

Hereford & Worcester Fire and Rescue Service

Pay Policy Statement

Introduction

Pay for all Hereford & Worcester Fire and Rescue Service (HWFRS) staff is determined by the Local Government Employers with the Employers' Sides of the National Joint Council for Local Authority Fire and Rescue Services, the Middle Managers' Negotiating Body, the NJC for Brigade Managers of Local Authority Fire and Rescue Services, the Fire and Rescue Authority locally and representative bodies nationally. Pay awards are considered annually for all staff.

Terms and conditions of employment for staff within the HWFRS pay framework are set nationally with any variations negotiated and agreed locally.

Non Uniformed Support Staff

The HWFRS pay framework for non-operational support staff was implemented in 2003 in line with national guidance, with the grade for each role being determined by the national Greater London Provincial Council (LGPC) Job Evaluation scheme. The Scheme was developed to support Local Authorities in carrying out their obligations under the national agreement on single status. The national agreement required all Local Authorities, and a number of other public sector employers, to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer.

The grading structure was reviewed in 2012 for non-uniformed senior management board posts.

For non-uniformed support staff any outcome of national consultations by the Local Government Employers in negotiation with the Trade Unions is applied in April each year.

Uniformed Staff

The HWFRS pay framework for operational staff was implemented in December 2003 following a rank-to-role exercise in line with National guidance, with the grade for each role being determined by a consistent job evaluation process.

For operational staff any outcome of national consultations by the Local Government Employers in negotiation with the Trade Unions is applied in July each year.

Chief Fire Officer /Chief Executive's Pay

The Chief Fire Officer/Chief Executive's pay is considered by the Fire and Rescue Authority. Account is taken of relevant available information, including the salaries of Chief Officers in other comparable Fire and Rescue Services nationally. To support the pay review, information may be provided on inflation, earnings growth and any significant considerations from elsewhere in the public sector. The last review of the Chief Fire Officer's pay was in September 2007.

The Authority has adopted the following pay levels for the Principal Officer team:

- Deputy Chief Fire Officer – 80% of CFO
- Assistant Chief Fire Officer – 75% of CFO
- Director of Finance and Assets – 80% of ACFO

The Treasurer is part of the Director of Finance and Assets' role for which an honorarium is paid and this is reviewed annually.

Latest National Pay Award

Annual pay awards take place as follows:

- Chief Officers - January
- Non-uniformed support staff - April
- Uniformed staff - July

The last annual pay award for these groups were as follows:

- Chief Officers - January 2009
- Non-uniformed support staff - April 2009
- Uniformed staff - July 2012

Appendix 2 details the remuneration relating to the above groups.

Appendix 2 Pay Grades 2013/14

Job	Remuneration	Pay Relationship to CFO	Salary Range	
			Min	Max
1. Head of Paid Service				
Chief Fire Officer / Chief Executive	£121,254	Set by Appointments Committee		
2. Statutory Chief Officer				
Treasurer (Part of Director of Finance and Assets role which includes a £3,000 honorarium for the additional responsibility of Treasurer)				
Monitoring Officer (Part of Head of Legal Services role)				
3. Non Statutory Chief Officer				
Deputy Chief Fire Officer (DCFO)	£97,003	0.80		
Assistant Chief Fire Officer (ACFO)	£90,940	0.75		
Director of Finance & Assets (excluding Treasurer role)	£72,752	0.60		
4. Deputy Chief Officer				
Area Commander Community Safety & Training	£71,234 *	0.59	£64,995	£71,234
Area Commander Operations	£71,234 *	0.59	£64,995	£71,234
Area Commander Operations Support	£71,234 *	0.59	£64,995	£71,234
Head of Legal Services	£53,256	0.44	£50,262	£53,256
Head of Assets	£50,262	0.41	£50,262	£53,256
Head of Corporate Services	£50,262	0.41	£50,262	£53,256
Head of Human Resources	£48,861 **	0.40	£45,195	£48,861
Finance Manager	£42,505	0.35	£41,616	£45,195
Executive Personal Assistant	£26,276	0.22	£24,626	£26,276
5. Lowest Paid Employees ***				
Uniformed				
Firefighter (Control)	£21,145	0.17	£20,301	£27,057
Non Uniformed				
Catering Assistant	£13,589	0.11	£12,489	£13,589
General Assistant	£13,589	0.11	£12,489	£13,589

Notes:

*** includes 20% allowance to provide out of hours fire cover on a continuous rota system**

Includes an additional 8% enhancement to provide a higher level of fire cover responsibility

**** Pay protected**

***** The lowest paid workers are paid in accordance with their job evaluation score which matches across to Scale 1 of the Service's Pay and Grading structure which is the lowest grade**

All statutory and non statutory Chief Officers excluding Finance Manager, Executive PA, are provided with a motor vehicle for work purposes. Any private use is chargeable.

All statutory and non statutory Chief Officers excluding Executive PA are provided with a mobile phone for work purposes. Any private use is chargeable.

Appendix 3 - Other Main Pay Grades

Grade	Pay Range Minimum	Pay Range Maximum	No. of Staff in Post
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Non Uniformed Pay Grades

PO7	£55,819	£59,237	0
PO6	£50,262	£53,256	3
PO5 (SMB))	£45,055	£47,906	2
PO5	£41,616	£45,195	3
PO4	£38,961	£41,616	1
PO3	£35,430	£38,042	0
PO2	£31,754	£34,549	2
PO1	£28,636	£30,851	12
SO2	£27,052	£28,636	5
SO1	£24,626	£26,276	13
Scale 6	£22,221	£23,708	25
Scale 5	£19,621	£21,519	14
Scale 4	£17,161	£19,126	10
Scale 3	£15,725	£16,830	38
Scale 2	£13,874	£15,444	4
Scale 1	£12,489	£13,589	3
			135

Uniformed Pay Grades *

			WT	RDS	Total
Area Commander	£49,659	£54,473	3		3
Group Commander	£42,300	£46,892	8		8
Station Commander	£36,729	£40,510	22		22
Station Commander Control	£34,893	£38,485	1		1
Watch Commander	£32,259	£35,311	54	20	74
Watch Commander Control	£30,646	£33,545	3		3
Crew Commander	£30,271	£31,576	32	55	87
Crew Commander Control	£28,757	£29,997	6		6
Firefighter	£21,369	£28,481	177	300	477
Firefighter Control	£20,301	£27,057	15		15
			321	375	696

* Pay based on wholetime equivalents. Includes retained duty staff

Appendix 4 - Grades and Staff in Post

CFO	1
DCFO	1
ACFO	1
Director of Finance & Assets	1
PO7	0
PO6	3
PO5 SMB	2
PO5	3
PO4	1
PO3	0
PO2	2
PO1	12
SO2	5
SO1	13
Scale 6	25
Scale 5	14
Scale 4	10
Scale 3	38
Scale 2	4
Scale 1	3
Area Commander	3
Group Commander	8
Station Commander	22
Station Commander Control	1
Watch Commander	74
Watch Commander Control	3
Crew Commander	87
Crew Commander Control	6
Firefighter	477
Firefighter Control	15

