

**CFRS**

**Policy**

**Additional Payment for Manager Standby Hours**

Introduction

In order to provide additional resilience to support the Enhanced Cover Watch Manager (ECWM) and Flexible Duty System (FDS) Rotas, this document sets out the formal agreement regarding remuneration and expectations. Following a pilot between 1st June 2015 and 31st January 2016, the FBU and FOA have formally agreed to the adoption of this Policy.

Scope

This policy covers Grey Book CFRS employees.

**Principles**

The purpose of this agreement is not to conflict with the existing duty system agreements, nor is it intended to replace the recall to duty policy. The purpose is to provide additional resilience and to provide clarity on voluntary additional standby hours that may be provided by Managers.

[Procedure](http://www.intouch.ccc/elibrary/Content/Intranet/536/671/5053/6001/41410105256.doc)

**Resilience**

1. The Service has a number of duty systems to provide Managerial operational cover across the county. In order to provide additional resilience Managers may, at times, be offered additional standby shifts to support effective and efficient working.
2. Any additional cover provided by Managers will be monitored to ensure the Working Time Regulations are complied with and will be on a purely voluntary basis.
3. Existing Grey hours will be expected to be used in the first instance and in accordance with the stated duty system policies. In addition, the Service will consider temporary promotions and acting up arrangements but at times may decide to offer additional shifts in order to provide the efficient operational cover.
4. The Head of Service Delivery will be responsible for overseeing this Policy and in collaboration with the Operational Commanders, will decide where and when voluntary overtime for standby duties is to be offered.

**Payment**

1. Payment is based on the grey book allowance for single rate plus enhancement (20% or 15% depending on duty system) divided by 4 to give a 1:4 standby ratio as per the Grey Book.
2. Payment will be made for the standby cover only. Payment will be based on the single time role rate for standby hours (plus enhancement rate) as detailed in the table below. 14.67 hours weekday (15.4 hours for ECWMs on the 1 in 5 rota) and 24 hours weekend shifts.
3. This payment will be a payment for the whole shift covered. Any positive hours worked during the additional cover will not subtract from the payment for standby and will attract plain time hour accrual and these will be added to time records and taken back in accordance with existing duty system agreements.
4. Table based on salary rates as at the time of this agreement. The rates will increase in accordance with any national pay increments. (Note: rates revised as of 1st July 2015).

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Role | Hourly Rate | + Stand by | FDS Allowance (20%) | | ECWM Allowance (15%) | | 15.6hr standby | | 14.33hr standby | | 24hr standby | |
|  |  |  | Basic | S/By  1:4 | Basic | S/By  1:4 |  | S/BY  Rate |  | S/BY  Rate |  | S/BY Rate |
| Enhanced Cover Watch Manager – 5 Week Rota | | | | | | | | | | | | |
| WMD | 15:33 | 2.30 |  |  | 17.63 | 4.41 |  | 68.76 |  |  |  | 105.84 |
| WMA | 15.75 | 2.36 |  |  | 18.11 | 4.53 |  | 70.67 |  |  |  | 108.72 |
| WMB | 16.78 | 2.52 |  |  | 19.30 | 4.83 |  | 75.35 |  |  |  | 115.92 |
| FDS – 4 Week Rota | | | | | | | | | | | | |
| SMD | 17.45 | 3.49 | 20.94 | 5.24 |  |  |  |  |  | 75.09 |  | 125.76 |
| SMA | 17.98 | 3.60 | 21.58 | 5.40 |  |  |  |  |  | 77.38 |  | 129.60 |
| SMB | 19.25 | 3.85 | 23.10 | 5.78 |  |  |  |  |  | 82.83 |  | 138.72 |

1. Personnel will be paid at the appropriate role rate applicable to their current contract of employment.
2. Where possible, the additional cover will be offered to those at the applicable role in the first instance. However, should there be insufficient volunteers; additional cover may be offered to the next level of Manager.
3. In accordance with grey book, if Group Managers work additional standby hours to cover a rota they will be remunerated at the SMB competent rate as detailed above.
4. No additional travel or subsistence payment will be paid to personnel covering overtime shifts and the existing policies around operational cover zones will remain.
5. If the Manager giving cover is unable to provide a base within the operational cover zone then they may be able to stay at an appropriate Fire Station, subject to approval from the Head of Service Delivery or in their absence the relevant Group Operational Commander.