

Terms & Conditions for Deputy Chief Fire Officer

Job Title: (i)

The title for the job is Deputy Chief Fire Officer. The duties the job entails are set out in the attached job description. The job description may from time to time be amended by the Authority and, in addition to the duties set out in it, you may at any time be required to undertake additional or other duties as necessary to meet the needs of the Service.

Salary: (ii)

The current salary for the role of Deputy Chief Fire Officer is £128,000 per annum. Increases in the salary rate are determined by agreements made by the National Joint Council for Brigade Managers of Local Authority Fire and Rescue Services. All other decisions about the level of pay and remuneration to be awarded will be taken by the West Midlands Fire and Rescue Authority, who will annually review the salary level.

Hours of Duty: (iii)

Your hours of duty will be as required and, other than in exceptional circumstances, either the Chief Fire Officer or the Deputy Chief Fire Officer should be available on call within the geographical area covered by the West Midlands Fire Service at any one time.

Place of Residence: (iv)

In order to fulfil the operational responsibilities of this post, you will be required to reside at an address acceptable to the Authority within the geographical area covered by the West Midlands Fire Service. The Authority will assist you by reimbursing your removal and lodging expenses up to a maximum of £25,000.

Place of Work: (v)

Your normal place of work will be West Midlands Fire Service Headquarters, but the Authority shall be entitled to require you to work at other of its establishments, whether on a temporary or permanent basis, as it may from time to time direct. The Headquarters address is 99 Vauxhall Road, Birmingham, B7 4HW.

Training: (vi)

During your service, you will be required to undertake any training or attend any training courses deemed necessary to meet the requirements of the rank you hold. This may include training at any Authority establishment or at any external venue which may be outside of the West Midlands area, including the Fire Service College.

Leave: (vii)

Your annual leave year will run from 1st January to 31st December. Your full paid annual leave entitlement is 35 days, plus public holidays or days in lieu thereof. This includes the number of days of statutory annual leave to which you are entitled under the Working Time Regulations. During the current leave year, your entitlement will be a due proportion of this. Payment is not normally made in lieu of leave not taken, other than for any statutory annual leave to which you are entitled and which has not been taken at the termination of this contract.

Sickness: (viii)

The granting of sick pay is conditional upon your compliance with the Authority's requirements in regard to notification and certification of sickness.

Period of Notice: (iv)

Your employment may be terminated at any time:-

(a) by the Authority – by giving you three calendar months notice.

(b) by you – by giving the Authority three calendar months notice.

Private Work: (x)

You will be required to devote your whole-time service to the work of the Authority and shall not take up any other additional appointment, trade or business for hire or gain without the consent of the Authority. You will also be required to consult the Authority on any other external office or appointment offered as a result of holding this appointment or otherwise and shall not accept such offers without the express permission of the Authority.

Discipline & Grievance: (xi)

The Discipline and Grievance procedures which will be applicable to you during your employment are available for reference from the Director Human Resources. Should you consider at any time that you have a grievance relating to your employment, you should raise the matter with the Authority.

Equal Opportunity: (xii)

As an employee of the West Midlands Fire and Rescue Authority, you will be required to actively pursue all of the Authority's policies, including those on Equal Opportunities and Race Relations, and to undergo any training associated with this.

Health and Safety: (xiii)

The promotion of Health and Safety measures is a mutual objective between the Authority and employees at all levels. The Authority will, as far as is reasonably practicable, safeguard the physical and mental wellbeing of all employees whilst at work.