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Description automatically generated**1. Introduction**

Pay Policy Statement

2025

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](https://syjagu.moderngov.co.uk/ecSDDisplay.aspx?NAME=SD236&ID=236&sch=doc&zTS=A). 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 & Rescue Authority employs additional senior staff to run the service (known as Executive Directors), 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.

SYFR employs two tiers of management, the Executive Team, of which there are five currently (soon to be six), three operational officers and two corporate officers, and these are classed as Executive Directors. The operational officers are employed on the terms defined by the National Joint Council for Brigade Managers of Local Authority Fire and Rescue Services (Gold book) and the corporate officers are employed on the terms defined by the National Joint Council for Local Government Services (Green book).

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 National Joint Council for Local Government Services (corporate – Green book) or the National Joint Council for Local Authority Fire and Rescue Services (operational – Grey book).

**3. Statutory Management Functions**

The Authority’s Clerk, Treasurer and Monitoring Officer are currently not direct employees of the Authority. The individuals who currently fulfil these roles are employed by Barnsley Metropolitan Borough Council and are subject to their own pay policy statement.

From 1 April 2025, these roles will transfer into the service. The Treasurer duties will be completed by the Director of Finance & Procurement. The Monitoring Officer duties will be completed by a new Executive Officer (Head of Governance & Legal Services).

**4. Executive Director & Officer Roles**

In accordance with the Localism Act 2011, the following officers, known as Executive Directors, are covered within this pay policy statement:

* Chief Fire Officer and Chief Executive (CFO)
* Deputy Chief Fire Officer (DCFO)
* Assistant Chief Fire Officer (Operational) (ACFO)
* Director of Finance & Procurement (Corporate)
* Director of People & Culture (Corporate)

The new Executive Officer post of Head of Governance & Legal Services will also be covered within this pay policy statement.

The job descriptions for all Executive Officers are available on South Yorkshire Fire and Rescue Service website <http://www.syfire.gov.uk/transparency/transparency-open-data/>

**4.1 Executive Director & Officer Pay Determination**

Guidance issued under the National Joint Council (NJC) for Brigade Managers of Local Authority Fire and Rescue Services (Gold book 5th 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 Executive Director & Officer 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 Executive Director & Officer 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 (Corporate) is 60% that of the CFOs salary pro rata
* Director of People & Culture (Corporate) is 60% that of the CFOs salary pro rata
* Head of Governance & Legal Services will be 45% that of the CFOs salary

\*CFO’s salary is £184,317 per annum (as at 1st January 2024). The rate from 1st January 2025 is currently unknown.

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
* budget responsibility
* recruitment and retention issues

The Authority also recognises that the operational Executive Directors work a continuous duty system which means between them they are continuously available ‘on call’ (standby) at all times.

This Authority has the option to engage the services of external specialists to carry out salary reviews for their Executive Director & Officer positions. The specialists will compare salaries amongst other services as well as the wider public sector and will draw conclusions from their findings to assist the Authority in determining base pay for its Executive Directors & Officers.

**4.2 Decision Making**

The Fire Authority has delegated all decisions in relation to the determination of remuneration for the Executive team to the Appointments Committee. The terms of reference for this committee can be found on the [Authority’s website](http://meetings.southyorks.gov.uk/mgCommitteeDetails.aspx?ID=142&zTS=D).

**5 Recruitment and Remuneration of Executive Directors & Officers**

**5.1 Recruitment**

Executive Directors & Officers 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 Executive 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**

Executive Directors (operational) are entitled to a provided car to enable full performance of their operational duties and the requirements of the continuous duty system.

Executive Directors & Officers (corporate) 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**

There are no fees and allowances in operation.

**5.5 Bonuses**

There is no bonus scheme in operation for any role across the service. The Gender Pay Gap report does include a number of areas classified as ‘bonus pay’ but this is due to the specific definitions contained within these regulations.

**5.6 Expenses**

The Executive team 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. Executive Directors & Officers have a corporate credit card and all expenses are identified within the [Statement of Accounts](https://syjagu.moderngov.co.uk/ecSDDisplay.aspx?NAME=SD236&ID=236&sch=doc&zTS=A).

**5.7 Subscriptions**

The Fire Authority pays an annual membership fee for each Executive Director and Head of Function for the National Fire Chiefs Council (NFCC). The Fire Authority also pays for any approved professional annual membership fees.

**5.8 Performance Review**

The Executive team are expected to deliver specified objectives and each officer 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.

**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 Executive Directors 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](https://syjagu.moderngov.co.uk/ecSDDisplay.aspx?NAME=SD236&ID=236&sch=doc&zTS=A).

Pay multiples for the Executive team compared with the lowest paid staff, *together with comparison against median pay values* in our service are set out in paragraph 9 below.

**7. Definition of Lowest Paid Staff**

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

As of 1 January 2025, for operational staff conditioned to the National Joint Council for Local Authority Fire and Rescue Services (Grey book), the lowest applicable pay is that of a Firefighter in development.

For corporate staff conditioned to the National Joint Council for Local Government Services (Green book), the lowest applicable pay is that of a Grade 2 (spinal column point 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 (Corporate Grade 2 £12.65\*) is above the National Living Wage hourly rate (£12.21 from 1st April 2025) and aligns with the Real Living Wage (£12.60 from 1st April 2025) <https://www.livingwage.org.uk/what-real-living-wage>. The Authority is committed to ensuring that this remains the case.

\*This does not take in to account any pay award that may be negotiated effective 1st April 2025 for Green Book Staff by the NJC.

**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, the differential between the CFO\*\* and the lowest paid operational employee based on 1st July 2024 Grey Book Pay Rates (Firefighter in development – **£29,442** [£28,310])\*\*\* leads to a pay multiple of **6.26** [6.51].

The differential between the CFO\*\* and the lowest paid corporate employee based on 1st April 2024 Green Book Pay Rates (Grade 2 – **£24,404** [£23,114]) leads to a minimum pay multiple of **7.55** [7.97].

The differential between the CFO\*\* and the median pay value for operational employees based on 1st July 2024 Grey Book Pay Rates (Firefighter competent – **£37,675** [£36,226]) leads to a pay multiple of **4.89** [5.09].

The differential between the CFO\*\* and the median pay value for corporate employees based on 1st April 2024 Green Book Pay Rates (Grade 6 scp 19 – **£31,067** [£29,777]) leads to a pay multiple of **5.93** [6.19].

*\*\* for the purpose of accuracy, the CFOs salary covers all elements of remuneration that can be valued (including continuous duty).*

*\*\*\* Figures in brackets represent the previous years’ salaries and pay multiples.*

**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.