



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority

# APPOINTMENT TO THE POST OF ASSISTANT CHIEF FIRE OFFICER

Report of the Chair of the Appointments Committee

**Date:** 15 December 2023

**Purpose of Report:**

To present Members the outcome of the recent selection process to the role of Assistant Chief Fire Officer by the Appointments Committee.

**Recommendations:**

It is recommended that Members:

- Appoint Area Manager Sharman substantively to the role of Assistant Chief Fire Officer effective from 15 January 2024.
- Appoint Area Manager Berry to the role of temporary Assistant Chief Fire Officer effective from 15 January 2024 until May 2024.

## CONTACT OFFICER

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## **1. BACKGROUND**

- 1.1 This report follows the decision of Assistant Chief Fire Officer (ACFO) Brudenell to retire from Nottinghamshire Fire and Rescue Service and the requirement to recruit to a substantive replacement.
- 1.2 The Appointments Committee of the Fire Authority concluded an extensive selection process on 1 December 2023 and this report presents the recommendation of the Appointments Committee to the role and seeks the support and endorsement of the Fire Authority for the recommendations as outlined.

## **2. REPORT**

- 2.1 The selection process for the ACFO has been extensive and involved the convening of the Appointments Committee to assess the candidates and provide recommendations to the full Fire Authority.
- 2.2 Once again the Service commissioned RealWorldHR to support the process and maximise the exposure for the vacancy and thereby attract greater interest from a wide range of candidates. A previous procurement exercise was conducted from which RealWorldHR were the preferred supplier, with costs continuing to be covered within the allocated budget.
- 2.3 The selection process involved applicant screening, initial interviews, profiling, media exercise, strategic decision making exercise, stakeholder panel interview, report, presentation and Member panel interview.
- 2.4 The Appointments Committee was convened 1 December 2023 and following the process, the Committee came to the unanimous decision that Area Manager (AM) Sharman should be offered the post of ACFO with effect from 15 January 2024.
- 2.5 Due to the strategic lead role as a temporary ACFO between Derbyshire and Nottinghamshire Fire and Rescue Services, AM Sharman will remain in post until May 2024 to support a smooth transition and mitigate any areas of risk, particularly with regards to the replacement mobilising system project.
- 2.6 For the intervening period of January until May 2024 following the retirement of ACFO Brudenell and transition of AM Sharman to the substantive role, it is proposed AM Berry is promoted to temporary ACFO, providing strategic leadership and given both are internal candidates, the appointments provide continuity and resilience for the Service.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 The salary range for the ACFO post is £117,650 to £130,720 (90 – 100%). Appointment to posts would normally commence at the 90% point and increase proportionally over two years. However, AM Shaman is already on the 95% point (£124,186) due to the tenure of his temporary period of promotion and will now be reflected in terms of pension.
- 3.2 The ACFO post for the replacement mobilising system is funded 50% by Derbyshire Fire and Rescue Service, and the additional cost on the budget for Nottinghamshire Fire and Rescue Service is the difference of ACFO and AM, £27,452 PA. This additional cost can be met within the overall pay budget.
- 3.3 Area Manager Berry will commence at the 90% salary point (£117,650) with salaries being covered within the overall pay budget.

### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

Subject to approval of the Fire Authority, induction and development plans to support transition and future continuing professional development will be delivered in line within the Service's Leadership Framework overseen by the Chief Fire Officer.

### **5. EQUALITIES AND ETHICAL IMPLICATIONS**

An equality impact assessment has not been undertaken as this report does not change policy or services to the community.

### **6. ENVIRONMENTAL AND SUSTAINABILITY IMPLICATIONS**

There are no environmental or sustainability implications arising from this report.

### **7. LEGAL IMPLICATIONS**

There are no legal implications arising from this report.

### **8. RISK MANAGEMENT IMPLICATIONS**

The substantive appointment to the ACFO role of AM Sharman provides continuity in the Service's leadership, and succession planning from the temporary promotion of AM Berry will maintain focus on day to day delivery of services and provide additional resilience, thereby mitigating risk exposure.

## **9. COLLABORATION IMPLICATIONS**

Collaboration has been achieved by access to external expertise and increased the initial field of applicants to ensure a competitive process for the Appointments Committee. This collaboration will now be subject to debrief and review to inform any future opportunities for collaboration.

## **10. RECOMMENDATIONS**

It is recommended that Members:

- 10.1 Appoint Area Manager Michael Sharman substantively to the role of Assistant Chief Fire Officer effective from 15 January 2024.
- 10.2 Appoint Area Manager Leila Henry to the role of temporary Assistant Chief Fire Officer effective from 15 January 2024 until May 2024.

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

None.

Councillor Michael Payne  
**CHAIR OF THE APPOINTMENTS COMMITTEE**