

**Headquarters**  
Hindlip Park  
Worcester  
WR3 8SP

**Tel** 0345 122 4454  
**Fax** 01905 357 466  
**Web** [www.hwfire.org.uk](http://www.hwfire.org.uk)  
**Email** [info@hwfire.org.uk](mailto:info@hwfire.org.uk)



HEREFORD & WORCESTER  
**HWFR**  
FIRE AND RESCUE SERVICE

Chief Fire Officer / Chief Executive  
Nathan Travis BA(Hons) MPA

Mr Julian Parker  
Fire and Rescue Services Association  
Station 54  
Bromyard

2<sup>nd</sup> May 2019

Dear Julian

**Ref: On-Call Pay Increase**

I am writing to you following our recent meetings (JCC) and correspondence reference the suggested pay increase for On-Call staff within Hereford & Worcester Fire and Rescue Service (HWFRS).

I can now confirm the agreed pay increase is as follows:

- **Band A and B**  
120+ and 120 hour contracts will attract an additional 20% over and above that laid out in the NJC circular 1<sup>st</sup> July 2018
- **Band C and D**  
100 and 80 hour contracts will attract an additional 20% over and above that laid out in the NJC circular 1<sup>st</sup> July 2018
- **Band E and F**  
50 and 40 hour contracts will attract an additional 5% over and above that laid out in the NJC circular 1<sup>st</sup> July 2018

It has been accepted by all parties involved in the discussions and negotiations that HWFRS is meeting Section 4 of the Grey Book – Conditions of Service Framework, Part B, Rates of pay, Annual retainer set out below.

*Annual retainer*

- *Subject to meeting the requirements at paragraph 14 of Part A of this section, an employee shall be paid the annual retainer set out in circulars issued by the NJC.*
- *The annual retainer for an employee providing full cover (which is defined as cover of at least 120 hours per week) is 10% of the appropriate annual basic pay.*
- *Where an employee provides cover for less than 120 hours per week the fire and rescue authority may set a lower annual retainer subject to it being no less than 75% of the annual retainer of an employee providing full cover.*



**Saving**  
more lives

*making a difference every day*

**Understanding** community risk  
**Preventing** harm and promoting well being  
**Responding** in the time of need

**Headquarters**  
Hindlip Park  
Worcester  
WR3 8SP

**Tel** 0345 122 4454  
**Fax** 01905 357 466  
**Web** [www.hwfire.org.uk](http://www.hwfire.org.uk)  
**Email** [info@hwfire.org.uk](mailto:info@hwfire.org.uk)



HEREFORD & WORCESTER  
**HWFR**  
FIRE AND RESCUE SERVICE

Chief Fire Officer / Chief Executive  
Nathan Travis BA(Hons) MPA

- *The annual retainer for an employee providing cover as part of the day-crewing duty system shall be 5% of the employee's full-time annual basic pay.*

It has further been agreed and recorded at JCC that the above percentage differential is met, and the difference between bands A&B and E&F created by the additional pay commitment made by HWFRS is over and above that laid out within the Grey Book/Pay circular.

I would like to thank you for your support during the discussions and can confirm the pay increase will take effect from the 1<sup>st</sup> April 2019 and will be backdated due to additional work needed to update payroll systems to accommodate the increase.

I remain committed to working with you moving forward regarding pay linked to On-Call remuneration and would reiterate that this current increase is a statement of intent from the Senior Management Board.

I will now make the necessary arrangements with the Human Resources Department to write to each member of staff to update them regarding the change, along with Payroll Services to ensure the On-Call retaining fee is adjusted.

If you have any questions regarding the above, please feel free to contact me.

Kind regards

Yours sincerely

**Guy Palmer**  
**Area Commander**



**Saving**  
**more lives**

*making a difference every day*

**Understanding** community risk  
**Preventing** harm and promoting well being  
**Responding** in the time of need