

## **Pay Policy Statement 2023/24**

### **1. Introduction**

South Yorkshire Fire and Rescue Authority publishes the pay details of all senior officers with a pro-rata salary of more than £50,000 in its annual [Statement of Accounts](#). This Pay Policy statement brings the information on remuneration into a single document for public information and to meet the obligations of the Localism Act 2011.

### **2. Definitions**

The strict definition of Chief Officers within the legislation is limited to:

- The Head of Paid Service
- The Monitoring Officer
- The statutory Chief Officer and non-statutory Chief Officer under Section Two of the Local Government and Housing Act 1989
- A Deputy Chief Officer mentioned in Section Two of that Act.

However, the Fire Authority employs additional senior staff to run the Fire and Rescue Service (known as Brigade Managers), this pay policy covers all staff that are considered to be the most senior decision makers within our Service, in addition to the officers listed above.

We employ two tiers of management, the Executive Team, of which there are five, three operational officers and two non-operational officers, and these are classed as Brigade Managers. The operational officers are employed on the terms defined by the National Joint Council for Brigade Managers of Local Authority Fire and Rescue Services and the non-operational officers are employed on the terms defined by the Joint Negotiating Committee for Chief Officers.

The second management tier undertakes the functional management of the Service and again includes a mixture of roles and associated terms and conditions and remuneration. Employees in these roles are employed on the terms defined by the Joint Negotiating Committee for Chief Officers (non-operational) or the National Joint Council for Local Authority Fire and Rescue Services (operational).

### **3. Statutory Management Functions**

The Authority's Clerk, Treasurer and Monitoring Officer are not direct employees of the Authority. The individuals who fulfil these roles are employed by Barnsley Metropolitan Borough Council and are subject to their own Pay Policy Statement.

### **4. Brigade Manager Roles**

In accordance with the Localism Act 2011, the following officers, known as Brigade Managers, are covered within this Pay Policy statement:

- Chief Fire Officer and Chief Executive (CFO)
- Deputy Chief Fire Officer (DCFO)

In keeping with the guidance issued on Pay Policy statements the following officers, also known as Brigade Managers and directly reporting to the Chief Fire Officer and Chief Executive, are covered within this Pay Policy statement:

- Assistant Chief Fire Officer (Operational) (ACFO)
- Director of Finance & Procurement (Non-operational)
- Director of People and Culture (Non-operational)

The Role Maps for Brigade Managers are available on South Yorkshire Fire and Rescue Service website <http://www.syfire.gov.uk/transparency/transparency-open-data/>

#### **4.1 Brigade Manager Pay Determination**

Guidance issued under the National Joint Council (NJC) for Brigade Managers of Local Authority Fire and Rescue Services Fifth edition published in 2006, states:

- The NJC will publish annually recommended minimum levels of salary applicable to chief fire officers/chief executives employed by local authority fire and rescue authorities.
- 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.
- 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 Authority currently operates a pay differential of:

- The DCFO salary is 85% that of the CFOs salary\*
- The ACFO (operational) is 80% that of the CFOs
- Director of Finance & Procurement (Non-operational) is 60% that of the CFOs salary pro rata.
- Director of People and Culture (Non-operational) is 60% that of the CFOs salary pro rata.

\*CFO's salary is £171,447 per annum (as at 1<sup>st</sup> January 2023).

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.

## **4.2 Decision Making**

The Fire Authority has delegated all decisions in relation to the determination of remuneration for the Brigade Manager group to the Appointments Committee. The terms of reference for this committee can be found on the [Authority's website](#).

## **5 Recruitment and Remuneration of Brigade Managers**

### **5.1 Recruitment**

Brigade Managers are selected through open competition, with the full participation of the Appointments Committee and selection is based on merit.

### **5.2 Determination of Salaries for New Posts**

Under the requirements of the Localism Act 2011, new posts at Brigade Manager level and the respective remuneration, where it exceeds £100,000 per annum, will be subject to approval by the full Authority prior to advertisement.

### **5.3 Benefits**

Brigade Managers (operational) are entitled to a provided car to enable full performance of their operational duties.

Brigade Managers (non-operational) are entitled to an annual lump sum (essential user) based on the nationally agreed rates and a mileage allowance in accordance with engine size for all business mileage undertaken. This mileage rate is also based on the nationally agreed National Joint Council rates.

### **5.4 Fees and Allowances**

An allowance is made for telephones and internet connections where Brigade Managers have a second residence.

### **5.5 Bonuses**

There is no bonus scheme in operation for any role across the Service.

### **5.6 Expenses**

Brigade Managers are able to reclaim legitimate and evidenced expenses incurred in carrying out their duties and responsibilities. There are procedures in place for authorising exceptional payments via consideration at the Fire and Rescue Authority's Appointments Committee. Where possible the Service will procure directly, travel and accommodation to gain best value and reduce the level of individual claims by officers. Brigade Managers have a corporate credit card and all expenses are identified within the [Statement of Accounts](#).

### **5.7 Subscriptions**

The Fire Authority pays an annual membership fee for each Brigade Manager and Head of Function for the National Fire Chiefs Council (NFCC).

## **5.8 Performance Review**

Brigade Managers are expected to deliver specified objectives and each has an annual performance review with the CFO. The CFO's performance is monitored and reviewed by the Authority.

## **5.9 Performance Related Pay**

There is no performance related pay scheme in operation for staff above Area Manager Level.

## **5.10 Redundancy**

Redundancy payments are calculated in accordance with contractual terms and statutory provisions. The relevant statutory provisions are based on the employee's age, length of continuous service and a maximum weekly amount.

In terms of re-employing people who have been in receipt of a redundancy payment, the Authority does not have a specific policy in relation to this. However, all appointments are made on merit and those in receipt of a redundancy payment previously, for either voluntary or compulsory redundancy reasons, would not be excluded if they met the criteria for the position on offer.

## **5.11 Retirement and Re-Employment**

The Authority does not exclude people from applying for positions within South Yorkshire Fire and Rescue Authority who are in receipt of a pension following retirement. All appointments are made on merit. The exception to this is that the Authority will not re-appoint principal fire officers after retirement to their previous, or a similar, post save for in exceptional circumstances when such a decision is necessary in the interests of public safety. Any such appointment will be transparent, justifiable and time limited.

## **6. Remuneration Details and Pay Multiples**

Full remuneration details of all officers employed by the Service with a pro-rata salary of £50,000 can be found in the annual [Statement of Accounts](#).

Pay multiples for Brigade Managers compared with the lowest paid staff, *together with comparison against median pay values* in our Fire and Rescue Service are set out in paragraph 9 below.

The national pay award for Green Book Staff, effective April 23 is still to be determined.

## **7. Definition of Lowest Paid Staff**

There are two groups of staff when defining lowest paid, operational and non-operational.

As of 1 April 2023, for operational staff conditioned to the National Joint Council for Local Authority Fire and Rescue Services, the lowest applicable pay is that of a Firefighter Development.

For non-operational staff conditioned to the National Joint Council for Local Government Services, the lowest applicable pay is that of a Grade 2 (Scp 4) employee.

These definitions are arrived at by virtue of the fact that these are the posts attracting the lowest salaries as defined by the salary structures applicable to their terms and conditions of service.

## **8. Real Living Wage**

The Authority's lowest available salary point is above the current National Living Wage hourly rate and aligned with the Real Living Wage <https://www.livingwage.org.uk/what-real-living-wage> The Authority is committed to ensuring that this remains the case.

## **9. Pay Multiples**

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 (Firefighter Development – £27,178 [£25,198]\*\*\*) leads to a pay multiple of 6.31 [6.32].

The differential between the CFO\*\* and the lowest paid non-operational employee (Grade 2 – £21,189 [£19,264]) leads to a minimum pay multiple of 8.09 [8.27].

The differential between the CFO\*\* and the median pay value for operational employees (Firefighter competent – £36,226 [£32,244]) leads to a pay multiple of 4.73 [4.94].

The differential between the CFO\*\* and the median pay value for non-operational employees (Grade 5 scp 14 – £25,409 [£24,920]) leads to a pay multiple of 6.75 [6.39].

*\*\* 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.*

Please note the Green Book Staff Pay Award from 1<sup>st</sup> April 2023 has not yet been finalised which will increase the pay multiple comparison figure for non-operational employee's.

## **10. Review**

This statement will be reviewed annually by the full Fire Authority following the application of the national negotiating committees pay award decisions each year.

## **11. Publication**

This statement will be published on the websites of both the Authority and the Service.