

MID AND WEST WALES FIRE AND RESCUE AUTHORITY



NOTICE

**MEETING OF THE RESOURCE MANAGEMENT
COMMITTEE**

MONDAY, 15 APRIL 2024

AT 10:00

**REMOTELY VIA MICROSOFT TEAMS AND IN THE CAER
SUITE**

A simultaneous Translation Service will be provided at this meeting and those present are welcome to speak in Welsh or English at the meeting.

Press and Public: To observe meetings live via Microsoft Teams you will need to pre-register to be part of the virtual public gallery by emailing a.hawkes@mawwfire.gov.uk by 12 noon 1 working day before the meeting. Details of how to join will be provided in response.

AGENDA

Members of the Resource Management Committee are hereby summoned to attend a meeting of the Resource Management Committee to be held in the Caer Suite and Remotely via Microsoft Teams on Monday, 15 April 2024 at 10:00

The following business is proposed to be transacted:

1. Apologies for Absence
2. Declaration by Members of any Personal and / or Prejudicial Interests
3. Chair's Announcements/Personal Matters
4. To confirm and approve as a true record, the minutes of the previous meeting of the Resource Management Committee held on 29th January 2024 (Pages 3 - 10)
5. Revenue Budget and Capital Programme Monitoring Report 2023/24 as at 29 February 2024 (Pages 11 - 30)
6. People and Well-Being Update Report (Pages 31 - 44)
7. Procurement Verbal Update - Introduction of the Procurement Act 2023 and Social Partnership and Public Procurement (Wales) Act 2023
8. Any other items of business that by reason of special circumstances, the Chair decides should be considered as a matter of urgency pursuant to Section 100(4)(b) of the Local Government Act 1972.



D Daycock
Clerk and Monitoring Officer

**AWDURDOD TÂN AC ACHUB CANOLBARTH A GORLLEWIN
CYMRU**



MID AND WEST WALES FIRE AND RESCUE AUTHORITY

**NOTES: THESE MINUTES ARE SUBJECT TO CONFIRMATION BY THE
RESOURCE MANAGEMENT COMMITTEE AT ITS NEXT MEETING**

**MINUTES
OF THE RESOURCE MANAGEMENT COMMITTEE MEETING**
Remotely VIA MICROSOFT TEAMS AND IN THE CAER SUITE
Fire and Rescue Service Headquarters, Carmarthen
29 JANUARY 2024

10:00

Present at Meeting:

Chair: Councillor Carl Jordan

Members: Cllrs: Edwin Roderick,
Maureen Bowen, David Bryan,
Patience Bentu, Gareth Lloyd,
John Davies, Matthew Crowley,
Gwynfor Thomas, Elwyn Williams,
Jan Curtice, Sharon Freeguard, and
Rob Evans

Apologies: Cllrs: Dan Thomas

In Attendance: D Daycock (Clerk and Monitoring Officer), S Mansbridge (Treasurer/Section 151 Officer), I Cray (DCFO), C Flannery (ACFO), M Harries (ACO), P Greenslade (AM), J Lewis (AM), G Thomas (T/AM), C Jackson (Corporate Head of Resources), M Miles (Head of HR), Stephen Phillips (Head of Finance), H Rees (Head of Procurement) A Lewis (T/ Head of CCBD) and A Hawkes (Democratic Services Officer)

1 Apologies for Absence

Apologies for absence were received from Cllr Dan Thomas.

2 Declaration by Members of any Personal and / or Prejudicial Interests

The Clerk/Monitoring Officer gave advice regarding the actual and/or potential interests on the agenda to be disclosed verbally and then to be confirmed in writing, in line with the requirements of the Code of Conduct. Following this, declarations were made as follows:

- All Members present declared that they had a personal interest in any matters affecting or relating to their own Constituent Authority.

3 Chair's Announcements/Personal Matters

The Chair extended best wishes and a speedy recovery to the Deputy Chair, Cllr Dan Thomas after a recent illness.

Members were provided with an operational response update on recent incidents.

4 To confirm and approve as a true record, the minutes of the previous meeting of the Resource Management Committee held on 20 November 2023

The minutes of the Resource Management Committee meeting held on 20th of November were approved as a true record of proceedings. There were no matters arising.

5 Revenue Budget and Capital Programme Monitoring Report as at 31 December 2023

The Section 151 Officer presented the budget monitoring report to Members, which summarised the revenue budget and capital programme position for the 2023/24 financial year, as of 31 December 2023.

It was reported that the total approved revenue budget was £63.257m, with the current actual net expenditure and forecast of £63.275m. It was noted that there is a forecast overspend of £18k.

Members' attention was drawn to Appendix A of the report. Consideration was given to several factors set out in section 3.1 of the report which the budget had been based upon considering expenditure to date, known commitments, pressures and savings.

Committee Members were provided with an overview of the expenditure on capital projects, compared against the revised Capital Programme set out in Appendix B of the report.

Members were informed that the approved original Capital Programme for 2023/24 was £9.436m and that the Strategic Asset Capital Management Group (SACMG) had

undertaken a full review of the 5-year capital programme considering additional resources identified since approval such as capital grants, existing and new projects.

Members were reminded that the 5-year capital programme, including the revised programme for 2023/24 at £12.844m, was approved by the Fire Authority on 18 December 2023.

Members were informed that as of 31 December 2023, the Authority had incurred £4.977m of capital expenditure and has raised commitments to the value of £3.708m with the total of actual expenditure and commitments being £8.685m.

Members then received a breakdown of the grants allocated for 2023/24 set out in Appendix C of the report, whereby a total of £3.718m revenue and £1.5m capital had been provided on an all-Wales basis (shared with North and South Wales Fire Authorities), of which £967k revenue and £801k capital had been allocated to MAWWFRA. It was explained that the Mid and West Wales Fire and Rescue Service also receives specific grants, and that currently £588k revenue grants are allocated. It is expected that all grants will be spent in full and in accordance with the associated terms and conditions.

Attention was then drawn to the prudential and treasury management indicators set out in Appendix D of the report. The Section 151 Officer confirmed that all treasury management activity for the period was within the approved indicators, that the investments met the creditworthiness criteria set out in the Annual Investment Strategy.

It was highlighted that as at 31 December 2023 no new loans have been raised with the Public Works Loan Board (PWLB) which offers a minimum loan period of 1 year, however, with economists predicting interest rates will fall during 2024, short-term borrowing has been arranged to meet cash flow forecast requirements. A 6-month loan of £5m has been raised from Carmarthenshire County Council and a further loan of £2.5m will be raised in January from Neath Port Talbot Council (NPTBC). It was highlighted that both loans had been arranged through a broker.

Cllr John Davies asked the Section 151 Officer how the decision was made to raise a loan with Carmarthenshire CC and NPTBC and what interest rate was applied.

The Section 151 Officer explained that an email had been sent to the Local Authorities within the service area to request the loans and that Carmarthenshire CC and NPTBC had responded that they were in a position to do so with a rate of 5.6% over 6 months. It was also explained that Local Authorities operated under their own Treasury Management Strategy and were not necessarily in a position to lend to the Fire Authority.

Cllr John Davies requested feedback on the On-Call project and how the additional funding is being used.

Assistant Chief Fire Officer (ACFO) Flannery explained that it is currently too early to measure, and accordingly give clear feedback, however anecdotally the scheme has

been well received, in particular the additional funding made available for attendance at training for On-Call firefighters.

RESOLUTION

It was RESOLVED that the Resource Management Committee note the contents of the report.

6 Health, Safety and Welfare Performance Management Report as of 30 November 2023

The Deputy Chief Fire Officer (DCFO) presented Committee with the Health, Safety and Welfare Performance Management Report for the period 1 April 2023 to 30 November 2023.

Members' attention was drawn to section 7 of Appendix 1 which set out the number of on-duty injuries during the reporting period, together with comparable figures for 2022/23 and a breakdown of injuries by employee type and cause.

Members were informed that 7 injuries had been reported to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

Reference was made to the Corporate Risk Audits which were undertaken to ensure that appropriate standards were maintained within the Service's buildings and facilities, in addition to the existing provision of training, safety alerts and procedures to employees in order to minimise the number of injuries. Furthermore, Members were informed that 42 reports of 'Near-Miss Events' had been reported to the Corporate Risk Department, all of which had been investigated and monitored at the Health, Safety and Welfare Consultative Committee meetings. Members were pleased to note that the Service's robust Health and Safety policies were being utilised by members of staff, who were encouraged to report such issues which, in turn, ensured that any unsafe/unhealthy working conditions were addressed promptly.

The DCFO provided Members with details of the 1 physical attack and 1 verbal abuse reported during the reporting period. Whilst Committee was pleased to note that the number of such incidents remained low, Members endorsed the requirement to monitor incidents to ensure that all aspects of employee personal safety was monitored.

The DCFO concluded by providing an overview of the 80 vehicle accidents which had occurred during the reporting period, together with a breakdown of vehicle accidents by cause, cost and activity. The Committee noted that the majority of vehicle accidents were attributable to striking fixed objects and tended to occur in cases where large appliances travelled on narrow roads during the course of their duties.

Cllr Gwynfor Thomas asked the DCFO where carcinogenic incidents would be reported.

The DCFO confirmed that any incidents would be reported in the Health and Safety report.

RESOLUTION

It was RESOLVED that the Resource Management Committee notes the Occupational Health, Safety and Welfare information contained within the Report.

7 Procurement Exemptions Granted During 2023

The Assistant Chief Officer (ACO), Mydrian Harries introduced Head of Procurement, Helen Rees to the meeting.

Members were informed that Section CS03 of the Wales Fire and Rescue Services' Contract Standing Orders details the procedure for obtaining Exemptions to the procurement provisions set out in Standing Orders arising in exceptional circumstances and that furthermore all Exemptions are reported to the Resource Management Committee on an annual basis for information only.

Members' attention was drawn to Appendix 1 of the report which summarised all Exemptions granted during the 2023 calendar year. It was highlighted that the list of exemptions had continued to reduce due to improved planning.

Members considered the contents of Appendix 1.

RESOLUTION

It was RESOLVED that the Resource Management Committee note the contents of the report.

8 Gender Pay Gap Report 2023

ACO, Mydrian Harries presented the report to Members for information.

Members attention was drawn to the Gender Pay Gap Report (GPG) set out at Appendix 1. It was explained that the report was written to comply with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 and provides the Service's position as at 31 March 2023 for the 2023 reporting period.

It was highlighted that the figures show that female staff earn on average 9.9% less than male staff which equates to £1.44 an hour less, however it was noted that this is an improvement from 2022 whereby females earned on average 10.48% less than male staff.

Members were asked to note that women make up less than 18% of the total workforce which creates the imbalance and not inequality of pay for the same positions.

It was stressed that the Service is committed to addressing and reducing the gender pay gap and a programme of work has been identified to do so by positive action and community engagement, supporting a diverse and inclusive culture and environment and reviewing the recruitment process.

Cllr Matthew Crowley left the meeting at 11:02. Prior to leaving the meeting leaving the meeting, Cllr Crowley made reference to his recent visit to Port Talbot fire station and requested information regarding the amount of PPE that is provided to stations.

RESOLUTION

It was RESOLVED that the Resource Management Committee note the content of the Service's Gender Pay Gap Report for 2023, prior to publishing.

9 Annual Equality Report 2022/23

ACO Mydrian Harries presented the Annual Equality Report to Members.

Members attention was drawn to Appendix 1 which contained the Annual Equality Report (AER) 2022/23 which is the third annual report detailing progress made against the 2020 – 2024 Strategic Equality Plan which lays down the foundations for future work.

Members were also informed that the AER 2022/23 updates on objectives within the Strategic Equality Plan surrounding the Service's engagement work with local partners and stakeholders as part of Community Safety initiatives.

The Committee were provided with a synopsis of the Service's actions carried out in order to meet the 3 objectives contained in the AER.

RESOLUTION

It was RESOLVED that the Resource Management Committee note the content of the Service's Annual Equality Report for 2022/23, prior to publishing at the end of financial year 23/24.

10 Any other items of business that by reason of special circumstances, the Chair decides should be considered as a matter of urgency pursuant to Section 100(4)(b) of the Local Government Act 1972.

There were no items of urgent business.

Meeting closed 11:25

The report is Not Exempt	
The report is for Information	
REPORT TO: RESOURCE MANAGEMENT COMMITTEE	MEETING DATE: 15/04/24

SUBJECT: Revenue Budget and Capital Programme Monitoring Report 2023/24 as at 29 February 2024

PURPOSE OF REPORT AND REASON FOR RECOMMENDATION(S):

The net Revenue Budget Requirement and Capital Programme for 2023/24 were approved by the Fire Authority on 6 February 2023. This report summarises the 2023/24 Revenue Budget and Capital Programme position as at 29 February 2024.

EXECUTIVE SUMMARY

The total approved Revenue Budget for 2023/24 is £63.257m, as at 29 February 2024 the forecast expenditure is £63.311m. The forecast outturn position shown at Appendix A is an overspend of £54k. A forecast overspend position of £18k as at 31st December 2023, was reported to the Resource Management Committee in January 2024.

The approved original Capital Programme for 2023/24 was £9.436m. This has been revised to £12.844m to reflect slippage from 2022/23, additional resources and reprofiling. As at the 29 February 2024 the actual expenditure and known commitments totalled £9.534m as shown in Appendix B.

The report also includes an update on grant allocations for 2023/24 and treasury management activity, as shown in Appendices C and D respectively.

RECOMMENDATIONS:

That the Resource Management Committee note the contents of the report.

REPORT APPROVAL

Clerk / Monitoring Officer:	Comments: Approved
Relevant Director:	Comments: Approved
Section 151 Officer/Treasurer:	Comments: Approved
Chief Fire Officer / Deputy Chief Fire Officer	Comments: Approved

ACCESS TO INFORMATION LIST OF BACKGROUND PAPERS USED IN THE PREPARATION OF THIS REPORT:

- 6 February 2023 Fire Authority report of the Chief Fire Officer and Section 151 Officer on the revenue budget requirement for the financial year 2023/24 and the 5-year Capital Programme for 2022/23 to 2026/27.
- 6 February 2023 Fire Authority report on Treasury Management Strategy Statement 2023/24.
- 18 December 2023 Fire Authority report on the Medium-Term Financial Plan, including the estimated net Revenue Budget Requirement for 2024/25, and the 5-year Capital Programme.

Presenting the Report:	Sarah Mansbridge Treasurer (Section 151 Officer)
Report Author(s) and Designation	Stephen Phillips Head of Finance
Date original report written	12/03/2024

Mae'r Adroddiad Heb ei eithrio	
Mae'r Adroddiad ER GWYBODAETH	
ADRODDIAD I'R: PWYLLGOR RHEOLI ADNODDAU	DYDDIAD Y CYFARFOD: 15/04/24

TESTUN: Adroddiad Monitro Cyllideb Refeniw a Chyfalaf Rhaglen Refeniw 2023/24 ar 29 Chwefror 2024

PWRPAS ADRODDIAD A RHESWM DROS ARGYMHELLIAD(AU):
Cafodd gofyniad y gyllideb refeniw net a'r rhaglen gyfalaf ar gyfer 2023/24 eu cymeradwyo gan yr Awdurdod Tân ar 6 Chwefror 2023. Mae'r adroddiad hwn yn crynhoi cyllideb refeniw a safle rhaglen gyfalaf 2023/24 fel ar 29 Chwefror 2024.

CRYNODEB:
Cyfanswm y gyllideb refeniw gymeradwy ar gyfer 2023/24 yw £63.257m, ar 29 Chwefror 2024 y gwariant a ragwelir yw £63.311m. Y sefyllfa alldro a ragwelir a ddangosir yn Atodiad A yw gorwariant o £54,000. Adroddwyd sefyllfa gorwariant a ragwelir o £18k, ar 31 Rhagfyr 2023, i'r Pwyllgor Rheoli Adnoddau ym mis Ionawr 2024.

Y rhaglen gwreiddol gyfalaf gymeradwy ar gyfer 2023/24 oedd £9.436m. Mae hwn wedi'i ddiwygio i £12.844m i adlewyrchu llithriad o 2022/23, adnoddau ychwanegol ac ailbroffilio. Ar 29 Chwefror 2024, cyfanswm y gwariant gwirioneddol a'r ymrwymadau hysbys oedd £9.534m fel y dangosir yn Atodiad B.

Mae'r adroddiad hefyd yn cynnwys diweddariad ar ddyraniadau grant ar gyfer 2023/24 a gweithgarwch rheoli'r trysorlys, Atodiadau C a D yn y drefn honno.

ARGYMHELLION:
Bod y Pwyllgor Rheoli Adnoddau yn nodi cynnwys yr adroddiad.

CYMERADWYO'R ADRODDIAD	
Clerc:	Sylwadau: Cymeradwyd
Cyfarwyddwr berthnasol:	Sylwadau: Cymeradwyd
Swyddog Adran 151/Trysorydd:	Sylwadau: Cymeradwyd
Prif Swyddog Tân / Dirprwy Brif Swyddog Tân	Sylwadau: Cymeradwyd

PAPURAU CEFNDIR A DDEFNYDDIWYD WRTH BARATOI'R ADRODDIAD HWN:

- 6 Chwefror 2023 Adroddiad yr Awdurdod Tân gan y Prif Swyddog Tân a Swyddog Adran 151 ar y gofyniad cyllideb refeniw ar gyfer blwyddyn ariannol 2023/24, a'r Rhaglen Gyfalaf 5 mlynedd ar gyfer 2022/23 hyd at 2026/27.
- 6 Chwefror 2023 Adroddiad yr Awdurdod Tân ar Ddatganiad Strategaeth Rheoli'r Trysorlys 2023/24.
- 18 Rhagfyr 2023 Adroddiad yr Awdurdod Tân ar y Cynllun Ariannol Tymor Canolig, gan gynnwys y Gofyniad y Cyllideb Refeniw net wedi ei amcangyfrif ar gyfer 2024/25, a'r Rhaglen Gyfalaf 5 Mlynedd.

Yn cyflwyno'r Adroddiad:	Sarah Mansbridge Trysorydd (Swyddog Adran 151)
Awdur(on) yr Adroddiad a'u Swyddi:	Stephen Phillips Pennaeth Cyllid
Dyddiad yr ysgrifennwyd yr adroddiad gwreiddiol:	12/03/2024

RESOURCE MANAGEMENT COMMITTEE
15 APRIL 2024
REVENUE BUDGET & CAPITAL PROGRAMME MONITORING REPORT 2023/24
AS AT 29 FEBRUARY 2024

1 Executive Summary

- 1.1 The total approved Revenue Budget for 2023/24 is £63.257m, as at 29 February 2024 the forecast expenditure is £63.311m. The forecast outturn position shown at Appendix A is an overspend of £54k. A forecast overspend position of £18k as at 31st December 2023, was reported to the Resource Management Committee in January 2024.
- 1.2 The approved original Capital Programme for 2023/24 was £9.436m. This has been revised to £12.844m to reflect slippage from 2022/23, additional resources and reprofiling. As at the 29 February 2024 the actual expenditure and known commitments totalled £9.534m as shown in Appendix B.
- 1.3 The report also includes an update on grant allocations for 2023/24 and treasury management activity, as shown in Appendices C and D respectively.

2 National/Wales Position

- 2.1 All Fire and Rescue Services routinely report their financial position in accordance with their Constitutions.

3 Mid and West Wales Fire and Rescue Service Current Position

3.1 Revenue Budget Appendix A

- 3.1.1 The total approved Revenue Budget for 2023/24 is £63.257m and as at 29 February 2024 the forecast expenditure is £63.311m which represents an overspend of £54k. This amount is based on expenditure to date, known commitments, pressures and savings. The Forecast Expenditure is monitored against the Realigned Budget.
- 3.1.2 Operational Employees, including both Wholetime and On-Call, is forecasting an overspend of £358k taking into account the following:
- “Grey Book” operational employees based on the pay award of 5% from 1 July 2023 against a budget assumption of 3%.
 - One internal On-Call conversion wholetime recruits’ course with a cohort of 12 recruits which commenced 25 January 2024.

- Additional 12 Firefighters, as approved by Fire Authority, for wholetime operational resilience.
- Community Safety department restructure with the reconfiguration of Grey Book and Green Book personnel with 10 Grey Book personnel being re-deployed to vacancies within Response and the creation of 10 Green Book posts.
- On-Call establishment number being significantly below the approved establishment resulting in reduced actual expenditure for retainer fees and drills. On-Call full-time equivalent (FTE) is 566.75 at 21 March 2024 compared to the approved establishment FTE of 702.
- On-Call Improvement Programme - an allocation of £1m is included in the budget. This will be fully spent on the following areas:
 - Enhanced payment for attendance at training, from a basic rate payment to a multiple of 1.5 of basic rate from 1 April 2023.
 - Acknowledgement pay to recognise contribution to service.
 - Project lead officer from 10 July 2023.
 - Appropriation to Capital of £163k for Equipment for On-Call water first responder stations.

3.1.3 Support Staff is forecasting an underspend of (£401k). Forecasted costs are based on the agreed pay award of £1,925 per scale point equating to an average increase of 6% across the pay scales compared to a budget assumption of 3%. The job evaluation appeals process has concluded, and the additional budget pressures are reflected within the forecast. The pressures within this budget line have been offset by numerous vacancies across the Service, partly due to the timing of appointment of new support roles within Community Safety and the challenges of recruiting IT staff.

3.1.4 Premises is forecasting an underspend of (£324k). This relates to in-year budget savings from National Non-Domestic Rates (NNDR) of (£280k) and anticipated savings for electric and gas of (£189k) based on Crown Commercial Services forecasts, which are partly offset by additional expenditure on various contracts such as contract cleaning and waste disposal, together with some increased costs linked to on-going inflationary pressures within the UK economy.

3.1.5 Transport is forecasting an overspend of £161k, attributable to additional temporary roles to support the Inventory Management System project, and additional expenditure on various maintenance budgets primarily attributable to inflationary pressures.

3.1.6 Supplies and Services is forecasting an overspend of £462k, which includes additional expenditure for operational equipment £161k, subsistence £66k and £123k for Mobile Data Terminal installs on x18 Fire Appliances from the 2022/23 and 2023/24 Capital Programme.

3.1.7 Recharge of Costs / Investment Income is forecasting an additional £188k. The forecast reflects additional investment income as a result of the increases in the base rate of interest by the Bank of England during the financial year, which has remained at 5.25% since August 2023.

3.1.8 Capital Financing and Leasing budget of £4.985m is forecast to be spent in full as this includes a budgeted appropriation to the Capital Fund to facilitate outright purchase of assets.

3.2 **Capital Programme Appendix B**

3.2.1 The approved original Capital Programme for 2023/24 was £9.436m. The Strategic Asset Capital Management Group (SACMG) has undertaken a full review of the 5-year capital programme considering:

- additional resources identified since approval, for example capital grants.
- existing and new projects.
- the anticipated commencement date for projects to ensure budget is allocated to correct years.
- Affordability.

3.2.2 The 5-year capital programme, including the revised programme for 2023/24 at £12.844m, was approved by Fire Authority on 18 December 2023. As at 29 February 2024, the Authority has incurred £7.880m of capital expenditure and has raised commitments to the value of £1.654m. The total of actual expenditure and commitments is £9.534m. The following paragraphs provide updates on Capital Projects.

3.2.3 Minor Works / Steady State Maintenance

The Estates team have identified a schedule of works and to date £492k has been spent and £597k committed in addressing issues raised by the condition survey including roofing works, fire safety work and drill towers at fire stations across the Service.

Having worked closely with the Procurement Department, new service and supply of goods frameworks have been established which will enable continued progress to be made with Minor Works across the estate.

3.2.4 Earlswood Development

Re-development of the Earlswood site into a “Training Centre of Excellence” will be achieved in phases. Phase 1 of the project relating to the modification of the Dafen site and relocation of the Fleet, Engineering and Logistics

Department (FELD) is practically complete with only the sustainable drainage work and external works outstanding. The design team have developed a schedule of works which is currently out to tender.

Phase 2 includes the provision of a new Carbonaceous Fire Behaviour Training (CFBT) facility at Earlswood which commenced in 2022/23 with actual expenditure of £2.604m having been incurred, comprising of 2022/23 actual £797k and 2023/24 actual £1.807m and a further £122k committed.

Installation is complete and fully commissioned. There is a planning condition relating to historic ground contamination and work is on-going between the Service's consultants and Natural Resources Wales (NRW) in this regard. The official opening of the CFBT unit was undertaken by Derek Walker, Future Generations Commissioner for Wales on 25 March 2024.

Phase 3, business case for the refurbishment works will be progressed as part of the long-term strategic vision for Earlswood.

3.2.5 Machynlleth Fire Station

The Estates department are working with the design team. The scoping, design, and costing element of the project are completed. Four bids have been received for the project which are currently under evaluation with the outcome expected to be confirmed during April 2024.

3.2.6 Future Major Building Project

This is a programme for the major refurbishment of Fire Stations over a 5-year period that is defined by the 2020 Estate Condition Survey report coupled with any new and emerging building works that arise as a matter of normal service delivery. During 2023/24, refurbishment of fire doors has added additional requirements on existing planned refurbishment, and these will continue for the foreseeable future with fire safety surveys supporting the identification of priorities.

3.2.7 Sustainable Estate - Building Management System (BMS)

This is a proposal for an invest to save scheme to install a BMS to control heating and lighting efficiently to reduce future energy costs. This project is subject to external funding and scoping has been delayed until 2024/25.

3.2.8 Hydrants

Work is dependent upon the water provider, Dwr Cymru. A purchase order has been placed for a scheme at Cwmbwrla, Swansea. The Service is awaiting

confirmation of a commencement date and schedule of works from Dwr Cymru. This work has been delayed to quarter 1 2024/25.

3.2.9 Electric Vehicle (EV) Infrastructure

In 2021/22 the Service applied for and was successful in securing Welsh Government grant funding of £294k for the installation of EV chargers which was fully spent during 2021/22 and 2022/23. This included the installation of additional chargers at Carmarthen Fire Station. Further investment in EV infrastructure is ongoing and sustainability projects will be funded from the minor works budget.

An additional grant of £43k was confirmed by the Welsh Government Energy Service (WGES) on 1 February 2024 for the supply of 16 additional charging points comprising of x8 twin EV charging units. The charging points were received in February 2024 with installation due during 2024/25.

3.2.10 Vehicle Replacement Programme

Managed by the FELD, the revised programme includes vehicles due for replacement in 2023/24 plus carry-over from 2022/23. The following table provides an overview of the planned vehicle replacements in the Revised Capital Programme 2023/24.

	Total Vehicles Revised Programme	On Order	Received	Pending
Rescue Pumps *	18	0	18*	0
Specials	1	0	1	0
Support Fleet	7	0	0	7
Co-Responder	2	0	0	2
Ex-Lease	4	0	4	0
Total	32	0	23	9

* The 9 fire appliances from the 2022/23 plan have been rolled out to stations. The 9 fire appliances from the 2023/24 plan are completed and are awaiting installation of mobile data terminals (MDT's) before being rolled out to stations.

The outcome of a recent grant bid for Capital expenditure from WGES was confirmed on 1 February 2024 with a grant award, providing part funding, of £144k for x8 EV Vans which is approximately 66% grant funding. The 8 electric Nissan Townstar vans were received in March 2024.

3.2.11 ICT Equipment

These projects are managed by the ICT Department. Plans are being progressed for appropriate hardware and software works and these are channelled through the Service's ICT Strategic Advisory Team. A number of workstreams have slipped into 2024/25 including the Outstation Firecoder (Alerting) replacement and Emergency Services Network. Actual expenditure and raised commitments at 29 February 2024 is £84k which includes the purchase of x70 laptops.

3.2.12 Operational Equipment

These projects are managed by the Operational Equipment and Assurance department. The Water First Responder Equipment, x1 compressor and Thermal Imaging Cameras have been received into Service. A commitment has been raised for a second compressor.

3.3 **Grant Funding Awards for 2023/24 Appendix C**

3.3.1 2023/24 All Wales Grants for National Resilience and Community Safety total £3.718m for revenue and £1.5m for capital, the allocation for MAWWFRA is revenue grants of £967k and the capital grants allocation £801k. MAWWFRA also receives specific grants, and currently £588k revenue grants and £187k capital grants have been awarded. It is expected that all grants will be spent in full and in accordance with the associated terms and conditions.

3.4 **Prudential and Treasury Indicators 2023/24 Appendix D**

3.4.1 The Treasury Management Strategy Statement 2023/24 was approved by Fire Authority 6 February 2023 and nominated the Resource Management Committee to be responsible for ensuring effective monitoring of the Treasury Management Strategy and policies.

3.4.2 As detailed at Appendix D all treasury management activity for the period was within the approved indicators, with one exception where the raising of temporary borrowing to mitigate against locking into fixed interest rates, resulted in the Loans Maturity limit for under 12 months being at 31% against an upper limit of 30%. Further to the raising of new PWLB borrowing of £1m during March 2024, the loan profile as at 31 March 2024 will be within the approved maturity structure of borrowing. All investments met the creditworthiness criteria set out in the Annual Investment Strategy.

3.4.3 As at 29 February, no new loans have been raised with the Public Works Loan Board (PWLB) which offer a minimum loan period of 1 year. Economists predict interest rates will fall during 2024, and therefore short-term borrowing has been

arranged to meet cash flow forecast requirements. A 6-month loan of £5m from Carmarthenshire County Council and a 6-month loan of £2.5m from Neath Port Talbot Council have been raised during 2023/24. Both loans having been arranged through a broker.

4 Proposal

4.1 This report is for information only.

5 Service Commitments, Improvement Objectives and Well-being goals

5.1 The Revenue Budget and Capital Programme have been set, taking into account the Well-being of Future Generations (Wales) Act 2015 sustainable development principle and the five ways of working (Long-term, Integration, Involvement, Collaboration and Prevention).

5.2 The drafting of the Strategic Plan, Annual Business Improvement Plan and Budget Setting run parallel to ensure that the budgets are set having regard for the strategic commitments and underpinning improvement and well-being objectives.

6 Financial/Procurement Implications

- 6.1
- Revenue Budget 2023/24 is as reported at Appendix A.
 - Capital Programme 2023/24 is as reported at Appendix B.
 - Grant Funding for 2023/24 is as reported at Appendix C.
 - Prudential and Treasury Indicators are as reported at Appendix D.

7 Risk Assessment/Legal and Compliance Implications

7.1 Revenue outturn is forecast to be £54k overspent. The budget is being robustly monitored in accordance with Service Budget Guidance and Financial Procedure Rules to minimise the overspend position. If an overspend materialises at year end it will be funded from Earmarked Reserves.

7.2 Current revenue commitments included in this forecast are circa £1.3m. There is a potential risk that the overspend could decrease should these commitments and forecasted expenditure not be incurred by 31 March 2024.

7.3 The Non-Salary budget is circa £10m, the budget assumption was inflation between 5% and 10% (excluding energy and fuel). CPI inflation has fallen to

3.4% for the 12 months to February 2024, with Economists forecasting CPI inflation to fall to below the Bank of England's target rate of 2% by April 2024. Departments, working with the Finance team, are routinely monitoring their budgets in order to identify pressures and enable action to be taken to mitigate against overspends.

7.4 Whilst supply chain issues have now eased, and construction materials prices have stabilised, any changes in lead times and prices could impact on both the Revenue Budget and delivery of Capital Projects.

8 Fire Authority Governance Implications

8.1 Under the Constitution, the Resource Management Committee considers the financial aspects of all matters and projects specifically referred to the Committee, monitors income and expenditure during the financial year and reports on such monitoring to the Fire Authority if necessary.

9 Equality and Diversity, including the Socio-economic Duty and Welsh Language Standards implications

9.1 Considered, but not deemed relevant to the report.

10 Data Protection and Privacy Issues

10.1 Considered, but not deemed relevant to the report.

11 Consultation and Communication

11.1 The Finance Team meet with Divisions and Departments on a regular basis to review Revenue and Capital Budgets. Monthly budget monitoring reports are presented to the Service Leadership Team and the Executive Leadership Team.

12 Prevention, Protection and Response Implications

12.1 Considered, but not deemed relevant to the report.

13 Human Resource and People Development Implications

13.1 Considered, but not deemed relevant to the report.

14 Information and Communications Technology (ICT) / ICT Strategic Advisory Team (ISAT) Implications

14.1 Considered, but not deemed relevant to the report.

15 Estates Implications

15.1 Considered, but not deemed relevant to the report.

16 Fleet, Engineering and Logistics Implications

16.1 Considered, but not deemed relevant to the report.

17 Evaluation

17.1 Financial performance is routinely monitored throughout the year.

18 Recommendations

18.1 That the Resource Management Committee note the contents of the report.

Revenue Budget

Revenue Budget Monitoring as at 29 February 2024	Original Budget £	Realigned Budget £	Forecast Expenditure £	Variance £
Operational				
Employees - Whole Time	25,373,700	24,865,699	25,103,850	238,151
Employees - On Call	10,233,200	10,179,201	10,283,901	104,700
Employees - Other	482,000	482,000	497,525	15,525
Operational Employees	36,088,900	35,526,900	35,885,276	358,376
Premises	4,004,500	4,004,500	3,680,500	(324,000)
Transport	2,579,800	2,530,172	2,691,281	161,109
Insurance	848,000	848,000	865,043	17,043
Supplies & Services	5,129,200	5,129,200	5,591,499	462,299
Gross Operational Costs	48,650,400	48,038,772	48,713,599	674,827
Contribution to Operational Costs	(61,000)	(61,000)	(145,417)	(84,417)
Recharge of costs / Investment Income	(660,000)	(660,000)	(847,623)	(187,623)
Net Operational Costs	47,929,400	47,317,772	47,720,559	402,787
Non-Operational				
Control	1,225,400	1,225,400	1,202,217	(23,183)
Support Staff	7,916,500	8,528,128	8,126,879	(401,249)
Manual Staff	239,900	239,900	267,801	27,901
Elected Members	76,000	76,000	76,000	0
Central Support	327,000	327,000	375,091	48,091
Pensions	558,000	558,000	558,000	0
Net Non-Operational Costs	10,342,800	10,954,428	10,605,988	(348,440)
Capital Financing & Leasing	4,985,000	4,985,000	4,985,000	0
Total Authority Expenditure	63,257,200	63,257,200	63,311,547	54,347
Funding:				
Contributions from Constituent Authorities	(62,664,910)	(62,664,910)	(62,664,910)	0
Transfer To / From Reserves	(592,290)	(592,290)	(592,290)	0
Total Funding	(63,257,200)	(63,257,200)	(63,257,200)	0
Over / (Under) Spend				54,347

Capital Programme at 29 February 2024

Mid & West Wales Fire & Rescue Authority Capital Programme 2023/24	Approved Capital Programme £	Revised Capital Programme £	Actual Capital Spend 29/02/2024 £	Committed as at 29/02/2024 £	Total Spend & Committed £
Land & Buildings					
Minor Works / Steady State Maintenance	390,000	1,081,000	491,861	597,001	1,088,862
Property Upgrades & Developments:					
Northern Area Development	0	35,000	0	2,100	2,100
Llandysul FS Future Proofing	0	10,000	6,906	0	6,906
Machynlleth Fire Station	0	291,000	21,323	23,405	44,728
Earlswood Development					
Dafen		173,800	29,259	4,033	33,292
CFBT & Training Centre	250,000	2,653,100	1,807,495	121,753	1,929,248
Future Major Building Project	1,400,000	0	0	0	0
Swansea Central & Swansea West Fire Stations		1,000,000	0	0	0
Sustainable Estate - Building Management system	1,000,000	0	0	0	0
Total Land & Buildings	3,040,000	5,243,900	2,356,844	748,292	3,105,136
Infrastructure					
Electrical Vehicle Charging Infrastructure	120,000	255,000	151,777	86,264	238,041
Hydrant Installations	0	40,000	0	37,460	37,460
Total Infrastructure	120,000	295,000	151,777	123,724	275,501
Vehicles					
Vehicle Replacement Programme	4,250,000	5,433,000	4,732,929	6,535	4,739,464
Vehicles Grant Funded	0	801,300	344,575	709,976	1,054,551
ICT Equipment					
ICT Hardware	269,000	294,000	17,711	50,924	68,635
ICT Software	250,000	73,400	15,000	0	15,000
Outstation Firecoder Replacement	550,000	0	0	0	0
Joint Control Room	165,000	369,000	0	0	0
Emergency Services Network	764,000	60,000	0	0	0
Operational Equipment					
Technical Equipment – Compressor	28,000	31,700	12,140	12,140	24,280
Technical Equipment – Rope Rescue	0	0	23,939	0	23,939
Animal Rescue Equipment	0	9,900	0	1,260	1,260
Flood Rescue Equipment	0	5,800	0	0	0

Water Responder Equipment	0	162,500	162,538	1,082	163,620
Thermal Imaging Cameras	0	64,000	62,250	0	62,250
Total Vehicles & Equipment	6,276,000	7,304,600	5,371,082	781,917	6,152,999
Total Capital Programme	9,436,000	12,843,500	7,879,703	1,653,933	9,533,636

All Wales Grant Allocations 2023/24 – as at 29 February 2024

All Wales Grants	Description	Revenue Grant Award	Capital Grant Award	MAWWFRS Allocation		Comment
				Revenue	Capital	
National Resilience, including Urban Search & Rescue (USAR), New Dimensions & Marauding Terrorist Firearms Attack (MTFA)	Funding to provide and maintain a National Resilience capability in Wales.	£2,000,000	£1,500,000	£418,294	£801,300	New Dimensions managed by NWFRS. USAR and MTFA managed by SWFRS.
Arson Reduction	Funding of the Services Community Safety programmes incorporating Arson Reduction.	£386,839	£0	£110,040	£0	Grant managed by MAWWFRS.
Home Safety Equipment	Funding of the Services Community Safety programmes incorporating Home Safety Equipment.	£900,000	£0	£329,800	£0	Grant managed by MAWWFRS.
Youth Engagement	Funding of the Services Community Safety programmes relating to Youth Engagement.	£371,161	£0	£108,707	£0	Grant managed by NWFRS.
Innovation & Diversification (Momentum)	Funding of the Services Community Safety programmes relating to Innovation and Diversification.	£60,000	£0	£0	£0	Grant managed by SWFRS.
All Wales Grants (to be shared)		£3,718,000	£1,500,000	£966,841	£801,300	

Mid and West Wales FRS Grants 2023/24 - as at 29 February 2024

MAWWFRS Grants	Description	Revenue Grant Award
JESG (Joint Emergency Services Group)	Funding in relation to the services of the Senior Responsible Officer (SRO) as well as support for the JESG Business Change Lead in relation to the Emergency Services Mobile Communications Programme.	£100,000
Emergency Services Network (ESN) Wales Business Change Lead/Senior User	Funding in relation to the Business Change Lead – Senior User within the Emergency Services Mobile Communications Programme and Business Continuity and Assurance Manager support.	£176,000
Emergency Services Mobile Communication Programme (ESMCP) Technical Assurance (TA) Resource Wales	Team to facilitate the provision of sound advice to Welsh Ministers that the Emergency Services Network is safe, resilient, and operationally fit for purpose.	£150,000
ESMCP Critical Operational Locations (COLs) in Wales	Funding for Critical Operational Locations (COLs) survey resources costs to undertake exercises in Wales to validate the COL locations list in Wales	£161,724
MAWWFRS Revenue Grants 2023/24		£587,724

MAWWFRS Grants	Description	Capital Grant Award
Electric Vehicles (EV) and EV infrastructure	Funding to purchase Electric Vehicle Charging Infrastructure (EVCI) and Electric Vehicles	£186,960
MAWWFRS Capital Grants 2023/24		£186,960

Prudential & Treasury Management Indicators 2023/24

External Debt as at 29 February 2024	Operational Boundary	Authorised Limit	Balance b/f 1 April 2023 £000s	Debt Repaid £000s	Debt Raised £000s	Actual 29 February 2024 £000s
External Borrowing	45,000	49,500	27,620	(540)	7,500	34,580
Other Long-Term Liabilities	5,000	5,500	2,095	0	0	2,095
Total External Debt	50,000	55,000	29,715	(540)	7,500	36,675

Loans Maturity Period as at 29 February 2024	Lower	Upper	Actual £000s	%age
Under 12 months	0%	30%	10,588	31%
12 months to 2 years	0%	30%	2,528	7%
2 years to 5 years	0%	50%	5,500	16%
5 years to 10 years	0%	75%	6,500	19%
10 years and above	25%	90%	9,465	27%
			34,580	100%

Investments	Counter-party Limit £000s	Balance b/f 1 April 2023 £000s	Repaid £000s	Made £000s	Net Movement £000s	Actual 29 February 2024 £000s
Authority's Banker: Barclays Bank	5,000	1,176	0	0	1,812	2,988
SMBC Bank International PLC	2,000	0	(29,500)	31,500	2,000	2,000
Standard Chartered Bank – Sustainable	2,000	0	(12,000)	12,000	0	0
DMO (Debt Management Office)	Unlimited	0	(21,500)	21,500	0	0
		1,176	(63,000)	65,000	3,812	4,988

Interest Rate Exposure as at 29 February 2024	Total £000s	Variable £000s	Fixed £000s
Outstanding Loans	34,580	0	34,580
Less Investments	4,988	0	4,988
Net Outstanding Principal	29,592	0	29,592
Upper Limit on outstanding principal		5%	120%
Upper Limit		1,480	35,510

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The report is Not Exempt	
The report is for Information	
REPORT TO: RESOURCE MANAGEMENT COMMITTEE	MEETING DATE: 15/04/24

SUBJECT: PEOPLE AND WELL-BEING UPDATE REPORT

PURPOSE OF REPORT AND REASON FOR RECOMMENDATION(S):
To provide Resource Management Committee Members with an update on Human Resources key areas for information purposes only.

EXECUTIVE SUMMARY
This report provides Members with an update on various Human Resources key areas during the period October 2023 to March 2024.

RECOMMENDATIONS:
Members are asked to note the People and Well-being Update Report.

REPORT APPROVAL	
Clerk / Monitoring Officer:	Comments: Approved
Relevant Director:	Comments: Approved
Section 151 Officer/Treasurer:	Comments: Approved
Chief Fire Officer / Deputy Chief Fire Officer	Comments: Approved

ACCESS TO INFORMATION LIST OF BACKGROUND PAPERS USED IN THE PREPARATION OF THIS REPORT: N/A
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Presenting the Report:	Mr Mydrian Harries Assistant Chief Officer – Director of Resources
Report Author(s) and Designation	Mr Mark Miles Head of Human Resources
Date original report written	22/03/2024

Mae'r Adroddiad Heb ei eithrio

Mae'r Adroddiad ER GWYBODAETH

**ADRODDIAD I'R: PWYLLGOR RHEOLI
ADNODDAU**

DYDDIAD Y CYFARFOD:
15/04/24

**TESTUN: DIWEDDARIAD CHWARTEROL AC ADRODDIAD Y SEFYDLIAD AR
ADNODDAU DYNOL FEL YR OEDD AR 31 RHAGFYR 2021**

**DIBEN YR ADRODDIAD A'R RHESWM DROS YR
ARGYMHELLIAD/ARGYMHELLION:**

Rhoi diweddariad i Aelodau'r Pwyllgor Rheoli Adnoddau ar ffrydiau gwaith Adnoddau Dynol, a hynny er gwybodaeth yn unig.

CRYNODEB:

Mae'r adroddiad hwn yn rhoi diweddariad i'r Aelodau ar ffrydiau gwaith amrywiol Adnoddau Dynol yn ystod y cyfnod rhwng mis Hydref a mis Rhagfyr 2021. Mae'n cynnwys mentrau sydd wedi'u cwblhau a'r rhai sy'n mynd rhagddynt.

ARGYMHELLION:

Gofynnir i'r Aelodau nodi'r Diweddariad Chwarterol ac Adroddiad y Sefydliad ar Adnoddau Dynol.

CYMERADWYO'R ADRODDIAD

Clerc:

Sylwadau: Cymeradwywyd

Cyfarwyddwr berthnasol:

Sylwadau: Cymeradwywyd

Swyddog Adran 151/Trysorydd:

Sylwadau: Cymeradwywyd

**Prif Swyddog Tân /
Dirprwy Brif Swyddog Tân**

Sylwadau: Cymeradwywyd

**PAPURAU CEFNDIR A DDEFNYDDIWDYD WRTH BARATOI'R ADRODDIAD HWN:
Amherthnasol**

Yn cyflwyno'r Adroddiad:

Mydrian Harries

Awdur(on) yr Adroddiad a'u Swyddi

Mark Miles

Dyddiad yr ysgrifennwyd yr adroddiad
gwreiddiol

22/03/2024

**RESOURCE MANAGEMENT COMMITTEE
15 APRIL 2024
PEOPLE AND WELL-BEING UPDATE REPORT**

1 Executive Summary

This report provides Members with an update on various Human Resources key areas during the period October 2023 to March 2024.

2 National/Wales Position

Whilst this report is specific to Mid and West Wales Fire and Rescue Service, the Human Resources Department is committed to collaboration where there are clear benefits to doing so by way of the All-Wales HR Managers Group, All Wales Equality Diversity and Inclusion Group, All Wales Pensions Group, and All Wales People and Organisational Development Group.

3 Mid and West Wales Fire and Rescue Service Current Position

Current HR activities (although not exhaustive) and an establishment update is set out in section 13.

4 Proposal

This report is for information only.

5 Service Commitments, Improvement Objectives and Well-being goals

A Well-being Update is also submitted in section 13 below.

6 Financial/Procurement Implications

Considered, but not deemed relevant to the report – for information only.

7 Risk Assessment/Legal and Compliance Implications

Considered, but not deemed relevant to the report – for information only.

8 Fire Authority Governance Implications

This Report is in accordance with the terms and reference of the Committee as detailed in Article 6 of the Fire Authority Constitution.

9 Equality and Diversity, including the Socio-economic Duty and Welsh Language Standards implications

Neurodiversity disclosures have decreased across the Service since the last reporting period. A summary of new and current cases are detailed below.

Disclosures this reporting period (dyslexia, ADHD, Autism)	3
College Dyslexia assessments this reporting period	1
Total number of disclosures within the Service	126

10 Data Protection and Privacy Issues

All personal and sensitive information is processed in accordance with Data Protection legislation and the Service's policies and procedures, which are regularly reviewed.

11 Consultation and Communication

Consultation is undertaken with trade unions as required for any matters through the recognised consultation process. Communication and employee engagement takes place as standard practice.

12 Prevention, Protection and Response Implications

Effective workforce planning ensures the Service has the necessary number of employees with the appropriate skills to meet service delivery requirements. Current challenges with the recruitment and retention of support staff could impact on service delivery, although every effort is being made to mitigate impacts insofar as possible.

13 Human Resource and People Development Implications

13.1 Establishment

The Service's substantive establishment is 1357. A summary for each employment type is given below as of 21 March 2024:

	Establishment	Working Establishment *	Headcount
Wholetime	400	409	415
On-Call	702	n/a	674 (566.75 FTE)
Control	23	n/a	30 (28 FTE)
Support Staff	232	251	237 (226.90 FTE)

*The Service also has in place several externally funded posts such as New Dimensions and Urban Search and Rescue, which are funded by Welsh Government, together with several long-term project roles to deliver on initiatives such as the Service Innovation Strategies.

13.2 Equal Opportunities Profile

13.2.1 Gender

	Wholetime	On Call	Control	Support Staff	TOTAL
Male	371	624	14	97	1106
Female	44	50	16	140	250

13.2.2 Age

	Wholetime	On Call	Control	Support	TOTAL
18-24	11	54	0	11	76
25-34	97	183	7	37	324
35-44	128	224	13	71	436
45-54	157	146	6	59	368
55-64	22	64	4	51	141
65+	0	3	0	8	11

All other equality data are reported in the Annual Equality Report at the end of March each year.

13.3 Turnover

Starters (April 2023 – March 2024)

	Wholetime	On-Call	Control	Support Staff
Male	24	65	2	15
Female	5	8	2	22

Leavers (April 2023 – March 2024)

	Wholetime	On-Call	Control	Support Staff
Retirement	9	4	1	1
Ill Health Retirement	1	2	0	0
Resignation	5	59	0	18
Other reason	0	3	0	2

It is not possible to factor retirements into future recruitment and resourcing plans as accurately as in the past due to the removal of the compulsory retirement age.

Note:

- The normal retirement age for the Firefighter Pension Scheme (Wholetime and On Call personnel) is 60 years old.
- The normal retirement age for the Local Government Pension Scheme (Support and Control personnel) is state pension age.

Turnover rates in % (actual number of personnel)

(does not include retirements or ill-health retirements)

	Wholetime	On-Call	Control	Support Staff
Jan – Mar 2024	1.46% (6)	2.5% (17)	0%	2.9% (7)
Oct – Dec 2023	0.98% (4)	1.36% (9)	3.33% (1)	0.84% (2)
Jul – Sept 2023	0.25% (1)	2.41% (16)	0%	2.12% (5)

Apr – Jun 2023	0.98% (4)	3.00% (20)	0%	2.55% (6)
Jan – Mar 2023	3.88% (16)	2.85% (19)	0%	4.25% (6)
Oct – Dec 2022	0.48% (2)	1.49% (10)	0%	3.03% (7)
Jul – Sept 2022	1.66% (7)	2.96% (20)	4.65% (1)	2.72% (6)
Apr– Jun 2022	1.43% (6)	1.62% (11)	4.44% (1)	5.58% (12)

13.4 Recruitment Profile

13.4.1 Wholetime recruitment

The latest Wholetime recruitment campaign concluded in December 2023.

The breakdown of the number of applicants who were interviewed and successfully passed are as follows:-

Number interviewed (6 questions and group action learning set)	171
Which include:-	
Female	12
Male	157
Prefer not to say	2
Agreed that individual had to pass 5 questions and group action learning set	
Number who passed	47
Which include:-	
Female	6
Male	41

The first cohort (On Call conversion course x 12) commenced their wholetime employment on 25 January 2024 and undertook an 8-week course. All 12 recruits successfully completed the course and are now on their allocated stations.

A second cohort (members of the public x 12) are scheduled to commence employment on 17 April 2024 for a 14-week course.

A further 23 individuals have been placed on a holding list for the next 12 months.

13.4.2 On-Call Recruitment Profile

Since April 2023, 73 On-Call recruits have been employed. There are presently 60 applicants who have expressed an interest in becoming an On Call Firefighter and are subject to the appropriate selection assessments prior to being deemed suitable for employment.

Applicants are split across Divisional areas as follows:

	Total	Gender	
		Male	Female
Northern Division			
Powys	17	15	02
Ceredigion	04	03	01

Western Division			
Carmarthenshire	09	07	02
Pembrokeshire	15	14	01
Southern Division			
Swansea	04	04	00
Neath Port Talbot	11	09	02

60 individuals are in the recruitment process:

- 15 have been invited to Assessment Days during coming months.
- 14 individuals have been allocated On-Call Recruit Initial courses (i.e. they have passed all pre-employment checks and are on target for courses in April 2024).
- Another 31 applicants are either subject to satisfactory medical clearance; practical and physical re-assessment; or their hours of availability are being considered at local level (at the time of writing).

13.4.3 Support Staff Recruitment and Retention

As reported previously, the Service, together with many other public sector and private sector organisations is experiencing continued challenges with the recruitment and retention of support staff. The Service is taking steps to improve recruitment and retention through completion of a Job Evaluation exercise, and has recently completed a review of procedures covering flexible working arrangements, and flexible working hours arrangements. The Service's employee benefit schemes are also under review, with a new provider, Edenred, recently going live.

13.5 Professional Standards & Behaviour Related Complaints

13.5.1 Professional Standards and Key Case Investigations

Since the launch of Speak Up, the Service's staff independent reporting line on Thursday 14 September 2023 there have been 14 complaints received. As clarified previously, the line provides a safe space for staff to speak up when something isn't right. Fire and Rescue Service Speak Up is run by Crimestoppers, and allows staff to anonymously report any workplace issues of concern including the following:

- Discrimination and harassment;
- Misogyny and violence against women and girls;
- Health and safety breaches;
- Fraud and corruption;
- Poor or unsafe working practices.

A summary of cases arising between 01 April 2023 and 31 March 2024 can be seen at **Appendix A**, which includes internal matters arising (including grievances), external complaints and Speak-Up reports, where the alleged misconduct relates to behaviour which may not align with the expected professional standards within the Service.

13.6 Firefighter Pension Scheme Activity

13.6.1 McCloud / Sargeant Remedy

The Firefighters Pensions (Remediable Service) (Wales) Regulations 2023 were laid and came into force on 01 October 2023 to make provision for Scheme Managers to implement the changes necessary and these are required to be completed within an 18-month period. The Regulations place all eligible active employees back into their legacy schemes for the period 01 April 2015 to 31 March 2022 and offer a choice of legacy scheme or reformed. The Regulations not only affect current employees but include former employees who are deemed eligible members. The Service has identified and communicated with all members considered to be in-scope.

A detailed review of each payroll and pension record is required to ensure that each element of pay is correctly treated for pension purposes. The employee's pension contribution will also require adjustment and arrangement is made within the Regulations for the treatment of tax relief on such contributions. The work is concluded through the provision and actioning of a Remediable Service Statement (RSS) for each eligible member.

The Local Government Association (LGA) commissioned an external agency to provide templates for the various Remediable Service Statements (RSS) that will be required to be used by all Fire and Rescue Authorities (FRAs). The LGA shared the template with the three Services in Wales to enable an "All Wales" RSS to be developed so that it meets the needs of the Firefighter Pension Schemes' in Wales. The three Service's in Wales have agreed on the RSS templates, and they have been issued to the Administrators to ensure they are useable prior to them being issued to pension scheme members over the next few months.

In addition, the Government Actuary's Department released a calculator for FRAs to calculate contribution adjustments, including tax relief and interest, for members in-scope for remedy.

The calculator requires the inputting of contribution and tax data for the relevant remedy years (01 April 2015 to 31 March 2022) and works out the net money owed by members to the scheme for underpaid contributions, and compensation owed by the scheme to the member for overpaid contributions, where applicable.

For individuals retiring from 01 October 2023, who are known as Deferred Choice retirement cases, the GAD calculator has been used so that this can be included within the contribution adjustment in their benefit illustrations.

To date, 10 deferred choice retirement cases have been processed since 01 October 2023 and all lump sum and pension benefits were paid within the timescales set out in the Service Level Agreement.

Financial data in respect of members in the Firefighter Pension Scheme 1992 (FPS 1992) has been received by the Dyfed Pension Fund and work relating to the data to members of the Firefighter Pension Scheme 2007 is in progress.

13.6.2 Pension Entitlements for Retained Firefighters 2023

By way of providing some background, for many years, retained firefighters had no access to an occupational pension scheme. This did not change when the Part-time

Workers (Prevention of Less Favourable Treatment) Regulations 2000 were introduced as the National Employers held the view that the work of retained firefighters was not sufficiently comparable to that of wholetime firefighters.

This was subsequently overturned following the case of Matthews v Kent and Medway Towns Fire Authority (Matthews) and as a result the Firefighters' Pension Scheme (Wales) Amendment Order 2014 created a "modified scheme" for retained firefighters. Retained firefighters were permitted to join the scheme retrospectively and purchase past service from 01 July 2000 onwards.

More recently, a review took place on the pension's aspect of the Matthews case, following the European Court of Justice's decision in O'Brien v Ministry of Justice concerning fee paid judges in the Judicial Pension Scheme. The judgment held that remedy could extend back before the Part-Time Workers Directive was required to be implemented on 07 April 2000. As a binding judgement, the finding applied across all such claims and therefore the UK Government recognised the right applied to retained claims also.

On 14 July 2023 the Welsh Government who have devolved responsibility for the Firefighters' Pension Scheme(s) in Wales (except the 1992 scheme) released a consultation on amendments to the Firefighter Pension Schemes in Wales to extend access to pension entitlement for retained firefighters with pre 2000 service. The Service submitted the response to the consultation on 06 October 2023 as agreed at the Local Pension Board on 04 October 2023.

The Service identified 706 eligible individuals in scope for this exercise and they have been notified of their entitlement to join the scheme in line with the necessary timescales. The Service now has 3 months to provide individuals who return their expression of interest form with the appropriate information in terms of the cost and the benefits it will buy them within the Scheme. However, the Service has been notified by the Welsh Government that we are still waiting for the Government Actuary Department (GAD) to provide the calculator to the three Service's in Wales.

13.6.3 Complaints outstanding with the Pensions Ombudsman

There is 1 complaint still outstanding with the Pension Ombudsman which relates to the Service not recalculating an individual's Cash Equivalent Transfer Value (CETV) (issued in 2010) following the High Court Judgement on Pensionable Pay within the Firefighter Pension Schemes. The Service has received communication from the Pension Ombudsman on 16 February 2024 to advise that the complaint is awaiting to be allocated to an Adjudicator, which should be within the next 2-3 months. Once the Adjudicator has made their decision the Service will be advised

13.6.4 Internal Dispute Resolution Procedures Stage 1 and Stage 2 Applications

There has been one Stage 1 application received on 02 November 2023. The complaint related to incorrect pension accrual information being provided to a member which led to the member handing in their notice to retire under the rule of 75 (Age 50 and 25 Years Service), earlier than required to be eligible for payment of benefits. The matter was considered by the Chief Fire Officer who responded on 24 November 2023 and in view of the circumstances partly upheld the complaint exercising a discretion to place the member on unpaid leave with the Service meeting the employer contribution costs during that period enabling the member to retire and draw pension benefits as intended.

13.6.5 Appeals referred to the Board of Medical Referees

There has been 1 Appeal received during the reporting period which related to the Authority not recognising a qualifying injury. However, the Appeal was submitted back to the Independent Qualified Medical Practitioner (IQMP) for review under Regulation 163 of the Firefighters' Pension Scheme (Wales) 2015, the Regulations allow that the original IQMP should be given the opportunity of reviewing the original opinion in light of the Appeal documentation received, prior to the Appeal being forwarded to the Board of Medical Referees. The Appeal was submitted back to the IQMP for review on 18 January 2024 and the IQMP's determination has been reported to the complainant.

13.7 Health and Wellbeing

Shift days lost per person for Welsh Fire Services for the reporting period 2022/2023:

Fire Service	Wholetime	Control	Non-Ops
North Wales	9.10	8.07	11.15
South Wales	14.58	47.97	15.68
Mid and West Wales	10.82	13.75	10.07

Mid and West Wales FRS only:

Year v Year: February 2024	2023/2024	2022/2023	Actual 2021/2022 EoY
Shifts lost per FTE	9.36	9.84	-
End of Year Prediction	10.21	10.74	8.88

February 2024	Total Days Lost	Musculoskeletal	Mental Health	Respiratory	Gastrointestinal	Other
Total for	7,359	2,432	1,627	1,034	494	1,772
Current Year						
2023/2024						
Total 2022/2023	8,601	2,831	1,334	1,823	570	2,043
Total 2021/2022	8,789	2,642	2,158	2,403	244	1,342
Total 2020/21	4,236	1348	1106	1782	112	877
Total 2019/20	6,179	1497	2547	585	328	1,222
Total 2018/19	6776	2114	1936	699	368	1,659
Total 2017/18	5,520	2057	1314	789	385	975
Total		30%	20%	13%	6%	
Percentage						

*Sickness absence – Major Causes

Occupational Health Clinics

Occupational Health Nurse clinics	55
Pre-employment clinics for new recruits	28
Occupational Health Doctor clinics	44

*Within this reporting period

Fitness Testing

Satisfactory	Unsatisfactory	Pass
979	5	99.65

*As at 25th March 2024

14 **Information and Communications Technology (ICT) / ICT Strategic Advisory Team (ISAT) Implications**

Considered, but not deemed relevant to this report.

15 **Estates Implications**

Considered, but not deemed relevant to this report.

16 **Fleet, Engineering and Logistics Implications**

Considered, but not deemed relevant to this report.

17 **Evaluation**

Considered, but not deemed relevant to this report.

18 **Recommendations**

Members are asked to note the People and Well-Being Update Report.

Appendix A

Reporting period 01 April 2023 to 31 March 2024 (date arising) including on-going cases (to-date)

Internal Matters arising (including Grievances), External Complaints and Speak-Up Reports

Nature	Internal matter	Number of employees involved	External Complaint	Number of employees involved
Misogynistic nature	1 (1 x Speak Up)	1	1	1
Bullying and Harassment	0	0	1	1
Racist nature (workplace related)	2* (1 x Speak Up)	3	0	0
Sexist nature (including male-female, and female-male) (workplace related)	(1) (1 x Speak Up)	1	(2)	2
Sexist nature (including male-female, and female-male) (outside workplace)	0	0	1	1 (1 x Crew/US)
Homophobic nature	0	0	0	0
Sexual nature (workplace related)	3 (2 x Speak Up)	3 (1 x Crew/US)	(1*)	1
Sexual nature (range of allegations including Section 5) (outside workplace)	0	0	5	5
Child related (abuse/neglect/Section 5)	0	0	0	0
Drug or Alcohol related	3 (3 x Speak Up)	3	1	1
Damage to Property	0	0	3	3 (3 x Crew/US)
Nepotism	1 (1 x Speak Up)	1	0	0
Other inappropriate comments or behaviour (workplace related)	(9*) (4 x Speak Up)	11	6	6 (1 x Crew/US)
Other inappropriate comments or behaviour (outside workplace) including Section 5	5 (2 x Speak Up)	5	14*	15 (5 x Crew/US)
Driving related (workplace related)	0	0	2	2
Driving related (outside workplace)	0	0	0	0
TOTAL	24 (see () below) (15 x Speak Up)	TOTAL = 28	37 (see () below)	TOTAL = 38

*=Includes multiple individuals in one complaint.

()=Linked complaint covering two different criteria, therefore true totals are one less for Internal and External

(Crew/US=not specific to individual employee)

Outcomes

18 x On-going

31 x No further action following investigation (no evidence to support)

2 x No further action following investigation and drug or alcohol testing (no evidence to support)

2 x Informal action (discussion with manager)

2 x Written Warning

1 x Final Written Warning (+ Demotion)

2 x Resigned

3 x Resolved with property owner

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