



**HAMPSHIRE
FIRE AND
RESCUE
AUTHORITY**

Purpose: Decision

Date **26th September 2018**

Title **DEPUTY CHIEF FIRE OFFICER APPOINTMENT COMMITTEE**

Report of Director of Human Resources

EXECUTIVE SUMMARY

1. This report notes the Deputy Chief Fire Officer's resignation, which will take effect in June 2019. It also proposes that an Appointment Committee is established and that authority is delegated to that Appointment Committee to determine and implement an appropriate recruitment strategy, and to make the appointment of a new Deputy Chief Fire Officer for both Hampshire Fire and Rescue Authority (HFRA) and Isle of Wight Council (IWC).

BACKGROUND

2. The current Deputy Chief Fire Officer, Andy Bowers, has confirmed his intention to retire in June 2019.
3. Andy Bowers is currently the Deputy Chief Fire Officer of Hampshire Fire and Rescue Service (HFRS) and also Isle of Wight Fire and Rescue Service (IWFRS), pursuant to the Delivering Differently in Partnership ("DDIP") agreement.
4. In light of the complex national and local context within which both fire services are operating, it is important for the Authority to make considered and informed decisions about the strategy to recruit a new Deputy Chief Fire Officer and the basis on which any appointment will be made.
5. In order to ensure that the Authority is able to explore and consider all relevant issues and devise a strategy and process that meets both HFRA and IWC requirements, it is recommended that an Appointment Committee is set up. The Appointment Committee will determine the recruitment strategy, recruitment process and basis on which the appointment of a new Deputy Chief Fire Officer should be made.
6. Proposed terms of reference for the Appointment Committee are set out at Appendix 1. It is proposed that 5 members of HFRA are appointed to the Appointment Committee, as per the Terms of Reference and that the HFRA Chairman is appointed as Chairman. It is also proposed that a Member of the IWC is invited to join the Appointment Committee.

SUPPORTING OUR SERVICE PLAN AND PRIORITIES

7. Recruiting a Deputy Chief Fire Officer with the right skills to lead the Service through a period of change over the next two to five years is vital in order to support the delivery of the Service Plan.

CONSULTATION

8. It is recommended that the Appointment Committee consult the IWC with a view to determining appropriate involvement of the IWC in the process as a stakeholder. Inviting a Member of the IWC to participate in the Appointment Committee (as a non voting stakeholder) will assist with this consultation.
9. The Appointment Committee will also wish to identify other key stakeholders and consider appropriate consultation, as per the proposed Terms of Reference.
10. Public consultation is not required, as this is an internal employment matter.

RESOURCE IMPLICATIONS

11. Delivery of the recruitment strategy determined by the Appointment Committee will need to be appropriately resourced. Human Resources (HR) will lead the process as part of the business as usual HR processes and members of the Appointment Committee will need to be available to participate in the process.

LEGAL IMPLICATIONS

12. HFRA is able to form committees pursuant to ss101 and 102 of the Local Government Act 1972 and is able to delegate functions to such a committee.
13. Any recruitment strategy and process undertaken by the Appointment Committee will need to meet the Authority's statutory equality obligations. Decision making must be in accordance with the constitution and other legal requirements. Legal advice will be given to the Appointment Committee as required.

PEOPLE IMPACT ASSESSMENT

14. The proposals in this report are considered compatible with the provisions of equality and human rights legislation.

OPTIONS

15. The Authority has the options of:
 - (a) delegating the responsibility for appointing a new Deputy Chief Officer to an Appointment Committee pursuant to the terms of reference set out at Appendix 1; or
 - (b) reserving the decision to appoint to Hampshire Fire and Rescue Authority, as a decision of the full authority.

RISK ANALYSIS

16. The risks of not establishing an Appointment Committee are that the contextual factors that are relevant to a Deputy Chief Fire Officer recruitment strategy and process may not be appropriately considered, leading to a decision or decisions which may be open to challenge or which will otherwise adversely affect the Authority.
17. The timescales for successfully appointing a new Deputy Chief Fire Officer who can take up post with effect from April 2019 (to allow for a handover) are tight. If an Appointment Committee is not given delegated authority to make the appointment and instead has to report back to HFRA for a full authority decision, this is likely to cause a delay.

CONCLUSION

18. For the reasons set out in this report it is recommended that an Appointment Committee is established with delegated responsibility for appointing a new Deputy Chief Fire Officer.

RECOMMENDATION

19. That the Authority notes the Deputy Chief Fire Officer's resignation which will take effect in June 2019; and
20. That the Authority agrees to establish an Appointment Committee on the basis set out in the proposed Terms of Reference at Appendix 1; and
21. That the Authority appoint 5 members of the HFRA to the Appointment Committee; and
22. That authority is delegated to the Clerk to the Authority to invite the IWC to nominate a Member of the IoW Council to join the Appointment Committee as a non voting stakeholder.

APPENDICES ATTACHED

23. Appendix 1 – Proposed Terms of Reference for the Appointment Committee

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