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

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

17th January 2018

Dear Sir/Madam

Brigade Managers Pay Survey 2017

1. You will be aware that the NJC, normally on an annual basis, conducts a survey of FRAs covering a number of issues relating to those in Brigade Manager roles:
 - (a) Pay
 - (b) Gender
 - (c) Ethnic origin
 - (d) Age
 - (e) Use of Gold Book pay rates by FRAs who do not employ Brigade Managers on Gold Book terms and conditions
2. A number of authorities have said they would find it helpful for feedback to be issued to authorities and it has been decided to do so from now on.
3. A report of the most recent survey is attached.
4. Any queries arising from the report should be directed to firequeries@local.gov.uk.

Yours faithfully,

SIMON PANNELL
ANDREW HOPKINSON
Joint Secretaries

NJC for Brigade Managers Salaries and Numbers Survey 2017

July 2017



To view more research from the Local Government Association's Research and Information team please visit: <http://www.local.gov.uk/local-government-intelligence>

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Summary

Background

The annual salaries and numbers survey was sent to all UK chairs and clerks of fire authorities in May 2017. The survey asked authorities to provide information relating to pay, covering basic salary and gross total pay, and salary schemes in use for Brigade Managers within the scope of the NJC, including those who pay managers on locally agreed rates. The survey also collected information on working status and some personal characteristics of these officers.

A copy of the survey form is provided in Annex A.

Key findings

- It has been three years since the survey was last conducted so any comparisons between the findings in both years should be treated with caution as the personnel covered will have changed over that time and because there are fewer fire authorities since the merger of Dorset and Wiltshire and Swindon Fire and Rescue Services.
- The number of brigade manager posts found by the survey was 48 chief fire officers, 39 deputy chief fire officers and 72 assistant chief fire officers. Of these, one post at chief fire officer level, two at deputy level and 11 at assistant level were non-operational. These figures reflect a sharing arrangement between two Fire and Rescue Services which slightly lowers the overall number of brigade managers.
- In 2017 the average basic pay for chief fire officers was 137,623 and their gross total pay was £139,970, on average. Deputy chief fire officers' average basic pay was £113,320 and their average gross total pay was £113,320. For assistant chief fire officers it was the average basic pay was £102,026 with average gross total pay of £102,889.
- Average basic pay for chief fire officers increased by four per cent since the survey was last conducted in 2014, however, it should be noted that this increase is due to the combined effects of the merger of Dorset & Wiltshire Fire and Rescue Services and some turnover in employment since the last survey. The basic pay for deputies went up by 1.9 per cent on average and for assistant chief fire officers there was an increase of 0.04 per cent. The increases in average gross total pay were 2.5 per cent for chief fire officers, 0.1 per cent for deputies and for assistant chief fire officers there was a decrease of 2.9 per cent since 2014.
- There were three female chief fire officers in 2017, five deputy chief fire officers and 11 assistant chief fire officers.
- There was little change in the number of officers from minority ethnic backgrounds found in the in 2017 survey, with none at chief or deputy chief fire officer level and two at assistant chief fire officer level.

Methodology

Survey Response

The survey was conducted via email, a copy of the form in an excel spreadsheet was sent to chairs and clerks of fire authorities and copied to chief fire officers in May 2017. Reminders were sent in June. A copy of the survey form and notes of guidance is available in Annex A.

All 49 fire authorities took part in the survey giving a response rate of 100 per cent, however it should be noted that the Isle of Wight has a joint arrangement whereby they share their brigade managers with Hampshire and so these fire authorities provided a joint response. There was one fewer respondent in the 2017 survey compared to 2014 due to the merger of the Dorset and Wiltshire and Swindon fire authorities.

Survey Findings

Number of posts

The survey found a total of 48 chief fire officer posts in 2017 which reflects the change in the number of fire authorities since 2014 when there were 50 and the fact that the Isle of Wight and Hampshire are sharing a chief fire officer. There was a larger fall in the number of deputy chief fire officer posts which has reduced to 39 from 47 in 2014, and among assistant chief fire officers whose numbers decreased from 91 in 2014 to 72 in 2017. A full breakdown of these findings is shown in Table 1.

Of these posts, two at chief fire officer level, three at deputy chief fire officer level and three at assistant chief fire officer level were vacant at the time of the survey.

Table 1: Number of posts in 2014 and 2017

Population Band	Chief Fire Officer		Deputy Chief Fire Officer		Assistant Chief Fire Officer	
	2014	2017	2014	2017	2014	2017
1	6	3	6	3	6	1
2	24	24	24	20	35	34
3	11	11	9	9	21	14
4	8	9	7	5	21	18
London	1	1	1	2	8	5
Total	50	48	47	39	91	72

Base = All respondents (50 in 2014, 48 in 2017)

There was a reduction in the number of non-operational posts at chief fire officer level which went down to one in 2017 from two in 2014, and there was also one fewer non-operational post at deputy chief fire officer level, which decreased from three to two. Non-operational posts at assistant chief fire officer level increased by one to 11. These figures are shown in Table 2.

Table 2: Number of non-operational posts in 2014 and 2017

	2014	2017
Chief Fire Officer	2	1
Deputy Chief Fire Officer	3	2
Assistant Chief Fire Officer	10	11

Base = All respondents (50 in 2014, 48 in 2017)

Pay

Chief fire officers in fire and rescue services received an average basic pay of £137,623 in 2017, this is an increase of four per cent since 2014 when the average basic pay was £132,349. For deputy chief fire officers, average basic pay increased by 1.9 per cent from £111,238 in 2014 to £113,320 in 2017. The average basic pay of assistant chief fire officers increased by 0.04 per cent from £101,594 in 2014 to £102,026 in 2017. A full breakdown of average basic pay in fire and rescue services is shown in Table 3.

Table 3: Average basic pay in 2014 and 2017

Population Band	Chief Fire Officer		Deputy Chief Fire Officer		Assistant Chief Fire Officer	
	2014	2017	2014	2017	2014	2017
1	98,060	110,954	90,359	94,446	80,819	91,830
2	133,181	131,423	105,214	105,704	92,971	94,535
3	138,208	143,834	122,374	119,560	95,869	100,272
4	151,556	150,386	127,129	131,317	114,318	113,091
Total (inc London)	132,349	137,623	111,238	113,320	101,594	102,026

Base = All respondents (50 in 2014, 48 in 2017)

The average gross total pay of chief fire officers in all fire and rescue services was £139,970 in 2017, this figure has increased by 2.5 per cent since 2014 when it was £136,577. Deputy chief fire officers saw a much smaller increase in their average gross total pay of 0.1 per cent, taking them to £114,761. Assistant chief fire officers gross total pay decreased by 2.9 per cent from £105,987 on average in 2014 to £102,889 in 2017. A full breakdown of average gross total pay by population band in fire and rescue services is shown in Table 4.

Table 4: Average gross total pay in 2014 and 2017

Population Band	Chief Fire Officer		Deputy Chief Fire Officer		Assistant Chief Fire Officer	
	2014	2017	2014	2017	2014	2017
1	103,091	113,454	92,598	94,446	80,819	91,830
2	136,106	133,633	108,246	108,005	95,559	95,708
3	139,405	144,709	122,374	120,554	97,122	100,498
4	163,785	155,108	137,747	131,565	125,977	114,150
Total (inc London)	136,577	139,970	114,653	114,761	105,987	102,889

Base = All respondents (50 in 2014, 48 in 2017)

The overall number of officers in receipt of additional pay, such as car allowances and flexi-duty/standby allowance, was 33 in 2017, which is a decrease of 38 per cent since 2014 when there were 54 officers receiving additional pay. At chief fire officer level there were 12 receiving additional pay - a decrease of three since 2014. At deputy chief fire officer level there were 12 officers receiving additional pay, which is two fewer than in 2014. At assistant chief fire officer level there were nine receiving additional pay, which was a decrease of 16 since 2014. A breakdown of these findings is shown in Table 5.

Table 5: Number of officers in receipt of additional pay in 2014 and 2017

	2014	2017
Chief Fire Officer	15	12
Deputy Chief Fire Officer	14	12
Assistant Chief Fire Officer	25	9
All	54	33

Base = All respondents (50 in 2014, 48 in 2017)

Respondents were also asked to indicate where they were paying officers on scales rather than on a single point salary. There were 11 authorities using scales in 2017, up from nine in 2014.

Of the authorities using multi-point scales two in 2014 and three in 2017 claimed to be paying the affected officers using the national pay agreement. It is likely that they apply the nationally agreed pay award as opposed to adhering to the use of single point pay scales.

Workforce characteristics

All information on gender, ethnicity and age relates to postholders in respondent authorities so the findings can be affected by survey non-response or vacancies at the time the survey was conducted. There were a greater number of posts in 2017 where this information was not provided compared to 2014.

There were two female chief fire officers in 2014, both of which were non-operational posts, and three female chief fire officers in 2017, one of which was non-operational. At deputy chief fire officer level the number of females reported decreased from six in 2014 to five in 2017. Two of these were non-operational posts in both years. The number of female assistant chief fire officers reported in 2017 was six, compared to 11 in 2014. In both years four of these were non-operational. These findings are shown in Table 6.

Table 6: Number of officers by gender in 2014 and 2017

Gender	Chief Fire Officer		Deputy Chief Fire Officer		Assistant Chief Fire Officer	
	2014	2017	2014	2017	2014	2017
Male	47	42	41	30	66	60
Female	2	3	6	5	11	6
Total	49	45	47	35	77	66

Base = All respondents (50 in 2014, 48 in 2017)

The survey found no chief fire officers or deputy chief fire officers from a minority ethnic background in either 2014 or 2017. Among assistant chief fire officers one was from a minority ethnic group in 2014 and two in 2017. A full breakdown of these figures is shown in Table 7.

Table 7: Number of officers by ethnic background in 2014 and 2017

Ethnic Background	Chief Fire Officer		Deputy Chief Fire Officer		Assistant Chief Fire Officer	
	2014	2017	2014	2017	2014	2017
White	48	42	47	33	74	57
Mixed	0	0	0	0	0	1
Asian / Asian British	0	0	0	0	1	1
Black / Black British	0	0	0	0	0	0
Chinese / Other Ethnic Group	0	0	0	0	0	0
Not known	1	2	0	2	2	5
Total	49	44	47	35	77	64

Base = All respondents excluding those in Scotland (50 in 2014, 48 in 2017)

Among brigade managers in general the most common age groups were 45-49 and 50-54 – this was true in both 2014 and 2017.

At chief fire officer level there were seven and eight officers in the 55+ age group in 2014 and 2017 respectively, 21 and 17 in the 50-54 age group in 2014 and 2017 respectively, 20 and 17 in the 45-49 age group in 2014 and 2017 respectively, and one

and two in the 40-45 age group in 2014 and 2017 respectively. There were no chief fire officers below this age group in either years.

At deputy chief fire officer level there were four who were over 55 in 2014 and two in 2017, 18 in the 50-54 age group in 2014 and 13 in 2017, 18 in the 45-49 age group in 2014 and 14 in 2017, seven in the 40-45 age group in 2014 and five in 2017. There were no deputy chief fire officers below these ages in either years.

At assistant chief fire officer level there were seven officers who were 55 or over in 2014 but six in 2017, 30 in the 50-54 age group in 2014 and 24 in 2017. The number of officers in the 45-49 age group increased from 25 in 2014 to 27 in 2017, there were 11 in the 40-44 age group in 2014 and seven in 2017 and at ages 39 and below there were four in 2014 and two in 2017.

It should be noted that there were fewer responses containing age data in 2017 compared to 2014, which would account for the apparent decrease in the numbers of officers at the different age ranges. A full breakdown of these findings is shown in Table 8.

Table 8: Number of officers by age in 2014 and 2017

Age Group	Chief Fire Officer		Deputy Chief Fire Officer		Assistant Chief Fire Officer	
	2014	2017	2014	2017	2014	2017
Up to 39	0	0	0	0	4	2
40-44	1	2	7	5	11	7
45-49	20	17	18	14	25	27
50-54	21	17	18	13	30	24
55+	7	8	4	2	7	6
Total	49	44	47	34	77	66

Base = All respondents excluding those in Scotland (50 in 2014, 48 in 2017)

Terms and Conditions

The number of fire authorities using local pay rates has increased slightly from 24 in 2014 (48 per cent) to 27 (56 per cent) in 2017. There were no fire authorities in 2017 using local pay rates in population band 1, compared to one in 2014. However, the number has increased from 12 in 2014 to 13 in 2017 in population band 2, from eight to nine in population band 3 and from two to four in population band 4. A breakdown of these findings is shown in Table 9 **Error! Reference source not found.**

Table 9: Authorities using local pay agreements in 2014 and 2017

Population Band	2014	2017
1	1	0
2	12	13
3	8	9
4	2	4
London	1	1
Total	24	27

Base = All respondents (50 in 2014, 48 in 2017)

Fire and rescue services were asked a series of questions about their use of NJC (Gold Book) terms and conditions when setting contracts of employment and salary levels. Among the 48 respondent fire authorities 39 applied NJC terms and conditions when setting the contracts of employment for their chief fire officers, 34 did so for their deputy chief fire officers and 33 used them for their assistant chief fire officers. Among the latter two groups there were six authorities who did not employ officers within these roles. These findings are shown in Table 10.

Table 10: Terms and conditions of brigade managers

Role	Apply NJC	Do not apply NJC	Sample size
CFO	39	9	48
DCFO	34	8	42
ACFO	33	9	42

Base = All respondents (48)

In relation to basic salary levels 28 fire authorities reported that they determined their chief fire officer's basic salary levels in accordance with the guidance and minimum salaries set out in the NJC, this figure was slightly lower for deputies at 26 and lower again for assistant chief fire officers at 24. These figures are shown in Table 11.

Table 11: Determination of basic salary levels for brigade managers

Role	Apply NJC	Do not apply NJC	Sample size
CFO	28	20	48
DCFO	26	16	42
ACFO	24	18	42

Base = All respondents (48)

Those fire authorities who do not use the NJC guidance and minimum salaries were asked if they linked their local pay arrangement to the periodic pay awards agreed by the NJC, 13 did so for their chief fire officers and 11 linked to them for their deputies and assistant chief fire officers. A breakdown of these findings is shown in Table 12.

Table 12: Pay awards for brigade managers with non-NJC salaries

Role	Link to NJC	Do not link to NJC	Sample size
CFO	13	7	20
DCFO	11	5	16
ACFO	11	7	18

Base = Respondents who do not use the NJC guidance and minimum salaries (20)

With the exception of two, all fire authorities applied the same terms and conditions to all of their brigade managers. In those fire authorities one did not apply NJC terms and conditions to the contract of their deputy chief fire officer as it did for its other officers, and the other did not use the NJC guidance and minimum salaries to determine the salary of their chief fire officer but did for their other brigade managers.

Annex A

Survey form and notes of guidance

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

SALARIES AND NUMBERS ANNUAL SURVEY 2017 NOTES FOR GUIDANCE

1. **Scope and timing of survey**

This survey relates to the salaries of brigade managers (i.e. Chief Fire Officers, Deputy Chief Fire Officers and Assistant Chief Fire Officers) at 1st May 2017. **Information from all brigades is required, including those who determine salaries without reference to the NJC pay levels.**

The minimum salary points for chief fire officers in 2017 is attached as *Appendix B page 6*.

2. **Population**

In the boxes provided in the top right hand corner of the form please indicate the total population (in '000s) used for salary calculation purposes and the population range under the NJC's agreement within which that falls:

Band 1	Up to 500,000
Band 2	500,001 to 1,000,000
Band 3	1,000,001 to 1,500,000
Band 4	1,500,001 and above (except London)
Band 5	London

3. **Highest role below brigade manager level**

Please indicate the highest role below brigade manager level which is used in your fire and rescue service (e.g. Group Manager A, Group Manager B, Area Manager A, Area Manager B).

On each horizontal line of the main table please enter the following information in respect of each brigade manager post in your brigade

4. **Post**

Enter one of the following codes:

- A = Chief Fire Officer
- B = Deputy Chief Fire Officer
- C = Assistant Chief Fire Officer

5. **Points**

Please enter the number of points in scale (which under Gold Book terms and conditions will be 1). If not operating a single salary point please give a brief explanation of the scale in use.

6. **Non Operational Posts**

If the post is non-operational, i.e. non-uniformed, and only if the member of staff is employed on Gold Book terms and conditions please enter a 1 in this column.

7. **Actual Basic Salary**

Please enter the postholder's actual basic salary in whole pounds per annum as at 1st May 2017. (If the post was vacant at that date please enter the actual basic salary (or minimum point if there is more than one) and advise that it is vacant by entering a 1 in the Vacancies column). For part-time postholders please enter their actual salary and provide the full-time equivalent salary in the description column.

Any additional payments/honoraria (i.e. calculated as a separate allowance) for e.g. market supplements, performance related pay, long service increments, allowances etc. should be excluded from the actual basic salary (see note 8 below regarding additional payments).

8. **Gross Total Pay**

Please enter the postholder's gross salary in whole pounds per annum as at 1st May 2017. Please leave blank if the post was vacant at that date and advise that it is vacant by entering a 1 in the Vacancies column. For part-time postholders please enter their actual salary and provide the full-time equivalent salary in the description column.

The total gross salary figure should include all elements of the postholder's remuneration package but should not include any reimbursements such as telephone allowances or expenses (See paragraph 8 above.) Please give a brief outline of all the elements of pay in the description column which are above basic pay and which have been included in gross total salary figures (e.g performance related pay, regional allowances, market supplements etc).

9. **Locally Agreed Pay Rates**

If the postholder's pay has been determined locally i.e without reference to the NJC (gold book) guidance and/or the NJC (gold book) agreed annual award, please enter a 1 in the column headed Local Pay.

10. **Contract Hours (FT/PT)**

Enter F if the current postholder is full-time (i.e. their basic hours are the same as the post's standard working week)

Enter P if the current postholder is part-time (i.e. their standard working hours are less than full-time)

11. **Vacancies**

If the post was temporarily vacant at 1st May 2017 please insert the actual basic salary (or minimum point if there is more than one) in the column 'actual basic salary' and enter a 1 in this column. The gender, ethnic origin and age columns should then be left blank.

12. **Gender**

Enter F if the current postholder is female
Enter M if the current postholder is male.

13. **Ethnic Origin**

Please use the single letter code shown before the classification to enter the ethnic origin of the postholder.

White

- A English/Welsh/Scottish/Northern Irish/British
- B Irish
- C Gypsy or Irish Traveller
- D Any other White background

background

Asian or Asian British

- I Indian
- J Pakistani
- K Bangladeshi
- L Chinese
- M Any other Asian

Mixed

- E White and Black Caribbean
- F White and Black African
- G White and Asian
- H Any other Mixed / Multiple ethnic background

Black or Black British

- N Black Caribbean
- O Black African
- P Any other Black / African / Caribbean background

Other Ethnic Group

- Q Arab
- R Other Ethnic Group
- S Not Known

14. **Age**

Please enter the current postholder's age in years as at 1st May 2017.

15. **Description**

Please use this column to enter descriptions of alternative salary schemes in use as indicated by the entry of a 1 in the Local Pay column.

Please also use this column to give a brief outline of the additional pay elements which make up the gross total pay (see paragraph 8).

This column can also be used to provide full-time equivalent salary for any part-time post holders shown on the form.

16. **Additional Questions**

There are two additional questions at the bottom of the form relating to adherence to the NJC (gold book) terms and conditions and use of the NJC (gold book) pay rates, please answer yes or no to indicate whether or not these are used in your FRS.

**ANNUAL RATES OF PAY FOR CHIEF FIRE OFFICERS
FROM 1st JANUARY 2016**

Population band 1	Up to 500,000
Minimum rate of pay	£ 99,778*
Population band 2	500,001 to 1,000,000
Minimum rate of pay	£ 99,778*
Population band 3	1,000,001 to 1,500,000
Minimum rate of pay	£ 108,881
Population band 4	1,500,000 and above (except London)
Minimum rate of pay	£ 119,668
Population band 5	London
Minimum rate of pay	£ 131,534

It is emphasised that these are minimum rates of pay only. The minimum rate for one population band should not be construed as the maximum of the band below. The national agreement does not set an upper limit for the pay of any chief fire officer in any band.

*** 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).**



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