	0	0	6	3	5	14	14	0	0%
Good Intent False Alarm	228	36	31	25	15	14	20	12	17	8	8	17	22	92	49	37	47	225	228	-3	-1%
Automatic False Alarms	368	22	22	32	42	38	28	27	32	38	28	24	33	76	108	97	85	366	368	-2	-1%
Total Fires Attended	341	32	41	27	27	26	35	17	20	19	22	17	28	100	88	56	67	311	341	-30	-9%
Deliberate Fire	209	27	30	20	19	18	23	12	13	9	14	9	16	77	60	34	39	210	209	1	0%
Deliberate grass fires attended	46	11	16	12	3	4	3	2	1	0	0	0	6	39	10	3	6	58	46	12	26%
Deliberate refuse fires attended	121	14	8	7	9	10	17	7	11	8	11	7	6	29	36	26	24	115	121	-6	-5%
Accidental Fire	132	5	11	7	8	8	12	5	7	10	8	8	12	23	28	22	28	101	132	-31	-23%
Accidental Dwelling Fires Attended	43	2	2	2	3	1	3	3	1	8	3	4	4	6	7	12	11	36	43	-7	-16%
Total Deaths and Injuries In Fires	4	1	0	0	0	2	0	0	0	1	0	0	0	1	2	1	0	4	4	0	0%
Total Accidental Deaths and Injuries In Fires	2	1	0	0	0	2	0	0	0	1	0	0	0	1	2	1	0	4	2	2	100%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 16% compared to last year. The number of incidents have decreased from 43 to 36. The month with the most incidents was December (8). 10 (28%) of the 36 incidents were caused by cooking with 6 others caused by a fault in equipment or appliance. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There were 4 slight injuries during the year. Attendance to Other special service calls has decreased from 148 last year to 132 this year (-11%). There was a big decrease to effecting entry/exit incidents with numbers falling from 21 to 8 (-62%). Attendance where we assisted other agencies however increased from 18 to 33 (+83%). Sadly crews attended 6 suicide/attempt which was 5 more than last year. The number of Road traffic collisions attended has decreased by 25 (-47%) with crews attending 28 incidents. The majority of these incidents (14) were making the scene/vehicle safe. 10 extrication/release of persons took place by crews which is 4 less than last year. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires however have decreased from 121 to 115 (-5%) compared to last year. Deliberate grass fires have increased from 46 to 58 (26%). Automatic false alarms have decreased by 1% (368 to 366) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. Malicious false alarms have remained the same as last year with 14 incidents. There was a 1% decrease in Good intent false alarms with calls to dwellings (78) and refuse (71 calls) accounting for the majority of the incidents.





Incident Categories	Apr 2019 - Mar 2020	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1 - Q4	Last Year Q1 - Q4	Q1 - Q4 YoY	Q1 - Q4 YoY %
Total Incidents	1,195	138	117	106	116	137	120	89	116	127	100	101	103	361	373	332	304	1,370	1,195	175	15%
Special Service Call	335	13	24	24	23	31	21	16	22	71	21	24	16	61	75	109	61	306	335	-29	-9%
Total RTCs Attended	98	3	4	1	3	5	4	7	8	8	5	5	4	8	12	23	14	57	98	-41	-42%
Total Other SSCs Attended	237	10	20	23	20	26	17	9	14	63	16	19	12	53	63	86	47	249	237	12	5%
Total False Alarms Attended	578	68	55	52	64	69	73	55	67	39	61	55	52	175	206	161	168	710	578	132	23%
Malicious False Alarms	8	1	0	0	2	2	1	1	0	0	1	0	1	1	5	1	2	9	8	1	13%
Good Intent False Alarm	237	38	33	20	25	15	30	10	13	11	25	13	18	91	70	34	56	251	237	14	6%
Automatic False Alarms	333	29	22	32	37	52	42	44	54	28	35	42	33	83	131	126	110	450	333	117	35%
Total Fires Attended	282	57	38	30	29	37	26	18	27	17	18	22	35	125	92	62	75	354	282	72	26%
Deliberate Fire	145	35	25	16	19	20	15	10	16	6	8	14	19	76	54	32	41	203	145	58	40%
Deliberate grass fires attended	27	9	11	2	1	4	1	0	0	0	0	2	6	22	6	0	8	36	27	9	33%
Deliberate refuse fires attended	80	23	10	13	12	12	11	7	12	5	6	9	11	46	35	24	26	131	80	51	64%
Accidental Fire	137	22	13	14	10	17	11	8	11	11	10	8	16	49	38	30	34	151	137	14	10%
Accidental Dwelling Fires Attended	59	5	2	5	2	7	3	4	5	4	6	4	6	12	12	13	16	53	59	-6	-10%
Total Deaths and Injuries In Fires	4	0	1	0	1	0	0	0	0	0	2	0	0	1	1	0	2	4	4	0	0%
Total Accidental Deaths and Injuries In Fires	4	0	0	0	1	0	0	0	0	0	2	0	0	0	1	0	2	3	4	-1	-25%

An analysis of the statistics relating to accidental dwelling fires suggest that there has been a decrease of 10% compared to last year. The number of incidents have decreased from 59 to 53. The month with the most incidents was August (7). 13 (25%) of the 53 incidents were caused by cooking with 11 (21%) others caused by fault in equipment or appliance. The South Wales Fire and Rescue strategy to reduce accidental dwelling fires is closely linked to the Welsh Government wider social justice and supporting people agendas by targeting the most vulnerable groups within our society and making them safer within their homes. There was a fatality in Q1, a female aged 91 the cause being a deliberate ignition. There was also a fatality in Q4, a male aged 72 caused by combustible articles too close to the heat source. Attendance to Other special service calls has increased from 237 last year to 249 this year (+5%). There was an increase to flooding incidents with numbers rising from 39 to 43 (+10%). Attendance to incidents where crews rescued or evacuated persons from water also increased from 8 to 17 (+113%). Sadly crews attended 4 suicide/attempts which was 2 more than last year. The number of Road traffic collisions attended has decreased by 41 (-42%) with crews attending 57 incidents. 28 of these incidents were making the scene/vehicle safe with a further 9 extrication/release of persons. Deliberate fire setting remains an issue within the UA and therefore stations will continue to seek opportunities to reduce the number of these types of incidents as restrictions are eased. Deliberate refuse fires have increased from 80 to 131 (+64%) compared to last year. Deliberate grass fires have increased from 27 to 36 (+33%). Automatic false alarms have increased by 35% (333 to 450) compared to last year. Crews, when restrictions ease, will continue to target premises that are identified on the Business Management Information system to identify causes and trends to be able to liaise with premises owners to provide advice on reducing these call outs. There was a 6% increase in Good intent False Alarms with dwellings (116 calls) and refuse fires (54 calls) accounting for the majority of this increase.

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**THIS REPORT IS NOT EXEMPT AND IN THE PUBLIC DOMAIN****SOUTH WALES FIRE & RESCUE AUTHORITY**AGENDA ITEM NO 7.iv  
19 JULY 2021

REPORT OF THE ACO PEOPLE SERVICES

**WELSH LANGUAGE STANDARDS UPDATE – JULY 2021****THIS REPORT IS FOR INFORMATION**

REPORT PRESENTED BY ACO ALISON REED

**SUMMARY**

This report provides 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.

**RECOMMENDATIONS**

That Members note the information contained within the report.

**1. BACKGROUND**

- 1.1 As Members will be aware, under the Welsh Language (Wales) Measure 2011, Welsh Language Standards have been placed upon Unitary Authorities, Fire & Rescue Authorities, and many other named public sector bodies.

**2. ISSUES**

- 2.1 A total of 150 Standards are specified in the Authority's Compliance Notice. A full breakdown of each Standard is attached to the report at Appendix 1.
- 2.2 The bespoke monitoring framework for evaluating the Authority's compliance with its Standards has been integrated into the Service's Business Management Information System (BMIS) by the Statistics Unit. The system will provide real time reporting and allocate responsibilities to departments for providing regular updates on compliance with the 150 Standards. This information will feed into the Annual Monitoring Report produced by the Authority at the request of the Welsh Language Commissioner.

2.3 Analysis of all the current Standards using the traffic light system is presented below:-

Number of standards scoring in a Green category	●	<b>142</b>
Number of standards scoring in an Amber category	● (A)	<b>7</b>
Number of standards scoring in a Red category	● (R)	<b>1</b>
<b>Total:</b>		<b>150</b>

#### Key

● = compliant

● = resources/procedures yet to be allocated (A)

● = non-compliant (R)

2.4 A review has taken place of the Authority's Welsh Language Standards Compliance Review and Action Plan, during 2021. Most of the scores currently recorded as amber relate to translation work that is still in progress or changes to internal procedures that are in the process of being finalised. Future reviews of the Welsh Language Standards will be managed through BMIS.

2.5 The Fire & Rescue Authority was required to produce and publish an Annual Monitoring report stating what the Authority has achieved during the 2019/2020 financial year. The Annual Monitoring Report was published in September 2020, and is available on the Service's Welsh Language Standards webpage.

2.6 The Appendices attached to this report show three sections of information extracted from the 2019/2020 Annual Monitoring Report:-

- **Appendix 1** – Welsh Language Standards – Compliance Review and Action Plan
- **Appendix 2** – The number of hits received to the Service's Welsh Language website pages, and an analysis of interactions with social media pages. This information will be updated for the 2020/2021 Annual Monitoring Report
- **Appendix 3** – Wholetime Duty System Firefighter Recruitment 2019/2020
- **Appendix 4a and 4b** – Welsh Language Rights Day

### 3. IMPLICATIONS

#### 3.1 Community and Environment

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

3.1.1 The Service has two permanent Welsh Language translators, one fulltime and one part-time. The Authority's Welsh Translation Service has a system in place for recording the amount of translation work undertaken on an annual basis. Further information can be found in the 2019/2020 Annual Monitoring Report.

3.1.2 The Service also provides support for employees to enrol on courses to learn Welsh. During the 2019/2020 Academic Year four members of staff enrolled onto Welsh Language courses. Whilst acknowledging that the Covid pandemic has limited the ability to learn Welsh in a face to face environment, the Service will shortly promote and signpost staff to further information and the application route for part-time courses.

#### 3.2 Regulatory, Strategy and Policy

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

#### 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	No

#### 4. EVALUATION & CONCLUSIONS

- 4.1 An Equality Risk Assessment has been undertaken by the Service, and no adverse impacts on any other Protected Characteristics have been identified.
- 4.2 There are positive impacts to the extent that Welsh speaking individuals from within all of the Protected Characteristics groups will benefit from having the option to access and receive most of the Authority's services in Welsh.

#### 5. RECOMMENDATIONS

- 5.1 That Members note the information contained within the report.

<b>Contact Officer:</b>	<b>Andrew Jones – Head of HR</b>
<b>Background Papers</b>	<p>Welsh Language Standards (No 5) Regulations  <a href="http://senedd.assembly.wales/documents/s49297/CLA690%20-%20The%20Welsh%20Language%20Standards%20No.%205%20Regulations%202016.pdf">http://senedd.assembly.wales/documents/s49297/CLA690%20-%20The%20Welsh%20Language%20Standards%20No.%205%20Regulations%202016.pdf</a></p> <p>Welsh Language (Wales) Measure 2011  <a href="http://www.legislation.gov.uk/mwa/2011/1/contents/enacted">http://www.legislation.gov.uk/mwa/2011/1/contents/enacted</a></p>

## APPENDIX 1




## South Wales Fire and Rescue Authority Welsh Language Standards Compliance Review and Action Plan July 2021

This action plan has been compiled against the Welsh Language Standards (No 5) Regulations 2016 laid down for the three Fire and Rescue Authorities in Wales and other named bodies. The purpose of this review is to determine the extent to which SWFRS has achieved compliance with the standards and to identify any actions that need to be taken in order to achieve full compliance. Where possible, indicative costs are included.

The standards are grouped into 4 areas as described below:

- a **service delivery** standard
- a **policy making** standard
- an **operational** standard
- a **record keeping** standard

Under these areas, **150** individual standards have be imposed upon SWFRA by the Welsh Language Commissioner. Next to each individual standard is shown a simple “traffic light” system of green/amber/red to denote SWFRSA’s current level of compliance against the standards.






	Compliance achieved.
 (A)	Not compliant but work in progress to meet compliance.
 (R)	Non-compliant and no action plan in place to achieve compliance.

## Service delivery standards

1 Standards relating to correspondence sent by a body.	Status	Comment
<p><b>(1) When a body replies to correspondence</b></p> <p><b>Standard 1</b> If you receive correspondence from a person in Welsh you must reply in Welsh (if an answer is required), unless the person has indicated that there is no need to reply in Welsh.</p>	●	Covered in Guidance for Staff
<p><b>(2) When a body initiates correspondence</b></p> <p><b>(c) When a body corresponds with several persons (for example, when it issues a circular, or sends the same letter to a number of homes).</b></p>		
<p><b>Standard 4</b> When you send the same correspondence to several persons, you must issue a Welsh language version of the correspondence at the same time as you send any English language version.</p>	●	Covered in Guidance for Staff
<p><b>(3) General standards relating to correspondence sent by a body.</b></p>		
<p><b>Standard 5</b> If you don't know whether a person wishes to receive correspondence from you in Welsh, when you correspond with that person you must provide a Welsh language version of the correspondence.</p>	●	Covered in Guidance for Staff



<b>(3) General standards relating to correspondence sent by a body.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 6</b> If you produce a Welsh language version and a corresponding English language version of correspondence, you must not treat the Welsh language version less favourably than the English language version (for example, if the English version is signed, or if contact details are provided on the English version, then the Welsh version must be treated in the same way).</p>	●	Covered in Guidance for Staff
<p><b>Standard 7</b> You must state –            (a) in correspondence, and            (b) in publications and official notices that invite persons to respond to you or correspond with you, that you welcome receiving correspondence in Welsh, that you will respond to correspondence in Welsh, and that corresponding in Welsh will not lead to delay.</p>	●	Covered in Guidance for Staff
<p><b>2 Standards relating to telephone calls made and received by a body.</b></p> <p><b>(1) Telephone calls made to a body's main contact number and to any helplines or call centres.</b></p>		
<p><b>Standard 8</b> When a person contacts you on your main telephone number (or numbers), or on any helpline numbers or call centre numbers, you must greet the person in Welsh.</p>	●	Covered in Guidance for Staff

<b>2 Standards relating to telephone calls made and received by a body.</b> <b>(1) Telephone calls made to a body's main contact number and to any helplines or call centres.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 9</b> When a person contacts you on your main telephone number (or numbers), or on any helpline numbers or call centre numbers, you must inform the person that a Welsh language service is available.		Not applicable to 999 or 112
<b>Standard 10</b> When a person contacts you on your main telephone number (or numbers), or on any helpline numbers or call centre numbers, you must deal with the call in Welsh in its entirety if that is the person's wish (where necessary by transferring the call to a member of staff who is able to deal with the call in Welsh).		Covered in Guidance for Staff
<b>Standard 12</b> When you advertise telephone numbers, helpline numbers or call centre services, you must not treat the Welsh language less favourably than the English language.		Covered in Guidance for Staff
<b>Standard 13</b> If you offer a Welsh language service on your main telephone number (or numbers), on any helpline numbers or call centre numbers, the telephone number for the Welsh language service must be the same as for the corresponding English language service.		Compliant
<b>Standard 14</b> When you publish your main telephone number, or any helpline numbers or call centre service numbers, you must state (in Welsh) that you welcome calls in Welsh.		Covered in Guidance for Staff

<b>2 Standards relating to telephone calls made and received by a body continued.</b>  <b>(1) Telephone calls made to a body's main contact number and to any helplines or call centres.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 15</b> If you have performance indicators for dealing with telephone calls, you must ensure that those performance indicators do not treat telephone calls made in Welsh any less favourably than calls made in English.	●	Reception are recording incoming calls.
<b>Standard 16</b> Your main telephone call answering service (or services) must inform persons calling, in Welsh, that they can leave a message in Welsh.	●	N/A
<b>Standard 17</b> When there is no Welsh language service available on your main telephone number (or numbers), or on any helpline numbers or call centre numbers, you must inform persons calling, in Welsh (by way of an automated message or otherwise), when a Welsh language service will be available.	N/A	
<b>(2) Telephone calls made to departments and to members of a body's staff.</b>		
<b>Standard 18</b> If a person contacts one of your departments on a direct line telephone number (including on staff members' direct line numbers), and that person wishes to receive a service in Welsh, you must provide that service in Welsh in its entirety (if necessary by transferring the call to a member of staff who is able to deal with the call in Welsh).	●	Covered in Guidance for Staff

<b>(2) Telephone calls made to departments and to members of a body's staff <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 20</b> When a person contacts you on a direct number (whether on a department's direct line number or on the direct line number of a member of staff), you must ensure that, when greeting the person, the Welsh language is not treated less favourably than the English language	●	Covered in Guidance for Staff
<b>(3) Telephone calls made by a body.</b>		
<b>Standard 21</b> When you telephone an individual ("A") for the first time you must ask A whether A wishes to receive telephone calls from you in Welsh, and if A responds to say that A wishes to receive telephone calls in Welsh you must keep a record of that wish, and conduct telephone calls made to A from then onwards in Welsh. This is in the process of being reviewed.	● (A)	Evidence required
<b>(4) A body dealing with telephone calls using an automated system.</b>		
<b>Standard 22</b> Any automated telephone systems that you have must provide the complete automated service in Welsh. Work is ongoing to establish a list of Departmental Phone lines and Help lines throughout the Service so that the use of Welsh in responding to calls can be monitored fully.	● (A)	0800 number Welsh to be first

3 Standards relating to a body holding meetings that are not open to the general public.	Status	Comment
<p><b>(1) Meetings between a body and one other invited person.</b></p> <p><b>Standard 23</b> If you invite one person only ("P") to a meeting, you must offer to conduct the meeting in Welsh; and if P informs you that P wishes for the meeting to be conducted in Welsh, you must conduct the meeting in Welsh (without the assistance of a simultaneous or consecutive translation service).</p>	●	Covered in Guidance to Staff
<p><b>(2) Meetings between a body and more than one invited person.</b></p>		
<p><b>Standard 25</b> If you invite more than one person to a meeting, you must ask each person whether they wish to use the Welsh language at the meeting.</p>	●	Covered in Guidance to Staff
<p><b>Standard 25A</b> If you have invited more than one person to a meeting, and at least 10% (but less than 100%) of the persons invited have informed you that they wish to use the Welsh language at the meeting, you must arrange for a simultaneous translation service from Welsh to English to be available at the meeting.</p>	●	Covered in Guidance to Staff
<p><b>Standard 25CH</b> If you have invited more than one person to a meeting, and all of the persons invited have informed you that they wish to use the Welsh language at the meeting, you must conduct the meeting in Welsh (without the assistance of a simultaneous or consecutive translation service).</p>	●	Covered in Guidance to Staff

4 Standards relating to a body holding interviews that are not open to the general public.	Status	Comment
<p><b>(1) Interviews between a body and a person.</b></p> <p><b>Standard 26</b> If you invite or require a person (“P”) to attend an interview –            (a) to assist you with an enquiry (for example as a witness to an event); or            (b) if P has been arrested            you must ask P whether P wishes to use the Welsh language at the interview, and inform P that you will, if necessary, provide a translation service from Welsh to English for that purpose.</p>	●	Covered in Guidance to Staff
<p><b>Standard 26A</b> If you have invited or required a person “P” to attend an interview –            (a) to assist you with an enquiry (for example as a witness to an event); or            (b) if P has been arrested            and P has informed you that P wishes to use the Welsh language at the interview, you must arrange for a simultaneous translation service from Welsh to English to be available at the interview (unless you conduct the interview in Welsh without the assistance of a translation service).</p>	●	Covered in Guidance to Staff
<p><b>(2) Interviews between a body and more than one person.</b></p>		
<p><b>Standard 27</b> If you invite or require more than one person to attend an interview –            (a) to assist you with an enquiry (for example as a witness to an event); or            (b) if one or more of those persons has been arrested            you must ask each person whether they wish to use the Welsh language at the interview, and inform them that you will, if necessary, provide a translation service from Welsh to English for that purpose.</p>	●	Covered in Guidance to Staff

<b>(2) Interviews between a body and more than one person <i>cont'd.</i></b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 27A</b> If you invite or require more than one person to attend an interview –</p> <p>(a) to assist you with an enquiry (for example as a witness to an event); or</p> <p>(b) if one or more of those persons has been arrested</p> <p>and if one or more of those persons has informed you that they wish to use the Welsh language at the interview you must arrange for a simultaneous translation service from Welsh to English to be available at the interview (unless you conduct the interview in Welsh without the assistance of a translation service).</p>	●	Covered in Guidance to Staff
<p><b>5 Standards relating to meetings arranged by a body that are open to the public.</b></p>		
<p><b>Standard 28</b> If you arrange a meeting that is open to the public you must state on any material advertising it, and on any invitation to it, that anyone attending is welcome to use the Welsh language at the meeting.</p>	●	Covered in Guidance to Staff
<p><b>Standard 29</b> When you send invitations to a meeting that you arrange which is open to the public, you must send the invitations in Welsh.</p>	●	Covered in Guidance to Staff

<b>5 Standards relating to meetings arranged by a body that are open to the public <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 30</b> If you invite persons to speak at a meeting that you arrange which is open to the public you must –</p> <p>(a) ask each person invited to speak whether he or she wishes to use the Welsh language, and</p> <p>(b) if that person (or at least one of those persons) has informed you that he or she wishes to use the Welsh language at the meeting, provide a simultaneous translation service from Welsh to English for that purpose (unless you conduct the meeting in Welsh without a translation service).</p>	●	Covered in Guidance to Staff
<p><b>Standard 31</b> If you arrange a meeting that is open to the public, you must ensure that a simultaneous translation service from Welsh to English is available at the meeting, and you must orally inform those present in Welsh –</p> <p>(a) that they are welcome to use the Welsh language, and</p> <p>(b) that a simultaneous translation service is available</p>	●	Covered in Guidance to Staff
<p><b>Standard 32</b> If you display any written material at a meeting that you arrange which is open to the public, you must ensure that that material is displayed in Welsh, and you must not treat any Welsh language text less favourably than the English language text.</p>	●	Covered in Guidance to Staff



<b>6 Standards relating to public events organised or funded by a body.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 33</b> If you organise a public event, or fund at least 50% of a public event, you must ensure that, in promoting the event, the Welsh language is treated no less favourably than the English language (for example, in the way the event is advertised or publicised).	●	Covered in Guidance to Staff
<b>Standard 34</b> If you organise a public event, or fund at least 50% of a public event, you must ensure that the Welsh language is treated no less favourably than the English language at the event (for example, in relation to services offered to persons attending the event, in relation to signs displayed at the event and in relation to audio announcements made at the event).	●	Covered in Guidance to Staff
<b>7 Standards relating to a body's publicity and advertising.</b>		
<b>Standard 35</b> Any publicity or advertising material that you produce must be produced in Welsh, and if you produce the advertising material in Welsh and in English, you must not treat the Welsh language version less favourably than you treat the English language version.	●	Covered in Guidance to Staff
<b>8 Standards relating to a body displaying material in public.</b>		
<b>Standard 36</b> Any material that you display in public must be displayed in Welsh, and you must not treat any Welsh language version of the material less favourably than the English language version.	●	Covered in Guidance to Staff

<b>9 Standards relating to a body producing and publishing documents.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 38</b> Any documents that you produce for public use must be produced in Welsh.</p> <p>You must comply with standard 38 in every circumstance, except:</p> <ul style="list-style-type: none"> <li>Other papers which are available to the public which relate to board or authority meetings. [See standard 45]</li> </ul>	●	Covered in Guidance to Staff
<p><b>Standard 45</b> If you produce a document which is available to the public, and no other standard has required you to produce the document in Welsh, you must produce it in Welsh –</p> <p>(a) if the subject matter of the document suggests that it should be produced in Welsh, or</p> <p>(b) if the anticipated audience, and their expectations, suggests that the document should be.</p>	●	Covered in Guidance to Staff
<p><b>Standard 46</b> If you produce a document in Welsh and in English, (whether separate versions or not) you must not treat any Welsh language version less favourably than you treat the English language version.</p>	●	Covered in Guidance to Staff
<p><b>Standard 47</b> If you produce a Welsh language version and a separate English language version of a document, you must ensure that the English language version clearly states that the document is also available in Welsh.</p>	●	Covered in Guidance to Staff
<b>10 Standards relating to a body producing and publishing forms.</b>		
<p><b>Standard 48</b> Any form that you produce for public use must be produced in Welsh.</p>	●	Covered in Guidance to Staff
<p><b>Standard 48A</b> If you produce a Welsh language version and a separate English language version of a form, you must ensure that the English language version clearly states that the form is also available in Welsh.</p>	●	Covered in Guidance to Staff

<b>10 Standards in relation to a body producing and publishing forms <i>continued.</i></b>	<b>Status</b>	<b>Comment</b>
<b>Standard 48B</b> If you produce a form in Welsh and in English (whether separate versions or not), you must ensure that the Welsh language version is treated no less favourably than the English language version, and you must not differentiate between the Welsh and English versions in relation to any requirements that are relevant to the form (for example in relation to any deadline for submitting the form, or in relation to the time allowed to respond to the content of the form).	●	Covered in Guidance to Staff
<b>11 Standards relating to a body's websites and on-line services.</b>  <b>(1) Websites published by a body.</b>		
<b>Standard 49</b> You must ensure that – (a) the text of each page of your website is available in Welsh, (b) every Welsh language page on your website is fully functional, and (c) the Welsh language is not treated less favourably than the English language on your website.	●	Covered in Guidance to Staff
<b>Standard 52</b> If you have a Welsh language web page that corresponds to an English language web page, you must state clearly on the English language web page that the page is also available in Welsh, and you must provide a direct link to the Welsh page on the corresponding English page.	●	Compliance verified 06.11.17

<b>11 Standards relating to a body's websites and on-line services <i>continued.</i></b>	<b>Status</b>	<b>Comment</b>
<b>(1) Websites published by a body <i>continued.</i></b>		
<b>Standard 53</b> You must provide the interface and menus on every page of your website in Welsh.	●	Compliance verified 06.11.17
<b>(2) Apps published by a body.</b>		
<b>Standard 54</b> All apps that you publish must function fully in Welsh, and the Welsh language must be treated no less favourably than the English language in relation to that app.	●	Compliant SWFRS does not produce apps
<b>12 Standards relating to a body's use of social media</b>		
<p><b>Standard 55</b> When you use social media you must not treat the Welsh language less favourably than the English language.</p> <p>The Service uses Facebook, Twitter and Instagram regularly. As a Service we strive to deliver all posts bilingually, on the same page with Instagram or on separate Welsh and English pages for Facebook and Twitter. See Appendix 2 Social Media Analysis 2019/2020.</p> <p>We face some challenges with content due to a limited number of Welsh speaking staff across the Service. We are developing a network of Welsh speaking operational staff to help us in developing content such as our recent bank of virtual station visits and risk reduction messaging.</p> <p>The need for bilingual content at all times has become a difficult barrier for stations to overcome, especially when we all recognise that these kind of social platforms are key in developing close, trusted relationships between stations and their local communities.</p>	● (R)	Covered in social media policy published on Intranet
<b>Standard 56</b> If a person contacts you by social media in Welsh, you must reply in Welsh (if an answer is required).	●	Embedded in current practice

<b>14 Standards relating to signs displayed by a body</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 58</b> When you erect a new sign or renew a sign (including temporary signs), any text displayed on the sign must be displayed in Welsh (whether on the same sign as you display corresponding English language text or on a separate sign); and if the same text is displayed in Welsh and in English, you must not treat the Welsh language text less favourably than the English language text.	●	Covered in Guidance to Staff
<b>Standard 59</b> When you erect a new sign or renew a sign (including temporary signs), which conveys the same information in Welsh and in English, the Welsh language text must be positioned so that it is likely to be read first.	●	Covered in Guidance to Staff
<b>Standard 60</b> You must ensure that the Welsh language text on signs is accurate in terms of meaning and expression.	●	Compliant through translation procedure
<b>15 Standards relating to a body receiving visitors at its buildings.</b>		
<b>Standard 61</b> Any reception service you make available in English must also be available in Welsh, and any person who requires a Welsh language reception service must not be treated less favourably than a person who requires an English language reception service.	●	Compliant Welsh essential posts cover reception
<b>Standard 64</b> You must display a sign in your reception area which states (in Welsh) that persons are welcome to use the Welsh language at the reception.	●	Compliant Signs purchased and placed

<b>15 Standards relating to a body receiving visitors at its buildings.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 65</b> You must ensure that staff at the reception who are able to provide a Welsh language reception service wear a badge to convey that.	●	Compliant
<b>16 Standards relating to official notices made by a body</b>		
<b>Standard 66</b> Any notice that you publish or display must be published or displayed in Welsh, and you must not treat any Welsh language version of a notice less favourably than an English language version.	●	Covered in Guidance to Staff
<b>Standard 67</b> When you publish or display a notice that contains Welsh language text as well as English language text, the Welsh language text must be positioned so that it is likely to be read first.	●	Compliant
<b>17 Standards relating to a body awarding contracts</b>		
<b>Standard 73</b> Any invitations to tender for a contract that you publish must be published in Welsh, and you must not treat a Welsh language version of any invitation less favourably than an English language version. You must comply with standard 73 in the following circumstance (a) If the subject matter of the invitation to tender suggests that it should be produced in Welsh, or (b) If the anticipated audience, and their expectations, suggests that the text should be produced in Welsh.	●	Covered in Guidance to Staff
<b>Standard 74</b> When you publish invitations to tender for a contract, you must state in the invitation that tenders may be submitted in Welsh, and that a tender submitted in Welsh will be treated no less favourably than a tender submitted in English.	●	Covered within Invitation to Tender documentation

<b>17 Standards relating to a body awarding contracts</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 74A</b> You must not treat a tender for a contract submitted in Welsh less favourably than a tender submitted in English (including, amongst other matters, in relation to the closing date for receiving tenders, and in relation to the time-scale for informing tenderers of decisions).	●	Covered in Guidance to Staff
<b>Standard 76</b> If you receive a tender in Welsh and it is necessary to interview a tenderer as part of your assessment of the tender, you must – (a) Offer to provide a translation service from Welsh to English to enable the tenderer to use the Welsh language at the interview and, (b) If the tenderer wishes to use the Welsh language at the interview, provide a simultaneous translation service for that purpose (unless you conduct the interview in Welsh without a translation service).	●	Covered in Guidance to Staff
<b>Standard 77</b> When you inform a tenderer of your decision in relation to a tender, you must do so in Welsh if the tender was submitted in Welsh.	●	Covered in Guidance to Staff
<b>17 Standards for raising awareness about Welsh language services provided by a body.</b>		
<b>Standard 78</b> You must promote any Welsh language service that you provide, and advertise that service in Welsh.	●	Covered in Guidance to Staff
<b>Standard 79</b> If you provide a service in Welsh that corresponds to a service you provide in English, any publicity or document that you produce, or website that you publish, which refers to the English service must also state that a corresponding service is available in Welsh.	●	Covered in Guidance to Staff

<b>19 Standard relating to a body's corporate identity.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 80</b> When you form, revise or present your corporate identity, you must not treat the Welsh language less favourably than the English language.	●	Covered in Guidance to Staff
<b>20 Standards relating to courses offered by a body.</b>		
<b>Standard 81</b> If you offer an education course that is open to the public, you must offer it in Welsh.	●	Covered in Guidance to Staff



## Policy Making Standards

1 Standards relating to considering the effects of a body's policy decisions on the Welsh language.	Status	Comment
<p><b>Standard 85</b> When you formulate a new policy, or review or revise an existing policy, you must consider what effects, if any (whether positive or adverse), the policy decision would have on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Completed
<p><b>Standard 86</b> When you formulate a new policy, or review or revise an existing policy, you must consider how the policy could be formulated (or how an existing policy could be changed) so that the policy decision would have positive effects, or increased positive effects, on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	● (A)	Added to new ERA procedure, but new ERA procedure and forms not yet published
<p><b>Standard 87</b> When you formulate a new policy, or review or revise an existing policy, you must consider how the policy could be formulated (or how an existing policy could be changed) so that the policy decision would not have adverse effects, or so that it would have decreased adverse effects, on-</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	● (A)	Added to new ERA procedure, but new ERA procedure and forms not yet published

<b>Standards relating to considering the effects of a body's policy decisions on the Welsh language <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 88</b> When you publish a consultation document which relates to a policy decision, the document must consider, and seek views on, the effects (whether positive or adverse) that the policy decision under consideration would have on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Covered in Guidance to Staff
<p><b>Standard 89</b> When you publish a consultation document which relates to a policy decision, the document must consider, and seek views on, how the policy under consideration could be formulated or altered so that it would have positive effects, or increased positive effects, on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Covered in Guidance to Staff
<p><b>Standard 90</b> When you publish a consultation document which relates to a policy decision, the document must consider, and seek views on, how the policy under consideration could be formulated or altered so that it would not have adverse effects, or so that it would have decreased adverse effects, on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Covered in Guidance to Staff

<b>1 Standards relating to considering the effects of a body's policy decisions on the Welsh language <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 92</b> When you commission or undertake research that is intended to assist you to make a policy decision, you must ensure that the research considers what effects, if any (and whether positive or adverse), the policy decision under consideration would have on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Covered in Guidance to Staff
<p><b>Standard 93</b> When you commission or undertake research that is intended to assist you to make a policy decision, you must ensure that the research considers how the policy decision under consideration could be made so that it would have a positive effect, or so that it would have increased positive effects, on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Covered in Guidance to Staff
<p><b>Standard 94</b> When you commission or undertake research that is intended to assist you to make a policy decision, you must ensure that the research considers how the policy decision under consideration could be made so that it would not have adverse effects, or so that it would have decreased adverse effects, on –</p> <p>(a) opportunities for persons to use the Welsh language, and</p> <p>(b) treating the Welsh language no less favourably than the English language.</p>	●	Covered in Guidance to Staff

## Operating Standards

<b>1 Standards relating to the use of the Welsh language within a body's internal administration.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 95</b> You must develop a policy on using Welsh internally for the purpose of promoting and facilitating the use of the language, and you must publish that policy on your intranet.	●	Compliant, policy produced and published on the Intranet.
<b>Standard 96</b> When you offer a new post to an individual, you must ask that individual whether he or she wishes for the contract of employment or contract for services to be provided in Welsh; and if that is the individual's wish you must provide the contract in Welsh.	●	Compliance verified
<b>Standard 97</b> You must – (a) ask each employee whether he or she wishes to receive any paper correspondence that relates to his or her employment, and which is addressed to him or her personally, in Welsh, and (b) if an employee so wishes, provide any such correspondence to that employee in Welsh.	●	Compliance verified
<b>Standard 98</b> You must ask each employee whether he or she wishes to receive documents that outline his or her training needs or requirements in Welsh; and if that is the employee's wish you must provide any such documents to him or to her in Welsh.	●	Compliance verified
<b>Standard 99</b> You must ask each employee whether he or she wishes to receive documents that outline his or her performance objectives in Welsh; and if that is the employee's wish you must provide any such documents to him or to her in Welsh.	●	Compliance verified

<b>1 Standards relating to the use of the Welsh language within a body's internal administration <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 100</b> You must ask each employee whether he or she wishes to receive documents that outline or record his or her career plan in Welsh; and if that is the employee's wish you must provide any such documents to him or to her in Welsh.	●	Compliance verified
<b>Standard 101</b> You must ask each employee whether he or she wishes to receive application forms that record and authorise – (a) annual leave, (b) absences from work, and (c) flexible working hours, in Welsh; and if that is an employee's wish, you must provide any such forms to him or to her in Welsh.	●	Compliance verified
<b>Standard 102</b> If you publish a policy relating to behaviour in the workplace, you must publish it in Welsh.	●	Compliance verified
<b>Standard 103</b> If you publish a policy relating to health and well-being at work, you must publish it in Welsh.	●	Compliance verified
<b>Standard 104</b> If you publish a policy relating to salaries or workplace benefits, you must publish it in Welsh.	●	Compliance verified
<b>Standard 105</b> If you publish a policy relating to performance management, you must publish it in Welsh.	● (A)	Awaiting translation

<b>1 Standards relating to the use of the Welsh language within a body's internal administration <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 106</b> If you publish a policy about absence from work, you must publish it in Welsh.	● (A)	Awaiting translation
<b>Standard 107</b> If you publish a policy relating to working conditions, you must publish it in Welsh.	●	Compliance verified
<b>Standard 108</b> If you publish a policy regarding work patterns, you must publish it in Welsh.	●	Compliance verified
<b>2 Standards relating to complaints made by a member of a body's staff.</b>		
<b>Standard 109</b> You must allow each member of staff – (a) to make complaints to you in Welsh, and (b) to respond in Welsh to any complaint made about him or her.	●	Compliance verified
<b>Standard 109A</b> You must state in any document that you have that sets out your procedures for making complaints that each member of staff may – (a) to make a complaint to you in Welsh, and (b) to respond to a complaint made about him or about her in Welsh; and you must also inform each member of staff of that right.	●	Compliance verified
<b>Standard 110</b> When you receive a complaint from a member of staff or a complaint about a member of staff, and a meeting is required with that member of staff, you must – (a) offer to conduct that meeting in Welsh, and (b) if the member of staff wishes for the meeting to be conducted in Welsh, conduct the meeting in Welsh (without the assistance of a simultaneous or consecutive translation service).	●	Compliance verified

<b>2 Standards relating to complaints made by a member of a body's staff <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 112</b> When you inform a member of staff of a decision you have reached in relation to a complaint made by him or by her, or in relation to a complaint made about him or about her, you must do so in Welsh if that member of staff –</p> <p>(a) made the complaint in Welsh,  (b) responded in Welsh to a complaint about him or about her,  (c) asked for a meeting about the complaint to be conducted in Welsh, or  (ch) asked to use the Welsh language at a meeting about the complaint.</p>	●	Compliance verified
<b>3 Standards relating to a body disciplining staff.</b>		
<p><b>Standard 113</b> You must allow all members of staff to respond in Welsh to allegations made against them in any internal disciplinary process.</p>	●	Compliance verified
<p><b>Standard 113A</b> You must –</p> <p>(a) state in any document that you have which sets out your arrangements for disciplining staff that any member of staff may respond in Welsh to any allegations made against him or against her, and  (b) if you commence a disciplinary procedure in relation to a member of staff, inform that member of staff of that right.</p>	●	Compliance verified

<b>3 Standards relating to a body disciplining staff <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 115</b> If you organise a meeting with a member of staff regarding a disciplinary matter that relates to his or to her conduct you must –</p> <p>(a) ask the member of staff whether he or she wishes to use the Welsh language at the meeting, and</p> <p>(b) explain that you will provide a translation service for that purpose if it is required;</p> <p>and, if the member of staff wishes to use the Welsh language, you must provide a simultaneous translation service from Welsh to English at the meeting (unless you conduct the meeting in Welsh without a translation service).</p>	●	Compliance verified
<p><b>Standard 116</b> When you inform a member of staff of a decision you have reached following a disciplinary process, you must do so in Welsh if that member of staff –</p> <p>(a) responded to allegations made against him or against her in Welsh,</p> <p>(b) asked for a meeting regarding the disciplinary process to be conducted in Welsh, or</p> <p>(c) asked to use the Welsh language at a meeting regarding the disciplinary process.</p>	●	Compliance verified



<b>4 Standards relating to a body's information technology and about support material provided by a body, and relating to the intranet.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 117</b> You must provide staff with computer software for checking spelling and grammar in Welsh, and provide Welsh languages interfaces for software (where an interface exists).	●	Covered in Guidance to Staff
<b>Standard 119</b> You must ensure that – (a) the text of the homepage of your intranet is available in Welsh, (b) any Welsh language text on your intranet's homepage (or where relevant, your Welsh language intranet homepage is fully functional and (c) the Welsh language is treated no less favourably than the English language in relation to the homepage of your intranet.	●	Replaces Standard 118. Imposition Day 30 September 2018
<b>Standard 121</b> If you have a Welsh language page on your intranet that corresponds to an English language page, you must state clearly on the English language page that the page is also available in Welsh, and must provide a direct link to the Welsh language page on the corresponding English language page. We have an exemption for all our Intranet pages having to be in the Welsh Language other than the 'Home page' which is bilingual.	●	Most pages are bilingual
<b>Standard 122</b> You must designate and maintain a page (or pages) on your intranet which provides services and support material to promote the Welsh language and to assist your staff to use the Welsh language. We have five Welsh Language pages for different functions.	●	Compliant
<b>5 Standards relating to a body developing Welsh language skills through planning and training its workforce.</b>		
<b>Standard 124</b> You must assess the Welsh language skills of your employees. A Welsh language Proficiency Report was carried out in March 2021 through the CoreHR System. The data collated will be reported to the Welsh Language Commissioner's Office. Some work is needed to encourage more Staff to self-assess	● (A)	In progress

their language skills and complete this page within their personal core Portal.		
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<b>5 Standards relating to a body developing Welsh language skills through planning and training its workforce <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 125</b> You must provide training in Welsh in the following areas, if you provide such training in English – (a) recruitment and interviewing; (b) performance management; (c) complaints and disciplinary procedures; (ch) induction; (d) dealing with the public; (dd) health and safety	●	Strategies in place with Welsh speakers in the Service. Can offer simultaneous translation
<b>Standard 126</b> You must provide training (in Welsh) on using Welsh effectively in – (a) meetings; (b) interviews; (c) complaints and disciplinary procedures.	●	In design stage
<b>Standard 127</b> You must provide opportunities during working hours – (a) for your employees to receive basic Welsh language lessons, and (b) for employees who manage others to receive training on using the Welsh language in their role as managers.	●	Compliant for (a), package to meet compliance for (b) in design stage

<b>5 Standards relating to a body developing Welsh language skills through planning and training its workforce <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 128</b> You must provide opportunities for staff who have completed basic Welsh language training to receive further training free of charge, to develop their language skills. Staff are offered the opportunity annually to apply for funding for further training with 'Learn Welsh Cymru' at a venue of their choice.</p>	●	Compliant through Welsh Language Skills Training Strategy
<p><b>Standard 129</b> You must provide training courses so that your staff can develop –</p> <p>(a) awareness of the Welsh language (including awareness of its history and its role in Welsh culture);</p> <p>(b) an understanding of the duty to operate in accordance with the Welsh language standards;</p> <p>(c) an understanding of how the Welsh language can be used in the workplace.</p> <p>Since 2018 work has been carried out to raise awareness of Welsh Language and Culture within the Service by promotion of important dates in the Welsh Calendar, some historical and others introduced in recent years. The following annual dates and events are observed and promoted internally:-</p> <ul style="list-style-type: none"> <li>• Diwrnod Shwmae – 15 October</li> <li>• Welsh Language Rights – first week of December</li> <li>• St Dwynwen's Day – 25 January</li> <li>• Dydd Miwsig Cymraeg – 7 February</li> <li>• St David's Day – 1 March</li> </ul>	●	Opportunities and funding provided for staff to study Welsh at a local venue of their choice.
<p><b>Standard 130</b> When you provide information to new employees (for example by means of an induction process), you must provide information for the purpose of raising their awareness of the Welsh language.</p>	●	Welsh Language to be factored in at Induction stage for

		new Starters, work ongoing with the Learning and Development Team
<b>Standard 131</b> You must provide text or a logo for your staff to include in e-mail signatures which will enable them to indicate whether they speak Welsh fluently or whether they are learning the language.	●	Covered in Guidance to Staff
<b>Standard 132</b> You must provide wording for your employees which will enable them to include a Welsh language version of their contact details in e-mail messages, and to provide a Welsh language version of any message which informs others that they are unable to respond to e-mail messages.	●	Covered in Guidance to Staff

6 Standards relating to a body recruiting and appointing	Status	Comment
<b>Standard 133</b> You must make available to members of staff who are able to speak Welsh a badge for them to wear to convey that.	●	Compliant Badges and lanyards available on Reception
<b>Standard 133A</b> You must promote to members of staff the wearing of a badge that conveys that a member of staff is able to speak Welsh.	●	Covered in Guidance to Staff
<b>Standard 134</b> When you assess the requirements for a new or vacant post, you must assess the need for Welsh language skills, and categorise it as a post where one or more of the following apply – (a) Welsh language skills are essential; (b) Welsh language skills need to be learnt when appointed to the post; (c ) Welsh language skills are desirable; or (ch) Welsh language skills are not necessary	●	Compliance verified
<b>Standard 134A</b> If you have categorised a post as one where Welsh language skills are essential, desirable or need to be learnt you must – (a) specify that when advertising the post, and (b) advertise the post in Welsh.	●	Compliance verified
<b>Standard 135</b> When you advertise a post, you must state that applications may be made in Welsh, and that an application submitted in Welsh will not be treated less favourably than an application submitted in English.	●	Compliance verified

6 Standards relating to a body recruiting and appointing <i>continued.</i>	Status	Comment
<p><b>Standard 135A</b> If you publish –            (a) application forms for posts;            (b) material that explains your procedure for applying for posts;            (c) information about your interview process, or about other assessment methods when applying for posts;            (ch) job descriptions;            you must publish them in Welsh; and you must ensure that the Welsh language versions of the documents are treated no less favourably than any English language versions of those documents.</p>	●	Compliance verified
<p><b>Standard 135B</b> You must not treat an application for a post made in Welsh less favourably than you treat an application made in English (including, amongst other matters, in relation to the closing date you set for receiving applications and in relation to any time-scale for informing applicants of decisions).</p>	●	Compliance verified
<p><b>Standard 137</b> You must ensure that your application forms for posts –            (a) provide a space for individuals to indicate that they wish to use the Welsh language at an interview or other method of assessment, and            (b) explain that you will provide a translation service from Welsh to English for that purpose if it is required;            and if the individual wishes to use the Welsh language, at the interview or assessment, you must provide a simultaneous translation service at the interview or assessment (unless you conduct the interview or assessment in Welsh without that translation service).</p>	●	Compliance verified

<b>6 Standards relating to a body recruiting and appointing <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 138</b> When you inform an individual of your decision in relation to an application for a post, you must do so in Welsh if the application was made in Welsh.	●	Compliance verified
<b>7 Standards relating to signs displayed in a body's workplace.</b>		
<b>Standard 139</b> When you erect a new sign or renew a sign in your workplace (including temporary signs), any text displayed on the sign must be displayed in Welsh (whether on the same sign as you display corresponding English language text or on a separate sign), and if the same text is displayed in Welsh and in English, you must not be treat the Welsh language text less favourably than the English language text.	●	Compliance verified
<b>Standard 140</b> When you erect a new sign or renew a sign in your workplace (including temporary signs) which conveys the same information in Welsh and in English, the Welsh-language text must be positioned so that it is likely to be read first.	●	Covered in Guidance for Staff
<b>Standard 141</b> You must ensure that the Welsh language text on signs displayed in your workplace is accurate in terms of meaning and expression.	●	Covered in Guidance for Staff
<b>8 Standard relating to audio announcements and messages in a body's workplace.</b>		
<b>Standard 142</b> When you make announcements in the workplace using audio equipment, that announcement must be made in Welsh, and if the announcement is made in Welsh and in English, the announcement must be made in Welsh first.	●	N/A SWFRS does not do this

## Record Keeping Standards

1 Standards relating to a body keeping records	Status	Comment
<b>Standard 143</b> You must keep a record, in relation to each financial year, of the number of complaints you receive relating to your compliance with standards.	●	Compliance verified
<b>Standard 144</b> You must keep a copy of any written complaint that you receive that relates to your compliance with the standards with which you are under a duty to comply.	●	Compliance verified
<b>Standard 145</b> You must keep a copy of any written complaint that you receive that relates to the Welsh language (whether or not that complaint relates to the standards with which you are under a duty to comply).	●	Compliance verified
<b>Standard 146</b> You must keep a record of the steps that you have taken in order to ensure compliance with the policy making standards with which you are under a duty to comply.	●	Compliance verified
<b>Standard 147</b> You must keep a record (following assessments of your employees' Welsh language skills made in accordance with standard 127), of the number of employees who have Welsh language skills at the end of each financial year and, where you have that information, you must keep a record of the skill level of those employees.	●	In progress



<b>1 Standards relating to a body keeping records <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 148</b> You must keep a record, for each financial year of –            (a) the number of members of staff who attended training courses offered by you in Welsh (in accordance with standard 125), and            (b) if a Welsh version of a course was offered by you in accordance with standard 125 the percentage of the total number of staff attending the course who attended that version.</p>	●	Compliance verified
<p><b>Standard 149</b> You must keep a record of the number of members of staff who wear a badge (made available to them in accordance with standard 133) at the end of each financial year.</p>	●	Compliance verified
<p><b>Standard 150</b> You must keep a copy of every assessment that you carry out (in accordance with standard 134) in respect of the Welsh language skills that may be needed in relation to a new or vacant post.</p>	●	Compliance verified
<p><b>Standard 151</b> You must keep a record, in relation to each financial year of the number of new and vacant posts which were categorised (in accordance with standard 134) as posts where –            (a) Welsh language skills are essential;            (b) Welsh language skills need to be learnt;            (c) Welsh language skills are desirable: or            (ch) Welsh language skills are not necessary</p>	●	Compliance verified

## Supplementary Matters

### Service Delivery Standards

<b>1 A body publicising service delivery standards</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 152</b> You must ensure that a document which records the service delivery standards with which you are under a duty to comply, and the extent to which you are under a duty to comply with those standards, is available –</p> <p>(a) on your website, and</p> <p>(b) in each of your offices that are open to the public</p>	●	Compliant
<b>2 A body publishing a complaints procedure</b>		
<p><b>Standard 153</b> You must –</p> <p>(a) ensure that you have a complaints procedure that deals with the following matters –</p> <p style="padding-left: 20px;">i) how you intend to deal with complaints relating to your compliance with the service delivery standards with which you are under a duty to comply, and</p> <p style="padding-left: 20px;">ii) how you will provide training for your staff in relation to dealing with those complaints,</p> <p>(b) publish a document that records that procedure on your website, and</p> <p>(c) ensure that a copy of that document is available in each of your offices that are open to the public.</p>	●	Compliance verified Complaints procedure is outlined via Welsh Language Standards page.

<b>3 A body publishing arrangements for oversight, promotion etc.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 154</b> You must –</p> <p>(a) ensure that you have arrangements for –</p> <ul style="list-style-type: none"> <li>i) overseeing the way you comply with the service delivery standards with which you are under a duty to comply,</li> <li>ii) promoting the services that you offer in accordance with those standards, and</li> <li>iii) facilitating the use of those services.</li> </ul> <p>(b) publish a document that records those arrangements on your website, and</p> <p>(c) ensure that a copy of that document is available in each of your offices that are open to the public.</p>	●	<p>Annual monitoring self-assessment to capture these and provide scrutiny through SMT and Fire and Rescue Authority</p>

<b>4 A body producing an annual report regarding service delivery standards.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 155</b></p> <p>(1) You must produce a report (an “annual report”), in Welsh, in relation to each financial year, which deals with the way in which you have complied with the service delivery standards with which you were under a duty to comply during that year.</p> <p>(2) The annual report must include the number of complaints that you received during that year which related to your compliance with the service delivery standards with which you were under a duty to comply.</p> <p>(3) You must publish the annual report no later than 30 June following the financial year to which the report relates. The submission date is 30<sup>th</sup> September.</p> <p>(4) You must publicise the fact that you have published an annual report.</p> <p>(5) You must ensure that a current copy of your annual report is available –</p> <p>(a) on your website, and</p> <p>(b) in each of your offices that are open to the public.</p>	●	<p>The second Annual Monitoring Report was published on the Service website in September 2020.</p>

<b>5 A body publicising the way it intends to comply with service delivery standards</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 156</b> You must publish a document on your website which explains how you intend to comply with the service delivery standards with which you are under a duty to comply.	●	Compliant
<b>6 A body providing information to the Welsh Language Commissioner</b>		
<b>Standard 157</b> You must provide any information requested by the Welsh Language Commissioner which relates to your compliance with the service delivery standards with which you are under a duty to comply.	●	Compliant

### Policy Making Standards

<b>7 A body publicising policy making standards</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 158</b> You must ensure that a document which records the policy making standards with which you are under a duty to comply, and the extent to which you are under a duty to comply with those standards, is available – (a) on your website, and (b) in each of your offices that are open to the public	●	Compliant

<b>8 A body publishing a complaints procedure</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 159</b> You must –</p> <p>(a) ensure that you have a complaints procedure that deals with the following matters –</p> <ul style="list-style-type: none"> <li>i) how you intend to deal with complaints relating to your compliance with the policy making standards with which you are under a duty to comply, and</li> <li>ii) how you will provide training for your staff in relation to dealing with those complaints</li> </ul> <p>(b) publish a document that records that procedure on your website, and</p> <p>(c) ensure that a copy of that document is available in each of your offices that are open to the public.</p>	●	Compliance verified

<b>9 A body publishing arrangements for oversight</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 160</b> You must –</p> <p>(a) ensure that you have arrangements for overseeing the way you comply with the policy making standards with which you are under a duty to comply.</p> <p>(b) publish a document that records those arrangements on your website, and</p> <p>(c) ensure that a copy of that document is available in each of your offices that are open to the public.</p>	●	Annual monitoring self-assessment to capture these and provide scrutiny through SMT and Fire and Rescue Authority
<p><b>10 A body producing an annual report regarding policy making standards.</b></p>		
<p><b>Standard 161</b></p> <p>(1) You must produce a report (an “annual report”), in Welsh, in relation to each financial year, which deals with the way in which you have complied with the policy making standards with which you were under a duty to comply during that year.</p> <p>(2) The annual report must include the number of complaints you received during the year which related to your compliance with the policy making standards with which you were under a duty to comply.</p> <p>(3) You must publish the annual report no later than 30 June following the financial year to which the report relates.</p> <p>(4) You must publicise the fact that you have published an annual report.</p> <p>(5) You must ensure that a current copy of your annual report is available –</p> <p>(a) on your website, and</p> <p>(b) in each of your offices that are open to the public.</p>	●	The second Annual Monitoring Report was published on the Service website in September 2020.

<b>11 A body publicising the way it intends to comply with policy making standards</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 162</b> You must publish a document on your website which explains how you intend to comply with the policy making standards with which you are under a duty to comply.	●	Compliant
<b>12 A body providing information to the Welsh Language Commissioner</b>		
<b>Standard 163</b> You must provide any information requested by the Welsh Language Commissioner which relates to your compliance with the policy making standards with which you are under a duty to comply.	●	Compliant

### Operational Standards

<b>13 A body publicising operational standards</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 164</b> You must ensure that a document which records the operational standards with which you are under a duty to comply, and the extent to which you are under a duty to comply with those standards, is available – (a) on your website, and (b) in each of your offices that are open to the public	●	Compliant



<b>14 A body publishing a complaints procedure</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 165</b> You must –</p> <p>(a) ensure that you have a complaints procedure that deals with the following matters –</p> <ul style="list-style-type: none"> <li>i) how you intend to deal with complaints relating to your compliance with the operational standards with which you are under a duty to comply, and</li> <li>ii) how you will provide training for your staff in relation to dealing with those complaints, and</li> </ul> <p>(b) publish a document that records that procedure on your intranet.</p>	●	Compliance verified Procedure in place via Welsh Language Standards web page
<b>15 A body publishing oversight arrangements, promotion etc.</b>		
<p><b>Standard 166</b> You must –</p> <p>(a) ensure that you have arrangements for –</p> <ul style="list-style-type: none"> <li>i) overseeing the way you comply with the operational standards with which you are under a duty to comply,</li> <li>ii) promoting the services that you offer in accordance with those standards, and</li> <li>iii) facilitate the use of those services, and</li> </ul> <p>(b) publish a document that records that procedure on your intranet.</p>	●	Annual monitoring self-assessment to capture these and provide scrutiny through SMT and Fire and Rescue Authority

<b>16 A body producing an annual report regarding operational standards.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 167</b></p> <p>(1) You must produce a report (an “annual report”), in Welsh, in relation to each financial year, which deals with the way in which you have complied with the operational standards with which you were under a duty to comply during that year.</p> <p>(2) The annual report must include the following information (where relevant, to the extent you are under a duty to comply with the standards referred to) –</p> <p>(a) the number of employees who have Welsh language skills at the end of the year in question (on the basis of records you kept in accordance with Standard 147);</p> <p>(b) the number of members of staff who attended training courses you offered in Welsh during the year (on the basis of records you kept in accordance with standard 148);</p> <p>(c) if a Welsh version of a course was offered by you during that year, the percentage of the total number of staff attending the course who attended the Welsh version (on the basis of the records you kept in accordance with standard 148);</p>	●	Annual monitoring self-assessment to capture these and provide scrutiny through SMT and Fire and Rescue Authority

<b>16 A body producing an annual report regarding operational standards <i>continued</i>.</b>	<b>Status</b>	<b>Comment</b>
<p><b>Standard 167 <i>continued</i></b>            (ch) the number of members of staff who wear a badge at the end of the financial year (on the basis of records you kept in accordance with standard 149);            (d) the number of new and vacant posts that you advertised during the year which were categorised as posts where –            (i) Welsh language skills were essential,            (ii) Welsh language skills needed to be learnt when appointed to the post,            (iii) Welsh language skills were desirable, or            (iv) Welsh language skills were not necessary            (on the basis of the records you kept in accordance with standard 151);            (dd) the number of complaints that you received during that year which related to your compliance with the operational standards with which you were under a duty to comply.            (3) You must publish the annual report no later than 30 June following the financial year to which the report relates. This is not the case for Fire and Rescue Services (the date is 30<sup>th</sup> September)            (4) You must publicise the fact that you have published an annual report.            (5) You must ensure that a current copy of your annual report is available –            (a) on your website; and            (b) in each of your offices that are open to the public.            Work on the Annual Report is currently being carried out for 2019/2020.</p>	●	Annual Monitoring Reports Published and available on Service website

<b>17 A body publicising the way it intends to comply with operational standards</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 168</b> You must publish a document on your website which explains how you intend to comply with the operational standards with which you are under a duty to comply.	●	Compliant
<b>18 A body providing information to the Welsh Language Commissioner</b>		
<b>Standard 169</b> You must provide any information requested by the Welsh Language Commissioner which relates to your compliance with the operational standards with which you are under a duty to comply.	●	Compliant

### Record Keeping Standards

<b>21 A body publicising record keeping standards</b>	<b>Status</b>	<b>Comment</b>
<b>Standard 170</b> You must ensure that a document which records the record keeping standards with which you are under a duty to comply, and the extent to which you are under a duty to comply with those standards, is available – (a) on your website, and (b) in each of your offices that are open to the public	●	Compliant
<b>22 A body providing information to the Welsh Language Commissioner</b>		
<b>Standard 176</b> You must provide any records you kept in accordance with the record keeping standards with which you are under a duty to comply to the Welsh Language Commissioner, if the Commissioner asks for those records.	●	Compliant

**Based on the evidence above, the following is an overview of the position of SWFRS in relation to the 150 standards imposed:**

		<b>SWFRS</b>
Number of draft standards scoring in a Green category	●	<b>142</b>
Number of draft standards scoring in an Amber category	● (A)	<b>7</b>
Number of draft standards scoring in a Red category	● (R)	<b>1</b>

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## APPENDIX 2

## Welsh Language Standards - analysis of interactions with SWFRS website &amp; social media pages (Apr 2019 – March 2020)

WEBSITE		
Criteria	Welsh Website:	English Website:
Unique page views	10,931	723,484
Predominant age group	Google does not have this data	25-34
Users	3,802	167,734
Time spent on Website (per session)	1 min 41 seconds	2 min 3 seconds
Most popular pages	Swyddi gwag diweddararf Rol Diffoddwr Tan Gweithio i ni	Latest vacancies On-call Firefighters WDS 2020

FACEBOOK		
Criteria	Welsh page	English page
Followers (between Apr 18 - Mar 19)	234 to 262	23,567 to 28,305
Extra followers for last 3 months	7	2115
New likes: January 2019 – March 2020	8	2010

TWITTER		
Criteria	Welsh page	English page
Followers	147	30,000
Tweets	2000	2500
Likes	361	26000

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## APPENDIX 3

**Wholetime Duty System Firefighter Recruitment 2019 - 2020**

In October 2019 the Service launched a Recruitment Drive for Wholetime Firefighters and all applicants received the Service's Equality Monitoring form which asks 'Are you a Welsh Speaker?' The form provides a choice of responses: No / Learner / Intermediate / Fluent / Prefer not to answer. The applicant's responses are shown in the table below.

<b>Recruitment Stage</b>	<b>Number of Applicants at each stage</b>	<b>Fluent</b>	<b>Intermediate</b>	<b>Learner</b>	<b>Non Speaker</b>	<b>Not Specified</b>
<b>Registered</b>	3137	298	161	511	2,139	28
<b>Submitted Applications</b>	1784	161	77	325	1,200	21
<b>Successful at Shortlisting</b>	481	50	18	104	304	5
<b>Passed Ability Assessments</b>	209	18	8	53	127	3
<b>Passed Physical and Practical Tests</b>	136	14	6	27	83	6
<b>Invited to Interview</b>	221	20	8	49	139	5
<b>Successful at Interview</b>	68	5	1	15	34	13*
<b>Allocated Training place during 2020</b>	67	5	1	14	34	13

\* The increase in these figures is due to the fact that On-call applicants were not required to complete all stages of the Recruitment process and were added back into the process at this stage.

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**Diwrnod Hawliau'r Gymraeg****7fed o Ragfyr 2020**

Lansiwyd Diwrnod Hawliau'r Gymraeg ar y 6ed o Ragfyr 2019 ac mae erbyn hyn yn ddigwyddiad Blynyddol. Diben y digwyddiad hwn yw bod sefydliadau hyrwyddo'r Gwasanaethau Cymraeg y maent yn eu darparu a rhoi gwybod i bobl am **eu hawliau** i dderbyn gwasanaethau drwy gyfrwng y Gymraeg.

Mae Gwasanaeth Tân ac Achub De Cymru'n cefnogi **Diwrnod Hawliau'r Gymraeg**. Ydym wedi cyhoeddi rhestr o hawliau er mwyn i'n defnyddwyr gwasanaethau wybod bod hawl ganddynt drwy gyfrwng y Gymraeg. Yn ogystal â hyn hoffem weld mwy o bobl yn defnyddio ein gwasanaethau yn Gymraeg.

*"Bellach mae dros 120 o sefydliadau yn gweithredu safonau'r Gymraeg, sy'n golygu fod gan y cyhoedd hawliau i ddefnyddio'r Gymraeg a fod gennych chi fel staff hawl i'w defnyddio o fewn y gweithle. Rydym yn clywed dro ar ôl tro am weithwyr sydd wedi colli hyder i ddefnyddio'r iaith neu sy'n ddysgwyr, heb gyfle i'w hymarfer. Mantesiwch ar y cyfleoedd i ddysgu'r iaith a'i hail-ddysgu ac os ydych chi eisoes yn ei siarad, rhowch gyfle i ddysgwyr ymarfer a sgwrsio gyda chi yn y Gymraeg."*

*Aled Roberts, Comisiynydd y Gymraeg*

**Gyda ni, mae gennych chi hawl i...**

1. Dogfennau yn Gymraeg
2. Gwefannau yn Gymraeg
3. Gwneud cais am swydd yn Gymraeg
4. Llythyrau ac e-bost yn Gymraeg
5. Ffurflenni yn Gymraeg
6. Negeseuon cyfryngau cymdeithasol yn Gymraeg
7. Arwyddion yn Gymraeg
8. Defnyddio'r Gymraeg mewn derbynfa
9. Defnyddio'r Gymraeg ar y ffôn

**Welsh Language Rights Day****7th December 2020**

Welsh Language Rights Day was launched on 6<sup>th</sup> December 2019 and is now an Annual event. The purpose of this event is for organisations to promote the Welsh Language Services they provide and inform people of **their rights** to receive services through the medium of Welsh.

South Wales Fire and Rescue Service supports **Welsh Language Rights Day**. We have published a list of rights so that our service users know what they are entitled to through the medium of Welsh. We would like to see more people opting to use our services in Welsh.

*"Today there are over 120 organisations operating the Welsh language standards, which means that the public have a right to use the language and that you as staff members have a right to use the language within the workplace. We have heard time after time of workers that have lost their confidence to speak the language or learners that don't get an opportunity to practice the language. Take advantage of the opportunities available to learn or re-learn the language and if you already speak the language, give learners a chance to practice and use the language with you."*

*Aled Roberts, Welsh Language Commissioner*

**With us, you have the right to...**

1. Documents in Welsh
2. Websites in Welsh
3. Apply for a job in Welsh
4. Letters and emails in Welsh
5. Leaflets in Welsh
6. Social media messages in Welsh
7. Signs in Welsh
8. Speak Welsh in reception
9. Use Welsh on the phone

Dyma fideo o Matt Norman Rheolwr Criw Gorsaf Dân y Rhath, yn siarad am ei brofiadau â'r Gymraeg.

Here is a video of Crew Manager Matt Norman from Roath Fire Station, talking about his experience with the Welsh Language.

**Gwasanaeth Tân ac Achub**  
De Cymru



South Wales  
**Fire and Rescue Service**

# Diwrnod Hawliau'r Gymraeg

6.12.2019

# Welsh Language Rights' Day

**Gyda ni, mae gennych chi  
hawl i...**

Dogfennau yn Gymraeg

Gwefannau yn Gymraeg

Gwneud cais am swydd  
yn Gymraeg

Llythyrau ac e-bost yn Gymraeg

Ffurflenni yn Gymraeg

Negeseuon cyfryngau  
cymdeithasol yn Gymraeg

Arwyddion yn Gymraeg

Defnyddio'r Gymraeg  
mewn derbynfa

Defnyddio'r Gymraeg ar y ffôn

**With us, you have  
the right to...**

Documents in Welsh

Websites in Welsh

Apply for a job in Welsh

Letters and emails in Welsh

Leaflets in Welsh

Social media messages  
in Welsh

Signs in Welsh

Speak Welsh in a reception

Use Welsh on the phone

Dyma rai o'r hawliau. Am restr lawn, ac union  
fanylion yr hawliau sydd gennych chi i ddefnyddio'r  
Gymraeg, ewch i –  
[comisiynyddygyymraeg.cymru/maegenihawl](http://comisiynyddygyymraeg.cymru/maegenihawl)

These are some of the rights. For a full list and  
exact details of your rights to use the  
Welsh language, go to –  
[welshlanguagecommissioner.wales/myrights](http://welshlanguagecommissioner.wales/myrights)

**FORWARD WORK PROGRAMME FOR  
FIRE & RESCUE AUTHORITY 2021/22**

<b>Expected Date of Report</b>	<b>Report Name</b>	<b>Purpose of Piece of Work</b>	<b>Lead Director/ Contact Officer</b>	<b>Progress</b>
19 July 2021	Carbon Reduction Plan	To seek Members' observations and approval on the proposed plan and associated actions.	DCO  Contact Officer: Geraint Thomas	
19 July 2021	Strategic Risk	To advise Members of the Strategic Risks of the organisation and how these are being treated, managed or reduced.	DCO  Contact Officer: Sarah Watkins	
19 July 2021	End of year Health Check on Performance and Strategic Objectives 2020/21	To advise Members of end of year performance against agreed targets and to advise Members of the end of year health check position in securing the achievement of the Strategic Objectives.	DCO  Contact Officer: Sarah Watkins	
19 July 2021	Welsh Language Standards	To update Members on compliance against the Welsh Language Standards.	ACO PS  Contact Officer: Alison Reed	
19 July 2021	Report on Proposed Priority Actions 2022/23	To advise Members of the proposed Priority Actions 2022/23 and to seek authority to enter into public consultation on these.	DCO  Contact Officer: Sarah Watkins	

<b>Expected Date of Report</b>	<b>Report Name</b>	<b>Purpose of Piece of Work</b>	<b>Lead Director/ Contact Officer</b>	<b>Progress</b>
19 July 2021	Job Evaluation	To agree the Job Evaluation outcomes for the Service.	ACO PS  Contact Officer: Gill Goss	
19 July 2021	Firefighter Pensions Update	To advise Members of the current position regarding Firefighter Pensions.	ACO PS  Contact Officer: Alison Reed	
27 Sept 2021	Health & Safety Annual Report 2020/21	To advise Members of Health & Safety performance of the organisation.	ACFO TS  Contact Officer: Richie Prendergast	
27 Sept 2021	Update on MTFs and Reserves Strategy	To update Members on the Financial Strategy and Reserves Strategy of the Authority prior to considering the report on the 2022/23 Budget Setting Strategy.	Treasurer  Contact Officer: Chris Barton	
27 Sept 2021	Budget Strategy 2022/23	To obtain clarification upon the political steer for the Budget Strategy for 2022/23 budget setting process.	Treasurer  Contact Officer: Chris Barton	

<b>Expected Date of Report</b>	<b>Report Name</b>	<b>Purpose of Piece of Work</b>	<b>Lead Director/ Contact Officer</b>	<b>Progress</b>
27 Sept 2021	Treasury Management Outturn 2020/21	To advise Members of the year end treasury management position.	Treasurer  Contact Officer: Chris Barton & Geraint Thomas	
20 Dec 2021	Audit Wales Annual Audit Summary	To advise Members of the key issues emanating from the annual report and to provide an opinion on adequacy and effectiveness of the organisation and its potential to improve, its approach to risk management, control and governance processes based on the WAO work undertaken during the year, including data quality & PIs, HR work, a Framework update, whistleblowing and forward planning.	DCO  Contact Officer: Sally Chapman	
20 Dec 2021	Half Yearly Health Check of Performance and Review of Strategic Themes	To advise Members of performance against agreed performance indicator targets and achievement of Strategic themes at the mid-way point of the year.	DCO  Contact Officer: Sarah Watkins	
20 Dec 2021	Treasury Management Mid Term Report 2021/22	To advise Members of the mid-year position in relation to our treasury management.	Treasurer  Contact Officer: Geraint Thomas	

<b>Expected Date of Report</b>	<b>Report Name</b>	<b>Purpose of Piece of Work</b>	<b>Lead Director/ Contact Officer</b>	<b>Progress</b>
20 Dec 2021	Independent Remuneration Panel for Wales' Draft Annual Report	To consider the IRPW's draft Annual Report and enable comments to be submitted to the Panel within required timescales.	DCO  Contact Officer: Sally Chapman	
14 Feb 2022	Estimated Revenue & Capital Budget determination for 2022/23	To consider consultation responses and to set the recommended budget determination for consideration by the Fire Authority.	Treasurer  Contact Officer: Geraint Thomas	
14 Feb 2022	SPI Target Setting 2022/23	To set the targets for the following financial year.	ACFO SD  Contact Officer: Sarah Watkins	
14 Feb 2022	Report on Responses to the Consultation of the draft rolling Strategic Plan and Priority Actions 2022/23	To advise Members of consultation responses and seek approval for a final version of the rolling Strategic Plan.	DCO  Contact Officer: Sarah Watkins	
14 Feb 2022	Pay Policy Statement 2020/21	To consider the Authority's Pay Policy Statement in compliance with the Localism Act 2011 and associated guidance.	ACO PS  Contact Officer: Alison Reed	
14 Feb 2022	Gender Pay Gap Statement	To update Members on the analysis of the gender pay gap across the Service.	ACO PS  Contact Officer: Alison Reed	



<b>Expected Date of Report</b>	<b>Report Name</b>	<b>Purpose of Piece of Work</b>	<b>Lead Director/ Contact Officer</b>	<b>Progress</b>
14 Feb 2022	Audit Wales Certificate of Compliance	To advise Members of the AW Certificate of Compliance received in relation to the publication of the 2021/22 Improvement Plan.	DCO  Contact Officer: Sally Chapman	
28 March 2022	Annual Report of the work of the Finance, Audit & Performance Management Committee & its scrutiny group during 2021/22	To advise Members of the work of the Committee.	DCO  Contact Officer: Sally Chapman	
28 March 2022	Annual Report of the work of the HR & Equalities Committee during 2021/22	To advise Members of the work of the Committee.	ACO PS  Contact Officer: Alison Reed	
28 March 2022	Annual Report of the Work of the Local Pensions Board 2021/22	To advise Members of the work of the Board.	ACO PS  Contact Officer: Alison Reed	
28 March 2022	Annual Report of the Work of the PSB's	To update Members on the work of each of the PSB's and how this impacts upon the work of SWFRS.	DCO  Contact Officer: Sarah Watkins	
28 March 2022	Treasury Management Strategy 2022/23	To secure Members' approval to the adoption of the Treasury Management Strategy 2022/23.	Treasurer  Contact Officer: Geraint Thomas	

<b>Expected Date of Report</b>	<b>Report Name</b>	<b>Purpose of Piece of Work</b>	<b>Lead Director/ Contact Officer</b>	<b>Progress</b>
28 March 2022	Fire Authority & Committee Meeting Dates for 2022/23	To present Members with proposed dates of Authority & Committee meetings for 2022/23.	DCO  Contact Officer: Sally Chapman	
28 March 2022	Carbon Reduction Plan	To update Members on the Carbon Reduction Plan.	DCO  Contact Officer: Geraint Thomas	
28 March 2022	Strategic Equality Plan	To provide Members with the current Strategic Equality Plan.	ACO PS  Contact Officer: Andrew Jones	
28 March 2022	Review of Firefighter Pension Schemes	To provide Members with an update on the current position of the Firefighter Pension Schemes.	ACO PS  Contact Officer: Alison Reed	
28 March 2022	Member Attendance	To review Member attendance 2021/22.	DCO  Contact Officer: Sally Chapman	

Huw Jakeway – CFO  
Sally Chapman – DCO  
Dewi Rose – ACFO Service Delivery  
Richie Prendergast – ACFO Technical Services  
Alison Reed – ACO People Services

Chris Barton – Treasurer  
Geraint Thomas – Head of Finance & Procurement  
Sarah Watkins – Head of Corporate Services  
Andrew Jones – Head of Human Resources

## 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"> <li>• Fire &amp; Rescue Authority Meeting held on 22 March 2021</li> <li>• Fire &amp; Rescue Authority Annual General Meeting held on 14 June 2021</li> <li>• Local Pension Board Committee held on 25 January 2021</li> <li>• HR &amp; Equalities Committee held on 22 February 2021</li> </ul>	<p style="text-align: right;">5</p> <p style="text-align: right;">21</p> <p style="text-align: right;">29</p> <p style="text-align: right;">33</p>
5.	Update on Actions	41
6.	<b>REPORTS FOR DECISION</b>	43
6.i.	Report on the pre consultation of our plans for 2022/23 – <b>To be presented on the day</b>	45
6.ii.	Outcome and Implementation of Job Evaluation	47
6.iii.	Firefighter Pensions – Remedying Age Discrimination	59
7.	<b>REPORTS FOR INFORMATION</b>	67
7.i.	Carbon Reduction and Biodiversity Plan Annual Update	69
7.ii.	Strategic Risk Register Report	101
7.iii.	End of Year Health Check on Performance and Strategic Objectives 2020/21	127

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7.iv.	Welsh Language Standards Update – July 2021	171
7.v.	Forward Work Programme for Fire & Rescue Authority 2021/22	229
8.	To consider any items of business that the Chairperson deems urgent (Part 1 or 2)	235