

ROYAL BERKSHIRE FIRE AUTHORITY



COMMITTEE	AUDIT AND GOVERNANCE COMMITTEE
DATE OF MEETING	27 JANUARY 2020
SUBJECT	ROYAL BERKSHIRE FIRE AUTHORITY – PAY POLICY STATEMENT 2020/2021
LEAD OFFICER	BECCI JEFFERIES, HEAD OF HR&L&D
LEAD MEMBER	N/A
EXEMPT INFORMATION	NONE
ACTION	NOTE AND RECOMMEND

1. **EXECUTIVE SUMMARY**

- 1.1 Section 38 (1) of the Localism Act 2011 requires Royal Berkshire Fire Authority to prepare and publish a Pay Policy Statement each financial year. This statement includes information on remuneration for all staff as defined by the Act.

2. **RECOMMENDATION**

That Audit and Governance Committee:

- 2.1 Considers the content of the draft Pay Policy Statement for 2020/2021 and makes any further amendments they consider appropriate; and
- 2.2 Note and Recommend the Fire Authority approve the Pay Policy Statement for 2020/2021 subject to any further amendments considered appropriate as outlined in section 3.7 and 3.8 below.

3. **REPORT**

- 3.1 Sections 38 to 43 of the Localism Act 2011 require that relevant authorities in England prepare a Pay Policy Statement for each financial year. Pay Policy Statements must be approved by a meeting of the full Fire Authority and subsequently published.
- 3.2 A draft Pay Policy Statement for the Royal Berkshire Fire Authority (RBFA) for the forthcoming year (2020/2021) is drafted (Appendix A) taking into account guidance issued by the Department of Communities and Local Government Transparency Code 2014 and the Local Transparency Publishing

Organisational Information guidance provided by the Local Government Association in 2015.

- 3.3 Whilst it has not been necessary to amend the format of the Pay Policy Statement for 2020/21, a number of updates have been included and are detailed below.
- 3.4 This includes reference to the new Watch Based Station Managers and that they receive an allowance.
- 3.5 Reference to the one-off payment to Flexible Duty Officers for transferring to a new rota arrangement.
- 3.6 Reference to the completion of the equal pay audit in 2019/20.
- 3.7 A consultation process is currently underway to move three individuals who were transferred to RBFRS under the Transfer of Undertakings (TUPE) Regulations 2006 (as amended by the 'Collective Redundancies and Transfer of Undertakings (Protection of Employment) (Amendment) Regulations of 2014) to RBFA terms and conditions. Subject to completion of this exercise, the Pay Policy Statement will be amended by officers, to reflect the change including the addition of any market pay supplement paid to these individuals, prior to Fire Authority Approval.
- 3.8 On 18 December 2019 fire and rescue services were advised of the interim order on remedy for the transitional protection pension claims and that the Home Office would be required to provide guidance on its implementation. This guidance is not yet available and therefore the pensions section of the statement cannot yet be updated to reflect any new arrangements. Should clarity on this position arise prior to Fire Authority approval of the Pay Policy Statement, it is proposed that officers amend this section accordingly.

4. CONTRIBUTION TO STRATEGIC COMMITMENTS

- 4.1 Commitment 5 – We will ensure that Royal Berkshire Fire and Rescue Service provides good value for money.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no direct financial implications arising from this report.

6. LEGAL IMPLICATIONS

- 6.1 This report is prepared to enable Royal Berkshire Fire Authority to meet its obligations under Sections 38 to 43 of the Localism Act 2011 and the Local Transparency Code 2015 and in accordance with issued Government guidance.
- 6.2 The Pay Policy Statement must be approved by the full Fire Authority and therefore if there are any changes, these will be made before it is presented to at the Fire Authority meeting on 14 February 2020.

7. EQUALITY AND DIVERSITY IMPLICATIONS

7.1 There are no direct equality issues arising from this report.

8. RISK IMPLICATIONS

8.1 There are no significant risk management issues arising from this report.

9. CONSISTENCY WITH DUTY TO COLLABORATE

9.1 N/A

10. PRINCIPAL CONSULTATION

The following individuals have been consulted in preparation of this report.

10.1 Monitoring Officer

10.2 Head of Finance and Procurement

10.3 Chief Fire Officer

11. BACKGROUND PAPERS

11.1 Localism Act 2011

11.2 Openness and Accountability in Local Pay, Guidance under Section 40 of the Localism Act, February 2012, Department for Communities and Local Government.

11.3 Openness and Accountability in Local Pay, Guidance under Section 40 of the Localism Act, February 2013, Supplementary Guidance, Department for Communities and Local Government.

11.4 Hutton Review of Fair Pay in the Public Sector: Final Report, March 2011

11.5 Pay Policy and Practice in Local Authorities – A guide for Councillors, Local Government Association (January 2013) issued November 2013 to Local Authority Chairs

11.6 Local Government Transparency Code 2014 – Department for Communities and Local Government, October 2014.

11.7 Local Transparency Publishing Organisational Information - Local Government Association 30 November 2015

12. APPENDICES

12.1 Royal Berkshire Fire Authority Pay Policy Statement 2020/2021.

13. CONTACT DETAILS

13.1 Becci Jefferies

Head of Human Resources and Learning and Development

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