

Employers' Secretary, Charles Nolda  
Layden House, 76-86 Turnmill Street,  
London, EC1M 5LG  
Telephone 020 7296 6723 Fax 020 7296 6718  
e-mail: [gill.gittins@lg-employers.gov.uk](mailto:gill.gittins@lg-employers.gov.uk)

**NATIONAL JOINT COUNCIL  
FOR LOCAL AUTHORITIES'  
FIRE BRIGADES**

Employees' Secretary, Andy Gilchrist  
Bradley House, 68 Coombe Road,  
Kingston upon Thames, KT2 7AE  
Telephone 020 8541 1765

---

**To: Chief Fire Officers/Firemasters  
Chief Executives/Clerks to Fire Authorities  
Chairs of Fire Authorities**

**Members of the National Joint Council**

---

2nd December 2003

**CIRCULAR NJC/12/03**

Dear Sir/Madam

**STAGE 2 PAY SETTLEMENT**

1. Revised rates of pay effective from 7th November 2003 are **attached**. These rates implement the first phase of the Stage 2 pay award set out in the accompanying circular NJC/13/03.
2. The rates provide an increase in basic pay of at least 3.5%. Where the increase due under Stage 2 exceeds 7% and the employee is in receipt of the 15-year long service increment then the necessary abatement of the long service increment has been taken into account in the revised pay rates.
3. For employees on the retained duty system the full disturbance payment due under Stage 2 has been included in the attached rates.
4. The attached rates are intended to provide fire authorities with all the information they need in order to implement the first part of Stage 2 now. The full details of Stage 2 will follow shortly.

Yours faithfully  
**CHARLES NOLDA**  
**ANDY GILCHRIST**  
**Joint Secretaries**

## STAGE 2 – 7th NOVEMBER 2003 ASSIMILATION EXISTING FIREFIGHTING RANKS

Current rank and pay point	Current annual £	Pay assimilation point	FROM 7th NOVEMBER 2003				
			Basic annual £	Prot LSI £	Total annual £	Basic hourly rate £	Over-time rate £
<b>Firefighter (aged 18)</b>							
During first 6 months	17619	Firefighter protected point C	18237	-	18237	8.32	12.48
After 6 months	18435	Firefighter protected point D	19080	-	19080	8.71	13.07
<b>Firefighter (19 or over)</b>							
During first 6 months	17895	Firefighter protected point E	18522	-	18522	6.81	10.22
After 6 months and in 2nd year	18702	Firefighter protected point F	19356	-	19356	8.83	13.25
During 3rd year	19596	Firefighter protected point G	20283	-	20283	9.26	13.89
During 4th year	20568	Firefighter protected point H	21288	-	21288	9.72	14.58
During 5th year (qualified)	22392	Firefighter (competent)	23175	-	23175	10.58	15.87
After 15 years (qualified)	23391	Firefighter (competent)	23175	990	24165	11.03	16.55
After 15 years (unqualified)	21522	Firefighter (competent)	23175	-	23175	10.58	15.87
<b>Leading Firefighter</b>							
After 15 years' service	23976	Crew Manager (competent)	24816	-	24816	11.33	17.00
	24966	Crew Manager (competent)	24816	990	25806	11.78	17.67
<b>Sub-Officer</b>							
During 1st year in rank	24588	Watch Manager (competent A)	26430	-	26430	12.06	18.09
After 15 years' service	25578	Watch Manager (competent A)	26430	-	26430	12.06	18.09
During 2nd year in rank	25536	Watch Manager (competent A)	26430	-	26430	12.06	18.09
After 15 years' service	26523	Watch Manager (competent A)	26430	990	27420	12.51	18.77
<b>Station Officer (Rider Station Officer or specialist not on flexible duty system)</b>							
During 1st year in rank	28524	Station Officer protected point J	29523	-	29523	13.47	20.21
After 15 years' service	29511	Station Officer protected point J	29523	990	30513	13.93	20.90
During 2nd year in rank	29157	Station Officer protected point K	30177	-	30177	13.77	20.66
After 15 years' service	30138	Station Officer protected point K	30177	990	31167	14.22	21.33
During 3rd year in rank	29784	Station Officer protected point L	30828	-	30828	14.07	21.11
After 15 years' service	30759	Station Officer protected point L	30828	990	31818	14.52	21.78
<b>Station Officer (On flexible duty system)</b>							
During 1st year in rank	28524	Station Manager (competent A)	30828	-	30828	14.07	21.11
After 15 years' service	29511	Station Manager (competent A)	30828	-	30828	14.07	21.11
During 2nd year in rank	29157	Station Manager (competent A)	30828	-	30828	14.07	21.11
After 15 years' service	30138	Station Manager (competent A)	30828	318	31146	14.22	21.33
During 3rd year in rank	29784	Station Manager (competent A)	30828	-	30828	14.07	21.11
After 15 years' service	30759	Station Manager (competent A)	30828	990	31818	15.52	21.78
<b>Assistant Divisional Officer (Not responsible for a group of stations)</b>							
During 1st year in rank	30063	Station Manager (competent B)	33009	-	33009	15.07	22.61
After 15 years' service	31041	Station Manager (competent B)	33009	-	33009	15.07	22.61
During 2nd year in rank	30972	Station Manager (competent B)	33009	-	33009	15.07	22.61
After 15 years' service	31962	Station Manager (competent B)	33009	-	33009	15.07	22.61
During 3rd year in rank	31893	Station Manager (competent B)	33009	-	33009	15.07	22.61
After 15 years' service	32868	Station Manager (competent B)	33009	990	33999	15.52	23.28

FROM 7th NOVEMBER 2003

Current rank and pay point	Current annual £	Pay assimilation point	FROM 7th NOVEMBER 2003		Basic annual £	Basic hourly rate £	Over-time rate £
			Prot LSI £	Total annual £			
<b>Assistant Divisional Officer</b> <i>(Responsible for a group of stations)</i>							
During 1st year in rank	30063	Group Manager (competent A)	34704	-	34704	15.84	
After 15 years' service	31041	Group Manager (competent A)	34704	-	34704	15.84	
During 2nd year in rank	30972	Group Manager (competent A)	34704	-	34704	15.84	
After 15 years' service	31962	Group Manager (competent A)	34704	-	34704	15.84	
During 3rd year in rank	31893	Group Manager (competent A)	34704	-	34704	15.84	
After 15 years' service	32868	Group Manager (competent A)	34704	990	35694	16.29	
<b>Divisional Officer III</b>							
During 1st year in rank	32199	Group Manager (competent A)	34704	-	34704	15.84	
After 15 years' service	33180	Group Manager (competent A)	34704	-	34704	15.84	
During 2nd year in rank	32832	Group Manager (competent A)	34704	-	34704	15.84	
After 15 years' service	33825	Group Manager (competent A)	34704	243	34947	15.95	
During 3rd year in rank	33531	Group Manager (competent A)	34704	-	34704	15.84	
After 15 years' service	34527	Group Manager (competent A)	34704	990	35694	16.29	
<b>Divisional Officer II</b>							
During 1st year in rank	34188	Group Manager (competent B)	38211	-	38211	17.44	
After 15 years' service	35175	Group Manager (competent B)	38211	-	38211	17.44	
During 2nd year in rank	35523	Group Manager (competent B)	38211	-	38211	17.44	
After 15 years' service	36510	Group Manager (competent B)	38211	-	38211	17.44	
During 3rd year in rank	36918	Group Manager (competent B)	38211	-	38211	17.44	
After 15 years' service	37905	Group Manager (competent B)	38211	990	39201	17.89	
<b>Divisional Officer I</b>							
During 1st year in rank	37764	Area Manager (competent A)	40881	-	40881	18.66	
After 15 years' service	38748	Area Manager (competent A)	40881	-	40881	18.66	
During 2nd year in rank	38640	Area Manager (competent A)	40881	-	40881	18.66	
After 15 years' service	39633	Area Manager (competent A)	40881	72	40953	18.69	
During 3rd year in rank	39498	Area Manager (competent A)	40881	-	40881	18.66	
After 15 years' service	40485	Area Manager (competent A)	40881	990	41871	19.11	
<b>Senior Divisional Officer</b>							
During 1st year in rank	40653	Area Manager (competent B)	44385	-	44385	20.26	
After 15 years' service	41640	Area Manager (competent B)	44385	-	44385	20.26	
During 2nd year in rank	41772	Area Manager (competent B)	44385	-	44385	20.26	
After 15 years' service	42750	Area Manager (competent B)	44385	-	44385	20.26	
During 3rd year in rank	42885	Area Manager (competent B)	44385	-	44385	20.26	
After 15 years' service	43854	Area Manager (competent B)	44385	990	45375	20.71	

## STAGE 2 – 7th NOVEMBER 2003 ASSIMILATION EXISTING FIREFIGHTING RANKS (RETAINED DUTY SYSTEM)

Current rank and pay point	Pay assimilation point	FROM 7th NOVEMBER 2003		
		Full annual ret £	Rate per hour £	Dist per occ £
Firefighter	Firefighter (competent)	2318	10.58	3.15
Leading Firefighter	<b>Crew Manager (competent)</b>	2482	11.33	3.15
Sub-Officer	<b>Watch Manager (competent A)</b>	2643	12.06	3.15
Sub-Officer in charge of station	Watch <b>Manager (competent B)</b>	2877	13.13	3.15
Station Officer	Station <b>Manager (competent A)</b>	3083	14.07	3.15

### Full annual retainer

This is the full annual retainer for an employee providing full cover (which is defined as cover of at least 120 hours per week) and is 10% of the annual basic pay of a whole-time employee in the same role.

### Rate per hour

This is the basic hourly rate of a whole-time employee in the same role.

### Disturbance payment per occasion

This is the fixed disturbance payment made on each occasion that an employee is called out. The application of this payment shall be in accordance with the clarification note attached to the accompanying circular NJC/13/03. The disturbance payment is the full payment due under Stage 2 of the pay award.

## STAGE 2 7th NOVEMBER 2003 ASSIMILATION EXISTING CONTROL RANKS

Current rank and pay point	Current annual £	Pay assimilation point	FROM 7th NOVEMBER 2003				
			Basic annual £	Prot LSI £	Total annual £	Basic hourly rate £	Over-time rate £
<b>Fire Control Operator</b>							
Aged under 17	15210	Firefighter (Control) prot point A	15744	-	15744	7.19	10.79
Aged 17	15738	Firefighter (Control) prot point B	16290	-	16290	7.43	11.15
Aged 18 in first 6 months	16737	Firefighter (Control) prot point C	17322	-	17322	7.91	11.87
Aged 18 after 6 months	17514	Firefighter (Control) prot point D	18126	-	18126	8.27	12.41
<b>Fire Control Operator (19 or over)</b>							
During first 6 months	17000	Firefighter (Control) prot point E	17595	-	17595	8.03	12.05
After 6 months and in 2nd year	17766	Firefighter (Control) prot point F	18387	-	18387	8.39	12.59
During 3rd year	18615	Firefighter (Control) prot point G	19266	-	19266	8.79	13.19
During 4th year	19539	Firefighter (Control) prot point H	20223	-	20223	9.23	13.85
During 5th year (appraised)	21273	Firefighter (Control) (competent)	22017	-	22017	10.05	15.08
After 15 years' service	22221	Firefighter (Control) (competent)	22017	942	22959	10.48	15.72
<b>Leading Fire Control Operator</b>							
After 15 years' service	22776	Crew Mgr (Control) (competent)	23574	-	23574	10.76	16.14
	23718	Crew Mgr (Control) (competent)	23574	942	24516	11.19	16.79
<b>Senior Fire Control Operator</b>							
During 1st year in rank	23358	Watch Mgr (Cont) (competent A)	25107	-	25107	11.46	17.19
After 15 years' service	24300	Watch Mgr (Cont) (competent A)	25107	-	25107	11.46	17.19
During 2nd year in rank	24258	Watch Mgr (Cont) (competent A)	25107	-	25107	11.46	17.19
After 15 years' service	25197	Watch Mgr (Cont) (competent A)	25107	942	26049	11.89	17.84
<b>Fire Control Officer (Not on flexible duty system)</b>							
During 1st year in rank	27099	Fire Control Officer prot point J	28047	-	28047	12.80	19.20
After 15 years' service	28035	Fire Control Officer prot point J	28047	942	28989	13.23	19.85
During 2nd year in rank	27699	Fire Control Officer prot point K	28668	-	28668	13.08	19.62
After 15 years' service	28632	Fire Control Officer prot point K	28668	942	29610	13.51	20.27
During 3rd year in rank	28296	Fire Control Officer prot point L	29286	-	29286	13.37	20.06
After 15 years' service	29220	Fire Control Officer prot point L	29286	942	30228	13.80	20.70
<b>Fire Control Officer (On flexible duty system)</b>							
During 1st year in rank	27099	Station Mgr (Cont) (competent A)	29286	-	29286	13.37	20.06
After 15 years' service	28035	Station Mgr (Cont) (competent A)	29286	-	29286	13.37	20.06
During 2nd year in rank	27699	Station Mgr (Cont) (competent A)	29286	-	29286	13.37	20.06
After 15 years' service	28632	Station Mgr (Cont) (competent A)	29286	303	29589	13.50	20.25
During 3rd year in rank	28296	Station Mgr (Cont) (competent A)	29286	-	29286	13.37	20.06
After 15 years' service	29220	Station Mgr (Cont) (competent A)	29286	942	30228	13.80	20.70
<b>Group Fire Control Officer</b>							
During 1st year in rank	30588	Group Mgr (Cont) (competent A)	32970	-	32970	15.05	
After 15 years' service	31521	Group Mgr (Cont) (competent A)	32970	-	32970	15.05	
During 2nd year in rank	31191	Group Mgr (Cont) (competent A)	32970	-	32970	15.05	
After 15 years' service	32133	Group Mgr (Cont) (competent A)	32970	231	33201	15.15	
During 3rd year in rank	31854	Group Mgr (Cont) (competent A)	32970	-	32970	15.05	
After 15 years' service	32802	Group Mgr (Cont) (competent A)	32970	942	33912	15.48	

**FROM 7th NOVEMBER 2003**

<b>Current rank and pay point</b>	<b>Current annual £</b>	<b>Pay assimilation point</b>	<b>FROM 7th NOVEMBER 2003</b>					
			<b>Basic annual £</b>	<b>Prot LSI £</b>	<b>Total annual £</b>	<b>Basic hourly rate £</b>	<b>Over-time rate £</b>	
<b>Principal Fire Control Officer</b>								
During 1st year in rank	33759	Principal Fire Cont Off prot pt M	34941	-	34941	15.95		
After 15 years' service	34668	Principal Fire Cont Off prot pt M	34941	942	35883	16.38		
During 2nd year in rank	35082	Principal Fire Cont Off prot pt N	36309	-	36309	16.57		
After 15 years' service	35994	Principal Fire Cont Off prot pt N	36309	942	37251	17.00		
During 3rd year in rank	35880	Principal Fire Cont Off prot pt P	37137	-	37137	16.95		
After 15 years' service	36792	Principal Fire Cont Off prot pt P	37137	942	38079	17.38		