

SOUTH YORKSHIRE FIRE & RESCUE AUTHORITY

Meeting	FIRE AND RESCUE AUTHORITY
Meeting Date	15 APRIL 2024
Report of	CHIEF FIRE OFFICER & CHIEF EXECUTIVE
Report Sponsor(s)	DIRECTOR OF PEOPLE & CULTURE
Subject	PAY POLICY STATEMENT 2024/25

EXECUTIVE SUMMARY

This report provides the revised Pay Policy Statement for the Authority for 2024/25 for consideration of the full Authority, as required under the Localism Act 2011.

RECOMMENDATION

Members are recommended to:-

- a. Approve the attached Pay Policy Statement for 2024/25
- b. Consider whether the Authority wishes to continue the commitment to the Real Living Wage.
- c. Consider whether the Pay Policy Statement should be produced as at 31 December each year (rather than 31 March) to take into account the different dates for pay awards for different staff groups.

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Appendix A – Pay Policy Statement 2024

BACKGROUND

1. Sections 38 to 43 of the Localism Act 2011 set out the requirement to prepare Pay Policy Statements, detailing the pay, including remuneration, performance related pay, bonuses and any other allowances, of senior staff ('chief officers') and the lowest paid employees and the relationships between them.
2. Guidance issued stated that the statement should be reviewed each financial year and approved by the Fire Authority. Currently the annual pay reviews for each staff group are on the following dates, although these can often be delayed due to the negotiation process and can impact on the data presented:

Gold Book - 1 January
Green Book - 1 April
Grey Book - 1 July
3. The definition of chief officers under section 43(2) of the Act is not limited to Head of Paid Service or statutory chief officers. It also includes those who report directly to them (non-statutory chief officers), to their direct reports (Deputy Chief Fire Officers).
4. The updated Pay Policy Statement for South Yorkshire Fire and Rescue Authority is set out at **Appendix A** for Members' consideration.
 - Definition of "Median": Middle point of a number set divided by two.
5. Under the Act, and guidance issued by the Secretary of State for consideration in preparing the Statement, the following must be included or considered:
 - Policies for the highest paid staff set alongside those for the lowest paid staff.
 - The Authority's view on what it expects the relationship between the two to be.
 - Consideration is given to Hutton's recommendation that a policy for the attainment of the desired pay multiple, i.e. the ratio between the highest paid employee and the mean average earnings across the organisation.
 - Clarity on the approach to the award of any other elements of senior remuneration, e.g. bonuses, performance-related pay and severance payments.
 - Consideration is given to an element of basic pay being 'at risk'; to be earned back each year through meeting pre-arranged objectives.
 - Similar to the point above, specific reference to the policy regarding the reward of chief officers, where they were previously employed by the authority and who, on ceasing to be employed by the authority, received a severance or redundancy payment from that authority, including any local policy toward those, who were later re-engaged as chief officers under a contract of services.
 - Reward for a chief officer already in receipt of a pension under the relevant scheme.
 - A definition of lowest paid that best reflects the local circumstances and an explanation of why that definition has been chosen.
6. The Pay Policy Statement attached includes all of the above, except where the Act stipulates "consideration".

7. The Localism Act 2011 requires that the Authority specifies its policy on maintaining or reaching a specific pay multiple within their broader policy. As set out in paragraph 4.1 above the differential between the CFO* and the lowest paid operational employee based on 1 July 2023 Grey Book Pay Rates (Firefighter Development – £28,310 [£26,962]** leads to a pay multiple of 6.51 [6.64].

The differential between the CFO* and the lowest paid corporate employee based on 1 April 2023 Green Book Pay Rates (Grade 2 – £23,114 [£21,189] leads to a minimum pay multiple of 7.97 [8.45].

The differential between the CFO* and the median pay value for operational employees based on 1 July 2023 Grey Book Pay Rates (Firefighter competent – £36,226 [£34,501] leads to a pay multiple of 5.09 [5.19].

The differential between the CFO* and the median pay value for corporate employees based on 1 April 2023 Green Book Pay Rates Grade 6 scp 19 £29,777 (Prev. Grade 5 scp 14 – [£25,409]) leads to a pay multiple of 6.19 [7.04].

** for the purpose of accuracy, the CFOs salary covers all elements of remuneration that can be valued.*

*** figures in brackets represent the previous years' salaries and pay multiples.*

****the above include the pay award for Gold Book staff (Brigade Managers) on 1 January 2024*

8. Pending approval by the Authority, this policy will in future be completed as at 31 December each year, to allow for the settlement of all annual pay reviews and for the comparisons to more accurately reflect the pay multiples.

CONTRIBUTION TO OUR ASPIRATIONS

- Be a great place to work-** we will create the right culture, values and behaviours to make this a brilliant place to work that is inclusive for all
- Put people first-** we will spend money carefully, use our resources wisely and collaborate with others to provide the best deal to the communities we serve
- Strive to be the best in everything we do-** we will work with others, make the most of technology and develop leaders to become the very best at what we can be

CONTRIBUTION TO SERVICE IMPROVEMENT

- [HMICFRS Inspection Framework e.g. Diagnostic area and/ or diagnostic questions](#)
- [SYFR Inspection report Areas for Improvement \(AFIs\)](#)
- [Fit for the Future Improvement Objectives](#)
- [Professional Standards for Fire & Rescue Services in England](#)
- [SYFR Service Plan 2023-24 Priorities](#)
- [SYFR Community Risk Management Plan 2021-24](#)

Pay policy statements offer an opportunity to provide the public with a clear justification of how their money is being used appropriately in the pay and reward of senior staff.

OPPORTUNITIES FOR COLLABORATION

- Yes
 No

If you have ticked 'Yes' please provide brief details in the box below and include the third party/parties it would involve:

CORPORATE RISK ASSESSMENT AND BUSINESS CONTINUITY IMPLICATIONS

9. Failure to produce/approve the annual pay policy statement would result in the Authority failing to meet the requirements of the Localism Act 2011.

EQUALITY IMPACT ASSESSMENT COMPLETED (tick relevant box)

- Yes

If you have ticked 'Yes' please complete the below comment boxes providing details as follows:

Summary of any Adverse Impacts Identified:	Key Mitigating Actions Proposed and Agreed:

- No
 N/A

If you have ticked 'No' or 'N/A' please complete the comments box below providing details of why an EqlA is not required/is outstanding:

Whilst there are many equality issues in relation to pay policies, this is not a policy in itself. It is a 'statement' and, therefore, legally does not require an Equality Analysis. However, any policy review or new policies related to pay will have appropriate Equality Analysis completed to ensure all equalities issues are addressed and risks mitigated.

HEALTH AND SAFETY RISK ASSESSMENT COMPLETED

- Yes
 No
 N/A

If you have ticked 'No' or 'N/A' please complete the comments box below providing details of why a Health and Safety Risk Assessment is not required/is outstanding:

Given the nature of the report, there is no Health and Safety risk assessment required.

SCHEME OF DELEGATION

10. Under the South Yorkshire Fire and Rescue Authority [Scheme of Delegation](#) a decision *is required / *has been approved at Service level.

- Delegated Power Yes
 No

If yes, please complete the comments box indicating under which delegated power.

This report is not submitted under delegated powers. It relates to the procedural / governance arrangements of the Authority.

IMPLICATIONS

11. Consider whether this report has any of the following implications and if so, address them below: Diversity, Financial, Asset Management, Environmental and Sustainability, Fleet, Communications, ICT, Health and Safety, Data Protection, Collaboration, Legal and Industrial Relations implications have been considered in compiling this report.

List of background documents		
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