

Purpose: Approval

Date 3 APRIL 2019

Title **HFRS PAY POLICY STATEMENT**



**HAMP SHIRE
FIRE AND
RESCUE
AUTHORITY**

Report of Chief Fire Officer

1. Relevant authorities are required by section 38(1) of the Localism Act 2011 (openness and accountability in local pay) to prepare a Pay Policy Statement. Hampshire Fire and Rescue Service (HFRS) falls within the definition of a relevant authority and as such is required to prepare and publish a Pay Policy Statement.
2. Under the terms of the Localism Act, the Pay Policy Statement must be considered at a full meeting of Hampshire Fire and Rescue Authority (HFRA) and cannot be delegated to any sub-committee.
3. The Pay Policy Statement attached at **Appendix A** is correct at the time of writing for the 2019/20 financial year. It will need to be updated throughout the financial year if there is a pay review/award, as this will change the details of the financial content and the corresponding assessment of multiples.

BACKGROUND

4. Increased transparency about how taxpayers money is used, including in the pay and reward of public sector staff, is now a legislated requirement.
5. A Pay Policy Statement for a financial year must set out the Authority's policies for the financial year relating to:
 - (a) the remuneration of its chief officers
 - (b) remuneration of chief officers on recruitment
 - (c) the remuneration of its lowest-paid employees, and the relationship between the remuneration of its chief officers, and the remuneration of its employees who are not chief officers
 - (d) increases and additions to remuneration for each chief officer
 - (e) the use of performance-related pay for chief officers
 - (f) the use of bonuses for chief officers
 - (g) the approach to the payment of chief officers on their ceasing to hold office under or to be employed by the authority, and the publication of and access to information relating to remuneration of chief officers
 - (h) the definition of "lowest paid employees" adopted by the authority for the purposes of the statement, and the authority's reasons for adopting that definition.

6. For information the definition of 'Chief Officers' as set out in the Localism Act, is not limited to Heads of Paid Service or statutory Chief Officers. It also includes those who report directly to them, such as the Deputy Chief Fire Officer.
7. The Act sets out the minimum information authorities are required to include in the Pay Policy Statements. Authorities can consider extending this pending their own structure. Therefore Hampshire Fire and Rescue Services (HFRS) has extended its Pay Policy Statement to include all those roles within the Executive Group.
8. Approved Pay Policy Statements must be published on Hampshire Fire and Rescue Service's website as soon as is reasonably practicable after they are approved or amended.

SUPPORTING OUR SERVICE PLAN AND PRIORITIES

9. Approval and publication of the Pay Policy Statement discharges our obligations under the Localism Act 2011.

CONSULTATION

10. There is no requirement to conduct consultation on the content of the Pay Policy Statement. However, in the interests of being open, transparent and providing accountability in local pay, once approved the Pay Policy Statement must be published on the Service website as soon as is reasonably practicable.

RESOURCE IMPLICATIONS

11. Other than staff time preparing figures and writing reports, no other resource implications have been identified.

ENVIRONMENTAL AND SUSTAINABILITY IMPACT ASSESSMENT

12. There are no positive or negative impacts to the environment or sustainability which may result due to this proposal.

LEGAL IMPLICATIONS

13. Under section 38(1) of the Localism Act 2011 (openness and accountability in local pay), Hampshire Fire and Rescue Service is required to prepare and publish a Pay Policy Statement.

EQUALITY IMPACT ASSESSMENT

14. The proposals in this report are considered compatible with the provisions of equality and human rights legislation.

OPTIONS

15. To approve the Pay Policy Statement at Appendix A.
16. To not approve the Pay Policy Statement. This option is not recommended due to the requirement for HFRS to prepare and publish a Pay Policy Statement annually under Section 38(1) of the Localism Act 2011.

RISK ANALYSIS

17. This report recommendation meets our obligations under Section 38(1) of the Localism Act 2011. There are no other organisational risks associated with this decision.

CONCLUSION

18. In accordance with section 38(1) of the Localism Act 2011 (openness and accountability in local pay), HFRS submits the Pay Policy Statement at Appendix A for consideration and approval by HFRA.

RECOMMENDATION

19. That the Pay Policy Statement at Appendix A be approved by Hampshire Fire and Rescue Authority

APPENDICES ATTACHED

20. Hampshire Fire and Rescue Service Pay Policy Statement 2019/20

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