

# ROYAL BERKSHIRE FIRE AUTHORITY



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| <b>COMMITTEE</b>          | <b>AUDIT AND GOVERNANCE COMMITTEE</b>  |
| <b>DATE OF MEETING</b>    | <b>11 DECEMBER 2018</b>  |
| <b>SUBJECT</b>            | <b>ROYAL BERKSHIRE FIRE AUTHORITY – PAY POLICY STATEMENT 2019/20</b>             |
| <b>LEAD OFFICER</b>       | <b>BECCI JEFFERIES, HEAD OF HUMAN RESOURCES &amp; LEARNING &amp; DEVELOPMENT</b> |
| <b>LEAD MEMBER</b>        | <b>N/A</b>   |
| <b>EXEMPT INFORMATION</b> | <b>NONE</b>  |
| <b>ACTION</b>             | <b>NOTE AND RECOMMEND</b>  |

## **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 the Audit and Governance Committee:

- 2.1 **Considers** the content of the draft Pay Policy Statement for 2019/20 and make any further amendments they consider appropriate; and
- 2.2 **Note and Recommend** the Fire Authority approve the Pay Policy Statement for 2019/20, subject to Members' comments and the required updates as detailed in sections 3.6, 3.7 and 3.8.

## **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 (2019/20) is drafted (Appendix A) taking into account

guidance issued by the Department of Communities and Local Government in February 2012 and Supplementary Guidance in February 2013. The draft statement also takes account of the 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 2019/20, a number of updates have been included and are detailed below. Figures used for the statement are those as at 31 October 2018.
- 3.4 The NJC issued a Pay Agreement for 2018-19 that introduced a two percent pay increase for staff on Local Government Service conditions effective from 1 April 2018. This included the introduction of new spinal column points (SCPs) effective from 1 April 2019 to address the impact of changes to the National Living Wage. RBFA is currently undertaking a mapping exercise to assimilate Green Book staff to a new SCP structure to ensure no detrimental impact on staff or creating an additional salary cost to the Authority.
- 3.5 Details of the apprenticeship pay scales have been included in the 2019/20 Pay Policy Statement.
- 3.6 Following a decision by the Management Committee in October 2018, a consultation exercise will be undertaken on reducing the redundancy provisions available to those with access to the Local Government Pension Scheme. Subject to the outcome of this consultation, the Pay Policy Statement will be altered to reflect the change from two times statutory weeks based on actual pay to one and half times statutory weeks based on actual pay.
- 3.7 Following completion of an equal pay audit, scheduled to take place in 2018/2019, there will be a requirement to amend the Pay Policy Statement to reflect the position at the date of publication.
- 3.8 Employer contribution rates for the Firefighter pension schemes for 2019 are currently unknown but indications suggest there will be a significant increase, which will be updated in the Pay Policy Statement to reflect the situation at the time of publication.
- 3.9 Subject to any further amendment the Audit and Governance Committee may wish to make, officers recommend that the Audit and Governance Committee agrees the contents of the Pay Policy Statement for 2019/20 and recommends that the Fire Authority adopt the Pay Policy Statement for 2019/20 as set out in Appendix A.

#### **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.

## **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 Chief Fire Officer

- 10.2 Chief Finance Officer

- 10.3 Monitoring 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 2019/20.

**13. CONTACT DETAILS**

13.1 Becci Jefferies  
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