



COMBINED FIRE AUTHORITY

11 JUNE 2018

SERVICE LEADERSHIP TEAM STRUCTURE

REPORT OF DEPUTY CHIEF FIRE OFFICER

PURPOSE OF THE REPORT

1. This report outlines the Service Leadership Team (SLT) structure going forward following the retirement of the Deputy Chief Fire Officer (DCFO) and the resignation of the Area Manager(AM): Training, Assets and Assurance to take up a position with Bedfordshire Fire and Rescue Service (FRS).

BACKGROUND

2. On 27 September 2017 the Authority approved an amended structure for the SLT, to take account of the retirement of the DCFO and resolved to replace the position with two Assistant Chief Fire Officer (ACFO) positions. Subsequently Sarah Natrass and Dominic Brown were appointed into the ACFO position in February 2018. Sarah has taken up the ACFO: Service Support role on a substantive basis and Dominic has taken the up the ACFO: Service Delivery role on a temporary basis.
3. On 01 May 2018, AM Andy Hopkinson left the Service to take up the DCFO role with Bedfordshire FRS. The Chair and Vice Chair have written to him, on behalf of the Authority, thanking him for all of his hard work while with the Service and wishing him well in his new role.
4. The changes outlined above gave rise to two AM vacancies in the Service, one temporary (to replace Dominic Brown) and one permanent (to replace Andy Hopkinson). A temporary promotion process was, therefore, advertised to qualified staff both internally and with Tyne and Wear FRS (TWFRS), as part of our ongoing collaboration work. This resulted in two internal members of staff being temporary promoted:
 - John Walkden to the AM: Emergency Response role;
 - Steve Wharton to the AM: Training, Assets and Assurance role.
5. As there is a substantive vacancy at AM level the Service will be undertaking a substantive AM Assessment and Development Centre (ADC) at some point this year. In line with our normal policy we will be advertising this process nationally to ensure we attract the best possible applicants. This is also now a requirement of the Fire and Rescue National Framework for England which was published on 08 May 2018.
6. Discussions with TWFRS will take place to establish if they have any AM vacancies and if they wish to collaborate on the ADC process.

7. As part of the restructure the reporting lines for a number of roles have changed and therefore it is appropriate to ensure that the job titles accurately reflect the roles the individuals are undertaking. If the Service wish to influence the national agenda it is also important that our job titles are reflective of those in other FRSs for equivalent positions. It is therefore recommended that the following titles are amended:
- Head of Corporate Resources and Treasurer to Director of Corporate Resources and Treasurer;
 - Corporate Resources Manager to Head of Corporate Resources;
 - Workforce Development Manager to Head of Workforce Development.
8. The renaming of these posts will not result in any increase in remuneration for any of the members of staff and all three posts have previously been subjected to external job evaluation. A copy of the amended SLT structure is attached as Appendix A.

RECOMMENDATIONS

9. Members are requested to:
- (a) **Note** the amended SLT structure at Appendix A which will be in place from 29 June 2018 when the DCFO retires;
 - (b) **Note** the intention to advertise nationally for an Area Manager ADC over the next few months;
 - (c) **Approve** the amended job titles listed in paragraph 7.

Deputy Chief Fire Officer Colin Bage 0191 3755585