



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

APPOINTMENT OF CHIEF FIRE OFFICER

Report of the Chair of the Appointments Committee

Date: 17 December 2021

Purpose of Report:

To seek the approval to the recommendation of the Appointments Committee to the appointment of the next Chief Fire Officer of Nottinghamshire Fire and Rescue Service.

Recommendations:

- Agree to the appointment of Craig Parkin as Chief Fire Officer, with effect from 16 April 2022, as recommended by the Appointments Committee.
- Task the Chief Fire Officer with supporting the Authority in the recruitment of a temporary Assistant Chief Fire Officer, subject to the agreement of Recommendation 10.1 above.

CONTACT OFFICER

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Chief Fire Officer

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1. BACKGROUND

- 1.1 The Fire Authority will be aware that the current Chief Fire Officer retires from Nottinghamshire Fire and Rescue Service on 15 April 2022. As a consequence, a report was prepared for the Fire Authority at its meeting of 24 September 2021 regarding the appropriate process and transition arrangements that would be required to ensure both continuity and selection of the next Chief Fire Officer.
- 1.2 The Fire Authority approved the report and as a consequence, the selection of a replacement Chief Fire Officer began. This report details the process and the recommendation with regard to the appointment of the next Chief Fire Officer.

2. REPORT

- 2.1 As a consequence of the report to the Fire Authority, the decision was taken that the replacement would be selected from within the sector and would be a professional from the fire and rescue service. The decision was also taken to utilise the experience of a recruitment consultancy to maximise the exposure of the vacancy and also to attract greater interest.
- 2.2 An advert was placed on the National Fire Chiefs' Council website, and external recruitment specialists were contracted to assist in the appointments process. MPCG Professional Services were the successful recruitment specialists and have extensive previous experience of recruiting senior fire officers at this level and are recommended by human resources practitioners.
- 2.3 The process involved application, personal statement, written paper and presentation, profiling, a strategic operational exercise and media interview, Stakeholder Panel, and finally interview by the Appointments Committee. All of these were facilitated and arranged by MPCG with support from Nottinghamshire Fire and Rescue Service.
- 2.4 Following the process, the Appointments Committee came to the unanimous decision that the current Deputy Chief Fire Officer of the Service, Craig Parkin, should be offered the post of Chief Fire Officer subject to the approval of the Fire Authority.
- 2.5 Should the appointment be approved, it will create a vacancy of Deputy Chief Fire Officer. Due to the need to put in place capacity by the 16 April it is proposed that the current post holder will support Members to put in place temporary internal arrangements to provide operational and managerial support at the Assistant Chief Fire Officer level.
- 2.6 This will require seeking expressions of interest from the internal competent Area Managers with any perspective candidates being considered by the Appointments Committee, and final approval sought at the February 2022 Fire Authority meeting.

- 2.7 Should the Chief Fire Officer be absent during these temporary arrangements he will nominate a deputy for that period. In the unlikely event that the Chief Fire Officer is unexpectedly incapacitated, the Authority will rely upon the provisions within Standing Orders to nominate a deputy.
- 2.8 This will provide scope for the incoming Chief Fire Officer to advise the Authority, as part of the strategic workforce review detailed within the Community Risk Management Plan, to determine the future structure and appointment process.

3. FINANCIAL IMPLICATIONS

- 3.1 The Chief Fire Officer appointment will be made inline with the current Pay Policy at 90% of full pay (£145,733). This is subject to annual increases within the salary scale following assessment of satisfactory performance and decision by the Chair of the Fire Authority.
- 3.2 The Fire Authority set aside a contingency of £30k within the 2020/21 budget to support the Chief Fire Officer selection process. The costs have fallen below this ceiling. The temporary internal appointments process being proposed within this report will not require any funding as it will be undertaken within existing resources.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT

- 4.1 The use of independent human resources advisers ensured the process has been robust and has complied with all relevant legislation.
- 4.2 If approved, a formal job offer of Chief Fire Officer will be made to Craig Parkin and all contractual arrangements put in place.
- 4.3 The internal Human Resources department will support the Authority in undertaking a temporary Assistant Chief Fire Officer selection process.

5. EQUALITIES IMPLICATIONS

MPCG ensured the process has complied with all equalities requirements.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

Although there is no specific legal requirement under the Fire Services Act 2004 to appoint a Chief Fire Officer, under Section 2.4 of the National Framework for England (issued under Section 21 of the Act) there is a requirement for the Fire Authority to hold their Chief Fire Officer/Chief Executive to account for the delivery of the fire and rescue service.

8. RISK MANAGEMENT IMPLICATIONS

The early nomination of the next Chief Fire Officer ensures stability and continuity during the current transition.

9. COLLABORATION IMPLICATIONS

There are no collaboration implications arising from this report.

10. RECOMMENDATIONS

It is recommended that Members:

- 10.1 Agree to the appointment of Craig Parkin as Chief Fire Officer, with effect from 16 April 2022, as recommended by the Appointments Committee.
- 10.2 Task the Chief Fire Officer with supporting the Authority in the recruitment of a temporary Assistant Chief Fire Officer, subject to the agreement of Recommendation 10.1 above.

11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

Councillor Michael Payne
CHAIR OF THE APPOINTMENTS COMMITTEE