



SOUTH YORKSHIRE  
**FIRE & RESCUE**  
**AUTHORITY**

Our ref: JAGU/FIRE/DMT

Date: 16 January 2024

**TO: ALL MEMBERS OF THE APPOINTMENTS  
COMMITTEE**

**CC: APPROPRIATE OFFICERS**

Sarah Norman, *Clerk*  
Neil Copley, *Treasurer*

Town Hall  
Church Street  
Barnsley  
South Yorkshire  
S70 2TA

This Matter is being dealt with by: Daisy Thorpe Tel: 01226 787327  
Email: [daisythorpe@barnsley.gov.uk](mailto:daisythorpe@barnsley.gov.uk)

Dear Member

**APPOINTMENTS COMMITTEE**  
**24 JANUARY 2024**

A meeting of the Appointments Committee will be held at **2.00 pm on 24 January 2024 in Meeting Room 5, Barnsley Town Hall** for the purposes of transacting the business set out in the agenda.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Norman', followed by a long horizontal line extending to the right.

Sarah Norman  
Clerk

Encs

## **Membership**

Councillors C Hogarth (Chair), A Cherryholme, M Elliot, M Chaplin, D Hutchinson and S Alston

## **Terms of Reference of the Appointments Committee (Delegated Powers)**

- The Appointments Committee is responsible for the appointment of the Chief Fire Officer & Chief Executive and all appointments at Director level and to determine all matters relating to their terms and conditions of appointment and service.
- All matters, without exception, pertaining to remuneration of principal officers covered by the Gold Book, should be decided by the Appointments Committee.

For further information please contact:-

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**SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY**

**APPOINTMENTS COMMITTEE – 24 JANUARY 2024 IN MEETING ROOM 5,  
BARNSELY TOWN HALL**

**Agenda      Reports attached unless stated otherwise**

	<b>Item</b>	<b>Page</b>
1	Apologies	
2	Items to be Considered in the Absence of the Public and Press	
3	Declarations of interest by individual Members in relation to any item of business on the agenda	
4	Gold Book Pay Award and Twin Tracking	5 - 18

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## **SOUTH YORKSHIRE FIRE & RESCUE AUTHORITY**

Meeting	<b>APPOINTMENTS COMMITTEE</b>
Meeting Date	<b>24 JANUARY 2024</b>
Report of	<b>CLERK TO THE FIRE AND RESCUE AUTHORITY</b>
Report Sponsor(s)	<b>MONITORING OFFICER</b>
Subject	<b>GOLD BOOK PAY AWARD AND TWIN TRACKING</b>

### **EXECUTIVE SUMMARY**

This report asks members for a decision on 'Gold Book' employees of fire service pay (i.e. Brigade Managers).

The National Employers for the Fire Service (the NJC for Brigade Managers of Fire and Rescue Services) has proposed a final pay award for all 'Gold Book' employees of fire services (i.e. Brigade Managers).

The Pay award was agreed on 31st May 2023 (Appendix 1 – NJC Circular). This proposes a settlement of 4.0% and 3.5% per annum from January 2022 and January 2023 respectively. Caps on annual increases proposed in the previous (4th March) offer have now been removed (Appendix 2).

'Gold Book' includes the Chief Fire Officer, the Deputy Chief Fire Officer and the Assistant Chief Fire Officer (the Principal Officer Team), and consequentially the Director of Finance & Procurement and the Director of People & Culture as their pay is linked to that of the Chief Fire Officer.

Alternate options for Gold Book pay are set out in the paper and the Members of the Appointments Committee are requested to approve their preferred option.

### **RECOMMENDATION(S)**

Members are recommended to:-

- a) Consider and comment on the Gold Book Pay draft Annual report
- b) Determine which Twin Track approach to implement.

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### **CONTENTS**

Main Report  
Appendix 1 – NJC Circular 31 May 2023  
Appendix 2 – NJC Circular 4 March 2023



## Introduction

Pay and remuneration for Brigade Managers is determined by a twin-track approach. The first track is by the National Joint Council (NJC) of the Local Government Association (LGA) who annually review the level of pay increase applicable to all those covered by the agreement. In doing so, the NJC considers affordability, other relevant pay deals and the rate of inflation at the appropriate date. Any increase agreed by the NJC is communicated to fire authorities by a national circular. The NJC also provides minimum salary level for CFOs.

The second track is undertaken by the local FRA who will consider the NJC advice and all other circumstances to determine the level of pay and remuneration to be awarded to individual Brigade Managers annually.

In addition to this twin track approach, SYFRA determined some years ago that Brigade Managers in SYFR are paid on the following basis:

- *The DCFO's salary is 85% that of the CFO's salary*
- *The ACFO's is 80% that of the CFO's salary*

And in 2022 also determined that:

- *Director of Finance & Procurement (corporate) is 60% that of the CFO's salary (pro rata to hours worked – 0.6fte)*
- *Director of People & Culture (corporate) is 60% that of the CFO's salary (pro rata to hours worked – 0.8fte).*

SYFR produces an annual Pay Policy statement that is approved by the FRA. The policy states:

*“When determining pay, for consistency, the Authority considers a number of factors. These are:*

- *current level of pay published annually by NJC (Gold Book);*
- *current level of pay published annually by JNC/NJC;*
- *operational responsibility;*
- *number of staff managed and direct reports;*
- *fire risk;*
- *population of the area serviced; and*
- *budget responsibility*

*This Authority normally engages the services of external specialists to carry out salary reviews for their Brigade Manager positions. The specialists will compare salaries amongst other Brigades as well as the wider public sector and will draw conclusions from their findings to assist the Authority in determining base pay for its Brigade Managers.”*

It has been several years since the FRA has engaged the services of external specialists to carry out salary reviews for Brigade Managers.

## **2022 & 2023 Pay Agreement and twin track**

On 26 May 2023, following an extended period of negotiations, the Brigade Managers pay offer from the NJC for 2022 & 2023 was agreed, with a 4% and 3.5% uplift respectively (see Appendix 1 – NJC Circular).

This was agreed with some degree of reluctance by the Fire Leaders Association (FLA) due, in their view, the inability to have regular access and meaningful discussion throughout the period of the pay claim resulting in an ineffective pay negotiation mechanism.

The FLA have stated:

*“The pay offer for 2022 and 2023 falls significantly shorter than that agreed with those employees employed under the Grey Book Conditions of Service. The reference to the twin track option to compensate for a reduced pay offer rather than compensate for market forces in areas of higher cost of living undermines collective pay negotiations.*

*The erosion of terms and conditions will have longer term impacts on pay differentials, recruitment and retention and Brigade Managers now achieving salaries that have very little pay difference to that of Grey Book roles in comparison to role and responsibility.”*

The FLA go on to request further discussions with the NJC on the twin track approach in relation to the 2024 pay negotiations, which the NJC have agreed to.

The alternative option to the NJC Employers award is one that has prevailed until recently across the whole of the fire service in that the Brigade Managers receive the same pay award as all other firefighters as this would then ensure that the pay differentials in role and responsibilities is maintained across the whole of the firefighter staffing structure.

## **Impact of the 2022 & 2023 Pay Offer**

The concerns highlighted above by the FLA has resulted in a number of Executive teams around the country seeking to utilise the local element of the twin track approach to obtain a further uplift to the 2022 & 2023 pay offer to the same level as the Grey Book pay award (7% + 5%). We are aware of a number of FRA's who have approved that approach, including within the Yorkshire & Humber region. We are also aware that many FRA's have recommenced an annual review of Brigade Manager salaries using external specialists.

It is important that the FRA are aware of the implications of these variations, particularly within our region and the potential impact on future recruitment and retention, morale and the ability to deliver continuous improvement in particularly challenging times.

## **Options**



There are the following options for members to consider in this report

1. The Authority adopts the NJC Gold Book pay award only – 4% and 3.5% from January 2022 and January 2023 respectively
2. The Authority adopts NJC Gold Book pay award and engages external specialists to undertake a review of Brigade Manager salaries at a cost of circa £5k + VAT.
3. The Authority determines Brigade Managers receive the same pay award as their Grey Book (firefighter) counterparts. This would mean an increase of 7% from 1st January 2022 and then an increase of 5% from 1st January 2023.

Option 3 provides equity with the pay award for all of the different levels of firefighter staffing throughout the fire service structure and would thereby maintain the pay differentials that are in place to reflect the special roles and responsibilities of the Principal Officer Team.

### Financial implications

Table 1: showing the CFO and ACFO salary before the proposed increase and what it will be under the proposed options compared to the Maximum grey book salary.

Date	January 2021	January 2022	Option 1 revised Jan 2023	Option 2 revised Jan 2023	Option 3 revised Jan 2023
A- CFO salary per annum	£159k	£166k	£171k	Unknown*	£179k
B- ACFO Salary per Annum (80% of CFO)	£127k	£132k	£137k	Unknown*	£143k
C- Maximum Grey Book Salary **	£86k	£92k	£97k	£97k	£97k
Differential B-C	£32k	£33k	£34k	-	£36k

\* under option 2 the salary would be subject to an external recommendation

\*\* Includes 7.5% local uplift, 8.8% Continuous Duty, 20% Flexi-duty.

Note: only CFO salary and the ACFO salary is shown in this illustration the other Gold Book associated salaries are a percentage of the CFO salary as shown above.

Table 2: shows the budget for Gold Book pay vs the cost of the proposed options

Date	Budget		Option 1 – revised costs		Option 2 – revised costs		Option 3 – revised costs	
	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24
Gold Book Pay Total	£530k	£618k	£545k**	£587k	Unknown*	Unknown*	£564k**	£612k

\* under option 2 the salary would be subject to an external recommendation.

\*\* 22/23 includes back pay relating to 21/22

Table 3: shows the backpay costs for Gold Book pay under the proposed options

Date	Option 1 – revised budget		Option 2 – revised budget		Option 3 – revised budget	
	22/23	23/24	22/23	23/24	22/23	23/24
Gold Book Pay Budget	£28k	£33k	Unknown*	Unknown*	£47k	£58k

The above tables show that:

- 1) The financial value of the differential between Grey Book and CFO pay is maintained under either option within SYFR, however other FRS's offering Grey Book pay arrangements may still impact on SYFR recruitment and retention.
- 3) The costs of option 1 are within budget when 21/22 back pay is excluded (Table 2). While operational costs are slightly higher than budget due to current backfill arrangements, these are offset by reduced corporate directors savings due to vacancies in the period.
- 4) The total backpay is £44k higher for option 3 compared to option 1.

## Recommendation

The Authority is recommended to comment on the report and approve their preferred option to be applied to the remuneration of the service's Gold Book staff and applicable Director positions for both the 1st January 2022 and 1st January 2023 pay periods (where applicable).

**CONTRIBUTION TO OUR ASPIRATIONS** (tick all that apply)

- 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**

(tick all that apply to your report and add supporting information for each in the box below)

- [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](#)

The issues identified in the Gold Book Pay Award and Twin Tracking report are inherently linked to Fit for the Future Improvements and SYFR Service Plan Priorities.
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**OPPORTUNITIES FOR COLLABORATION** (tick relevant box)

- 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**

10. The pay of Principles Officers and roles with associated pay influences recruitment and retention of key Executive Management Team personnel holding corporate leadership strategic roles, through which the delivery of SYFR Service Priorities are assessed, monitored and reviewed.

**EQUALITY ANALYSIS 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 EA is not required/is outstanding:

This report does not relate to the introduction of a new policy, strategy or procedure. The decision impacts current post holders.

### 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:

This report covers Gold Book Pay Award and Twin Tracking and associate roles and does not require a H&S / risk assessment.

### SCHEME OF DELEGATION

11. 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. The constitution requires the Appointments Committee to determine the Gold Book pay award.

### IMPLICATIONS

12. 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		
N/A		
Report Author:	Name:	Sukdave Ghuman
	e-mail:	<a href="mailto:sukdaveghuman@barnsley.gov.uk">sukdaveghuman@barnsley.gov.uk</a>
	Tel no:	01226 772279

Employers' Secretary, Naomi Cooke  
18 Smith Square,  
London, SW1P 3HZ  
Telephone 020 7664 3000  
e-mail: [firequeries@local.gov.uk](mailto:firequeries@local.gov.uk)

Staff Side Secretary, Simon Shilton  
Fire Leaders Association  
Email: [Simon.Shilton@avonfire.gov.uk](mailto:Simon.Shilton@avonfire.gov.uk)  
Website: [www.prospect.org.uk/fla](http://www.prospect.org.uk/fla)

# Appendix A

## NATIONAL JOINT COUNCIL FOR BRIGADE MANAGERS OF LOCAL AUTHORITY FIRE AND RESCUE SERVICES

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**To: Chairs of Fire Authorities  
Chief Fire Officers  
Clerks to Fire Authorities  
Directors of Human Resources  
Members of the National Joint Council**

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31 May 2023

### **PAY AWARDS - 2022 & 2023**

1. We write to inform you that the NJC has agreed the following pay awards:
  - 4 % increase on basic pay with effect from 1 January 2022
  - 3.5 % increase on basic pay with effect from 1 January 2023
2. The pay of all brigade managers covered by the NJC's agreement should therefore be increased and backdated accordingly.
3. Revised minimum annual rates of pay for chief fire officers effective from 1 January 2022 & 1 January 2023 are **attached**.
4. In each case the minimum salary arrangements for new appointments in population bands 1 and 2 remain as defined in the 2006/2007 pay settlement (issued by circular on 7 December 2006) and will be subject to review in due course.

Yours faithfully,

**NAOMI COOKE  
SIMON SHILTON**  
Joint Secretaries

**ANNUAL RATES OF PAY FOR CHIEF FIRE OFFICERS  
FROM 1 JANUARY 2022**

<b>Population band 1</b>	Up to 500,000
<b>Minimum rate of pay</b>	£109,630*
<b>Population band 2</b>	500,001 to 1,000,000
<b>Minimum rate of pay</b>	£109,630*
<b>Population band 3</b>	1,000,001 to 1,500,000
<b>Minimum rate of pay</b>	£123,189
<b>Population band 4</b>	1,500,000 and above (except London)
<b>Minimum rate of pay</b>	£135,394
<b>Population band 5</b>	London
<b>Minimum rate of pay</b>	£148,819

\*New appointments in accordance with paragraph 4 above

**ANNUAL RATES OF PAY FOR CHIEF FIRE OFFICERS  
FROM 1 JANUARY 2023**

<b>Population band 1</b>	Up to 500,000
<b>Minimum rate of pay</b>	£117,305*
<b>Population band 2</b>	500,001 to 1,000,000
<b>Minimum rate of pay</b>	£117,305*
<b>Population band 3</b>	1,000,001 to 1,500,000
<b>Minimum rate of pay</b>	£127,501
<b>Population band 4</b>	1,500,000 and above (except London)
<b>Minimum rate of pay</b>	£140,133
<b>Population band 5</b>	London
<b>Minimum rate of pay</b>	£154,028

\*New appointments in accordance with paragraph 4 above

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Local Government Association,  
18 Smith Square, Westminster,  
London, SW1P 3HZ  
Telephone 020 7187 7335  
e-mail: [firequeries@local.gov.uk](mailto:firequeries@local.gov.uk)  
Employers' Secretary, Naomi Cooke

## FIRE & RESCUE SERVICES National Employers

Direct Dial  
020 7187 7335

Website: [www.local.gov.uk/](http://www.local.gov.uk/)

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**To: Chairs of Fire Authorities  
Police, Fire and Crime Commissioners**

**cc: Clerks  
Directors of HR  
Chief fire officers  
Members of the employers' side of the NJC**

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4 March 2023

### **PAY OFFER – NJC FOR BRIGADE MANAGERS OF FIRE AND RESCUE SERVICES (NJC)**

1. We write to update Chairs and Police, Fire and Crime Commissioners on pay negotiations within this group.
2. There is a twin-track approach to pay for this group:
  - '10. There is a two-track approach for determining levels of pay for Brigade Manager roles. At national level, the NJC shall review annually the level of pay increase applicable to all those covered by this agreement. In doing so, the NJC will consider affordability, other relevant pay deals and the rate of inflation at the appropriate date. Any increase agreed by the NJC will be communicated to fire authorities by circular.
  - 11. All other decisions about the level of pay and remuneration to be awarded to individual Brigade Manager roles will be taken by the local Fire and Rescue Authority, who will annually review these salary levels. '
3. Members of the employers' side of the NJC met yesterday to again consider a position in respect of a national level pay award for this group for 2022 and potentially 2023.
4. Members believe the **attached** two-year offer in respect of this national level negotiation is fair and hope that it will lead to agreement as soon as possible.

Yours faithfully,



Sarah Ward  
Acting Employers' Secretary

Local Government Association,  
18 Smith Square, Westminster,  
London, SW1P 3HZ  
Telephone 020 7187 7335  
e-mail: [firequeries@local.gov.uk](mailto:firequeries@local.gov.uk)  
Employers' Secretary, Naomi Cooke

## FIRE & RESCUE SERVICES National Employers

Direct Dial  
020 7187 7335

Website: [www.local.gov.uk/](http://www.local.gov.uk/)

Simon Shilton  
Officers' Side Secretary  
National Joint Council for Brigade Managers

4 March 2023

### BY EMAIL ONLY

Dear Simon,

Thank you for our recent joint secretariat meetings.

The National Employers met yesterday and following detailed consideration decided to make the pay offer below in respect of 2022 and 2023:

- A 4 percent increase on basic pay with effect from 1 January 2022, capped at £5000.
- A 3.5 percent increase on basic pay with effect from 1 January 2023, capped at £4000.

The National Employers recognised that there is a two-track approach to pay for this group:

'10. There is a two-track approach for determining levels of pay for Brigade Manager roles. At national level, the NJC shall review annually the level of pay increase applicable to all those covered by this agreement. In doing so, the NJC will consider affordability, other relevant pay deals and the rate of inflation at the appropriate date. Any increase agreed by the NJC will be communicated to fire authorities by circular.

11. All other decisions about the level of pay and remuneration to be awarded to individual Brigade Manager roles will be taken by the local Fire and Rescue Authority, who will annually review these salary levels. '

The above offer therefore reflects the National Employers position in respect of a national level award. The National Employers believe this offer fairly rewards senior managers while being mindful of a wide range of factors including the pressures of the wider economic backdrop. It is made with the hope that it can form the basis of an agreement between the two sides as soon as possible.

Yours sincerely,



Sarah Ward  
Acting Employers' Secretary