



**Hampshire
& Isle of Wight**
FIRE & RESCUE SERVICE

Information Compliance Team

Headquarters
Leigh Road
Eastleigh
Hampshire
SO50 9SJ

Sent by email to:



t. 02380 644000
e. DP@hantsfire.gov.uk
w. hantsfire.gov.uk

Date: 30 January 2024

Our Reference: FOI 125 23-24

Enquiries to: Information Compliance Officer

Freedom of Information Act 2000

Dear 

We are writing in respect of your application for the release of information held by the Service, which we received on 20 December 2023 which you clarified on 3 January 2024. We can confirm that we have now completed our search for the information requested.

You asked:

I'd like to receive the following documents/information in regard to role that support the coordination and rescue of the public, specifically, I'd like to receive the following:

1) A copy of the staff handbook, that outline terms and conditions, including any guidance section (electronically as a PDF is sufficient).

Our answer:

Hampshire and Isle of Wight Fire and Rescue Service does not have a staff handbook for any of its roles. We do have policies and procedures outlining how our Service operates, but these are organisation wide documents. For example, we have a clear desk procedure that applies to all staff. Consequently, this information is not held as per Section 1 of the Freedom of Information Act 2000.

You asked:

2) Job Descriptions/Person Specifications for Front line Staff, including those that coordinate responses to rescue activity, including emergency call handlers.

Our answer:

We can confirm that we hold the information requested, please find it in the attached document entitled FOI 125 Fire and Rescue role maps.pdf.

You asked:

3) A breakdown of all applicable pay grades and ranges, including those on non-standard/TUPE other terms and conditions.

Our answer:

Please find this information in the attached document entitled FOI125 HIWFRS-Pay Scales.pdf.

You asked:

4) A list of associated shift allowances, specialist/expertise allowance or Recruitment & Retention Allowances (or similar allowances), including the values and the eligibility criteria.

Our answer:

Please find this information in the attached document entitled FOI125 Allowances and Expenses.pdf

You asked:

5) A list of staff benefits available to all staff within Hampshire & IOW Fire and Rescue Service, including any that are targeted solely at operational front line staff.

Our answer:

All employees can access:

Employee Assistance Programme via Health Assured
Fast-track physiotherapy and MRI scanning
Firefighters Charity
HIWFRS Sports and Social Association
Blue Light Card
Gymnasium facilities
Local Government Pension Scheme (Green Book roles administrative support staff only)
Firefighters Pension Scheme (Grey Book roles including Control and operational roles only)

You asked:

6) Details of the Employee and Employer Pension Contribution rates applicable to the roles above.

Our answer:

This information is publicly available and can be found here:

Firefighters Pension Scheme (FPS) – Grey Book:

- Employee pension contribution rates can be found here - <https://www.hants.gov.uk/hampshire-services/pensions/fire-rescue/fps-2015/join-scheme/join-rejoin#step-2>
- Employer pension contribution rate is 28.8%

Consequently, we are technically refusing to provide this information per Section 21 of the Freedom of Information Act 2000 as it is available to you via the above links.

The above concludes our investigation into this matter.

Any future correspondence with Hampshire and Isle of Wight Fire and Rescue Service in relation to this matter should be sent to the Information Compliance Officer at the above address.

If for whatever reason you are unhappy with our response you may request an internal review by contacting DP@hantsfire.gov.uk or by writing to the Data Protection Officer at the above address.

Should you remain dissatisfied you can appeal against the internal review decision by contacting the Information Commissioners Office. This can be done online at www.ico.org.uk/foicomplaints or by post to The Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.

Yours sincerely

Information Compliance Officer
Hampshire and Isle of Wight Fire and Rescue Service