



AGENDA ITEM: 12

NORTH WALES FIRE AND RESCUE AUTHORITY EXECUTIVE PANEL

1st February 2010

Appointment process for the post of Assistant Chief Fire Officer

Report by Simon Smith, Chief Fire Officer

Purpose of Report

- 1 To update members of the Executive Panel as to the arrangements for the recruitment to the vacant post of Assistant Chief Fire Officer.

Background

- 2 In 2008, following the departure of the previous Deputy Chief Officer, it was identified that there was a need for specialist human resource and sector specific training skills within the senior management team. A secondee from Merseyside Fire and Rescue Service, who was working with the Centre for Leadership at the Fire Service College, was appointed for a trial period to test the benefits of this new structure.
- 3 After a trial of 18 months the Chief Fire Officer decided that this post was required on a permanent basis and at the Fire and Rescue Authority meeting on 21st December 2009 it was resolved that the third post of Assistant Chief Fire Officer should be advertised in 2010, "and that the Chief Fire Officer submit a further report on the recruitment timetable and arrangements for the position."

Appointment process

- 4 In line with all appointments to the senior management team this will be a member appointment. There will be the need to convene an

appointments committee of 6 members, including the Chair and Vice Chair and the Officers of the Authority. For consistency it is proposed that the committee should replicate that convened for the Deputy Chief Fire Officer's appointment in December 2008.

- 5 It is proposed to advertise the vacancy in both local and national media in order to attract suitably qualified applicants. As directed by the Fire and Rescue Authority the post will be advertised with the expectation that the postholder will be required to operate at Gold Command level. Applicants should either be Gold Command pre-trained or required to achieve Gold Command level within a reasonable timescale.
- 6 Similarly it will be a requirement for the postholder to have either level 3 Welsh language skills or be required to achieve that level within a determined timescale.
- 7 The selection process will involve a formal interview with the Chief Fire Officer, Clerk and Treasurer to the Authority. Those candidates who are successful at that stage of the process will then make a presentation to and be interviewed by the appointments committee. The intention is that any appointment will then be formally approved by the Fire and Rescue Authority on the 15th March 2010.

Provisional timescales

- 8 Advertisements to be placed by the end of January.
Closing date for applications 15th February 2010.
Shortlisting and invitation to attend initial interview 19th February 2010.
Officers interview early March. Date yet to be confirmed.
Members panel early March. Date yet to be confirmed.
Confirmation of appointment at the Fire and Rescue Authority meeting on the 15th March 2010.

Recommendations

- 9 That Members:
 - (i) approve the proposed process as outlined above;
 - (ii) confirm the membership of the appointments committee.