# Service Policy: PODPOL10 Pay Policy 2025/26

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## Document Control

| Active date | Review date | Author | Editor | Publisher |
|---|---|---|---|---|
| 8th December 2017 | December 2026 | [redacted] | [redacted] | [redacted] |

### Amendment History

| Version | Date | Author | Reasons for Change |
|---|---|---|---|
| 1.0 | | [redacted] | Old format |
| 2.0 | 08.12.17 | [redacted] | Updated & in new format |
| 3.0 | 20.10.18 | [redacted] | Updated |
| 4.0 | Jan 2020 | [redacted] | Annual Review |
| 4.1 | Feb 2021 | [redacted] | Annual Review |
| 4.2 | May 2022 | [redacted] | Annual Review & Update |
| 4.3 | September 2023 | [redacted] | Annual Review & Update |
| 4.4 | October 2024 | [redacted] | Annual Review & Update |
| 4.5 | November 2025 | [redacted] | Annual Review & Update |

### Equalities Impact Assessment

| Initial | Full | Date | Reviewed by | Comments |
|---|---|---|---|---|
| | x | | DAG | Portal: Approved EIA Forms |

### Civil Contingencies Impact Assessment

| Date | Reviewed by | Comments |
|---|---|---|
| | | |

### Related Documents

| Doc. Type | Ref No. | Title | Location |
|---|---|---|---|
| SI | 0859 | Pay Review Process | Portal:Service Instructions |
| Fire Standard | | Leading the Service; | Portal |
| Fire Standard | | Leading & Developing People | Portal |

### Distribution List

| Name | Position | I/R |
|---|---|---|
| SLT | All SLT Members | |

### Sign-Off List

| Name | Position |
|---|---|
| SLT | All SLT Members: Signed off at meeting |

### Target audience

| All MFRS | X | Ops | | Fire | | Community FS | | Support | |
|---|---|---|---|---|---|---|---|---|---|

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | **Crews** | | **safety** | | | | **Staff** | |
| **Principal off.** | | **Senior off.** | | | | | | | |

## Ownership

| | | | | |
|---|---|---|---|---|
| **FOI exemption required?** | **Yes** | | **URL** | |
| | **No** | **X** | **Reason** | |

## Legislation

| | | |
|---|---|---|
| **Title** | *Fire & Rescue Service Act*<br>*National Framework for Fire and Rescue Service (England)* | **2004**<br>**2012** |

## Contact

| **Department** | **Email** | **Telephone ext.** |
|---|---|---|
| **POD** | [redacted] | [redacted] |

Policy

# Pay Policy

## 1. Policy Introduction and Background

This Statement sets out the Authority's policies in relation to the pay of its workforce, particularly its Senior Officers, in line with Section 38 of the Localism Act 2011. The Statement is approved by the Authority each year and published on the Authority's website demonstrating an open and transparent approach to pay policy.

## 2. Policy Explanation

This Statement draws together the Authority's policies relating to the payment of the workforce, particularly:-

- Senior Officers
- Its lowest paid employees; and
- The relationship between the pay of Senior Officers and the pay of other employees.

The Authority's operates a pay policy to ensure that:-

- It is competitive and allows the Authority to recruit and retain high quality staff to deliver its vision and to make its staff and its communities safer.
- Is fair and equitable both within the organisation, whilst considering relevant comparable data with other similar organisations and roles.
- Is transparent and open to public scrutiny.

In deciding pay levels all graded roles take account of National Conditions of Service as well as undertaking Organisational Job Evaluation using a national jointly agreed scheme that is endorsed by the representative bodies. This process will take account of a range of measurable factors that ensures organisational transparency, continuity and equality in relation to pay.

For senior Green Book roles (Heads of Functions and Directors) pay review is undertaken externally utilising the HAY job evaluation software which is designed for use with senior roles in organisations.

***Details of the Pay Review process can be found within Service Instruction SI 0859***

This process where appropriate can also be supplemented were necessary to take account of:-

a) Market Forces and comparators

   Comparisons are undertaken where deemed appropriate or equitable roles can be identified:-

   - With other Metropolitan and similar sized Fire and Rescue Services
   - With other pan Merseyside and local district organisations
   - Other comparator and private sector salaries where appropriate (particularly for professional services roles)

b) The relative size and efficiency of the management team
c) The level and breadth of responsibility both at a local or national level
d) The full range of benefits afforded to the individual

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e) Organisational Success

If this approach is to be adopted it is at the approval of the Director of People and Organisational Development.

The Authority regularly reviews its management structures and pay scales to ensure they remain efficient and applicable. Although recognising the national pay framework, the Authority has also negotiated a more flexible local agreements which has enabled it to reduce overall numbers and deliver savings on the staffing budget.

## Reemployment

It is not in the Authority's policy to re employ or contract with senior managers who have been made redundant, or sought voluntary severance unless there are exceptional circumstances where their specialist knowledge and expertise is required for a specific defined period.

## Openness and Accountability

The Authority is committed to openness and accountability to the communities it serves. Information about pay and rewards is published:-

- In this pay policy annually
- In its annual accounts statement
- On its website

## Pay Arrangements for The Strategic Leadership Team (Senior Officers)

For the purposes of this policy, Senior Officers are defined as the Strategic Leadership Team (SLT). SLT is responsible for implementing the policies procedures and decisions of the Fire Authority and carry out a variety of professional advisory roles.

The SLT has three Executive Officers:-

- **Chief Fire Officer**
- **Deputy Chief Fire Officer**
- **Assistant Chief Officer**

The Executive (Principal Officers) and Area Managers follow a continuous cover operational duty system. Under this system officers are available 24 hours a day, 7 days a weeks (except during periods of leave) to ensure strategic level operational cover is maintained efficiently.

The Executive (Principal Officers) also provide national leadership on behalf on Government as part of the Authority's lead roles for National Resilience (on behalf of the Ministry of Housing, Communities and Local Government), and UK International Search & Rescue (on behalf of the Foreign, Commonwealth & Development Office).

Alongside the Executive, the Authority has a number of strategic managers to deliver its day to day business. The other members of SLT are:-

- Director of Strategy and Performance

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- Director of Finance & Procurement (Section 151 Officer)
- Director of People & Organisational Development
- Head of Legal and Democratic Services & Monitoring Officer
- Area Manager Operational Preparedness (Continuous Cover)
- Area Manager Operational Response (Continuous Cover)
- Area Manager Protection (Continuous Cover)
- Area Manager Prevention (Continuous Cover)
- Area Manager National Resilience (Continuous Cover). This role is nationally funded.

## Officers' Remuneration

The current Chief Fire Officer was appointed in April 2025.

The current salary (1st July 2025) is set at £199,600- £210,105. The Deputy Chief Fire Officer was also appointed in April 2025. This position is paid at between 80% and 85% of the Chief Fire Officers salary. The Assistant Chief Fire Officer position is paid at between 70% and 75% of the Chief Fire Officers salary.

Director/Area Manager salaries range from £103K-£136K.

***Other non-pay related benefits are attached in Appendix A***

## Green Book Incremental Progression

Green Book employees are paid within incremental pay scales, which allows for yearly progression until the top of the grade is achieved. It is Authority practice to place new employees, employees regraded through the pay review system or those employees promoted using a process of minimum point of advantage.

This is subject to a minimum floor increase of £750* for existing staff following a regrade / promotion.

Existing staff will be placed at the bottom of the grade if that represents a salary increase for them of at least £750. If the pay increase is below £750, they will be placed on the next increment (if available) in the new grade which see a £750 increase.

*If the top increment in the new grade is less than a £750 increase then the increase applied will reflect the difference between the top increment in the new grade and the previous rate of pay.

If (at the point of appointment / regrading) an individual can demonstrate they were already earning above the lowest salary point (for example where spinal points fall within more than one grade band), they will placed on the first appropriate spinal column point that represents a pay increase. For existing staff this will be at least £750.

## Definition of Lowest Paid Staff

The Authority defines its lowest paid employees by alignment to the lowest grades of uniformed and non-uniformed / support staff.

***The lowest paid graded support staff role is Grade 2 (SCP2) with a starting salary of £24,413 pa****. This SCP is due to be deleted in April 2026 as pay of the NJC Green Book pay agreement for 2025. After this point the lowest grade will be Grade 2 (SCP 3) with a starting salary of £24,796 (subject to 2026 pay award).*

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*As part of the NJC Grey Book pay agreement for 2025 the trainee grade for Firefighters and Firefighters (control) were deleted from the pay scale as of 1st July 2025.*

***The lowest paid grey book roles are therefore :***

- ***Firefighter Development £30,384 pa***
- ***Firefighter (Control) Development £28,865 pa***

NB. The Authority also provides for a number of 'non established' temporary apprenticeship roles to enable individuals to gain valuable experience and development in support of securing full time permanent roles either either within MFRA or with other employers. Rather than paying the National Apprenticeship wage (which mirrors the National Minimum wage for under 18's) all apprentices are paid the National Living Wage for their age.

## Comparison with Lowest Paid Staff

In setting reward structures for Senior Managers, the Authority does not take direct account of multiples of pay, but it is mindful of the Hutton Recommendation, that multiples of over 20 might well be considered excessive.

The current ratios (based on agreed 2025 pay awards) between high and low paid graded salary staff are:-

***Highest paid Manager/Lowest paid member of all staff = 8.61 (Last year this was 8.61)***

***Highest paid Manager/Lowest paid Grey book roles:***

- ***Green Book G2 (SCP2) = 8.61 (Last year this was 8.61)***
- ***Firefighter Development = 6.91 (Last year this was 7.20)***
- ***Firefighter (Control) Development = 7.28 (Last year this was 7.58)***

## 3. Policy Implementation

The Service Instructions used to underpin this Policy are:

SI0859 Pay Review Process

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## Appendix A

### MERSEYSIDE FIRE AND RESCUE SERVICE

Pay Policy Other Benefits

In 2015, new laws introduced a new scheme for firefighters - the Firefighters' Pension Scheme 2015 (FPS 2015). These laws included protections which meant that some members of the legacy schemes (FPS 1992 and FPS 2006) didn't join FPS 2015 either straight away or at all, depending on their age. After a legal challenge, the courts determined that these protections were age discriminatory.

To remove future discrimination from the scheme and ensure equal treatment, all remaining protected members of the legacy schemes who were not currently members of FPS 2015 transferred into this scheme on 1 April 2022.

This means that future service for all members will build up in the existing FPS 2015 - this scheme is not changing.

Final salary benefits already built up in either of the legacy schemes (FPS 1992 or FPS 2006) are fully protected.

Uniformed firefighters including the Chief Fire Officer (CFO), Deputy Chief Fire Officer (DCFO) and Assistant Chief Fire Officer (ACFO) and the Area Managers can all be members of the Firefighter Pension Scheme 2015 (FPS 2015).

FPS 2015 is a contributory scheme; this means that the employee contributes to the scheme from his or her own salary. Grey Book members of staff (operational staff) contribute between 11% to 14.5% of their salaries dependant on grade. Employer's contribution to the FPS 2015 are 37.6%. Both employee and employer's contribution are paid into an Authority pensions account and the cost of pensions, when they are taken, are also then paid from this account with the net deficit then reimbursed by Government.

The rules governing the pension scheme are contained in regulations made by Parliament and are available at http://www.gov.uk

Non-Uniformed staff can be members of the Local Government Pension Scheme which is a contributory scheme; this means that the employee contributes to the scheme from his or her own salary.

The employee contribution rate is between 5.5% and 12.5% and the Employer's contribution to the LGPS is currently 17.9% (the figure varies depending upon how much is needed to ensure benefits under the scheme are properly funded, and are set independently). The rules governing the pension scheme are contained in regulation made by Parliament and are available at http://www.lgps.org.uk

**Other Benefits**

The Strategic Leadership Team (SLT) work such hours as are necessary to ensure the job gets done. This routinely involves evening and weekend work as well as the standard Monday to Friday business week. No extra payments are made for such extended hours.

In addition, the CFO, DCFO, ACFO and Area Managers work a 'continuous duty' system whereby they have to remain available for operational response for protracted periods. The very nature of a senior officer role also means that they regularly have evening and weekend work commitments.

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Where a car is required to carry out their duties each Officer is provided with a lease car arrangement to which the Authority makes a contribution.

The individuals are given the flexibility to add to this lease amount at their own expense if they want to exercise their personal choice for a more expensive car. The Authority has clear guidelines on the type of vehicle that can be used given the operational nature of the role and recognition of emissions.

In addition, other organisational benefits may be applicable. The Authority strives to be an excellent employer and makes a wide range of benefits and support available to **all** staff. The Executive team may be eligible/take advantage of these benefits in certain instances.

**General Benefits**

- Enhanced maternity and adoption leave
- Paid paternity leave
- Shared parental leave
- Agile and Hybrid Working arrangements for applicable roles
- Flexible Working arrangements and opportunities to apply for career breaks
- Ability to accrue hours to take flexi days (for certain roles)
- Support for Armed Forces Reservists including enhanced leave for training.
- Access to membership of the Blue Light Card scheme which offers a wide range of discounts across a number of retail, hospitality and leisure companies.
- Free car parking at all MFRS sites for staff
- Access to childcare vouchers
- Corporate Uniform available (for roles where applicable)
- Relocation expenses

**Health & Wellbeing benefits**

- Internal and external counselling services
- Regular health checks for staff
- Physiotherapy referrals

- Access to a team of Occupational Health medical team; Personal Training Instructors; and Nutritionist to assist with improving fitness and wellbeing.
- Discounted eye tests and prescription glasses vouchers
- Fast track scheme for diagnostic testing
- Employee Assistance Programme to staff members and their immediate family members
- Pastoral and Multi Faith support
- Days to undertake your own volunteering within the community
- Free us of gyms at all MFRS sites
- Mental and Physical Rehabilitation breaks with the Firefighters Charity open to all staff.
- Payment of prescription charges for menopause medication
- Active staff networks open to all staff
- Free Flu Inoculations
- Support for staff attending Firefighter Charity Rehabilitation centres

**Education, Training and Development Recognition**

- High Potential Programme - to support the development of staff with leadership potential and the drive to take the Service forward, the programme will seek to develop their skills and knowledge around personal, organisational and community leadership, enhancing their potential to ensure we continue to deliver the best possible outcomes for the public.
- Fully and part funded professional qualifications available to all staff
- Coaching and mentoring programme to support all staff and assist with their development in roles
- Apprenticeship programmes – opportunities to gain a qualification whilst working at MFRS
- Leadership and Management qualifications for supervisory managers and above

**Expenses/Allowances**

The Authority reimburses officers for costs incurred when working away from home, when at conferences, regional or national meetings etc. The costs of work travel, accommodation and subsistence are claimable The very nature of the role means that SLT members are regularly required to work in different parts of the country and spend nights away from home. Claims are

either based upon actual expenditure incurred according to strict controls and rules or, on occasion, can be payable in line with the Authority's national scheme for Allowances.

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