



Northamptonshire Fire and Rescue Service

Chief Fire Officer Candidate Pack

 GatenbySanderson

 INVESTORS
IN PEOPLE | GOLD

April 2022

Table of Contents

Table of Contents	2
A message from the Police, Fire and Crime Commissioner	3
About Northamptonshire Fire and Rescue Service	4
Job description	5
Person specification	6
Timetable of appointment	9
How to apply	9
Advertisement	10

A message from the Police, Fire and Crime Commissioner



Dear applicant

Thank you for your interest in this exciting role in Northamptonshire.

As Police, Fire and Crime Commissioner, I am fully committed to supporting the Chief Fire Officer to enable them to deliver an unrivalled service across our county, and play its crucial role in helping to keep our communities safe.

As an operational service, staffed by credible and competent professionals, I am looking not only to the Fire and Rescue Services nationally and internationally for our next Chief, but also to professionals from other similar large-scaled operational businesses. We have seen this effectively achieved elsewhere, so it is nothing new. What is important, as we look to deliver improvements in our current provision, is that we get the right person for the job to build on the achievements of our retiring CFO Darren Dovey.

Like many FRS's we have responded well to the views of Her Majesty's Inspectorate of Constabulary, Fire and Rescue Services (HMICFRS), as well as to our residents and business leaders. We have made good progress since our last inspection in 2018/19, which we expect to be reflected in the 2022 report published later in the year, but there always remains more to be done.

We have made significant progress in improving the performance and infrastructure of the organisation and, through our joint enabling services with the Police, have delivered efficiencies. In the next phase of our service development journey, we are specifically looking to focus on innovation, transformation and modernisation, looking to build a culture that is open to innovation and is truly inclusive, creating an environment where all of our staff, whoever they are, can be comfortable, can thrive, and do their best work. This role will be central to driving that cultural change and I am looking for an exceptional candidate who will genuinely look to work constructively with staff and representative bodies to create a modern, innovative and dynamic service.

If you are up for the challenge and the journey we are on, I would be delighted to hear from you. Delivering an outstanding service for all those who live, work and visit the county is my priority, so thank you again for your interest. I look forward to receiving your application.

Yours sincerely

A handwritten signature in black ink that reads "Stephen Mold".

Stephen Mold

About Northamptonshire Fire and Rescue Service

Northamptonshire Fire and Rescue Service has 22 stations and has its headquarters Darby House, Wellingborough (a site shared with Northamptonshire Police and the Office of Police, Fire & Crime Commissioner (OPFCC)). In addition, it has two satellite sites:

- Moulton Logistics Centre (MLC), Moulton, Northampton
- Northern Accommodation Building, Kettering Wellingborough.

The Chief Fire Officer is also the Chair of the local resilience forum, which includes emergency services, local authorities, government agencies, health, utilities, military voluntary organisations and businesses. The forum identifies and assesses local risks such as flooding, pandemic flu and utility failure.


The service has the capability to deal with the consequences of terrorism, flooding and other large-scale emergencies alongside the more traditional incidents it attends such as fires and road traffic accidents.

The last published inspection by the HMICFRS (in 2018/19) showed that we required improvement across three key areas, namely:

- The extent to which the service is **effective** at keeping people safe and secure from fire and other risks
- The extent to which the service is **efficient** at keeping people safe and secure from fire and other risks
- The extent to which the service looks after its **people**

Much has been achieved since our last inspection though, with the latest inspection due to be published later in 2022.

In addition to the Chief Fire Officer (CFO), there are two Assistant Chief Fire Officers (ACFOs), a Joint Assistant Chief Officer for Enabling Services (across Police and Fire), three Area Managers (AMs), a Head of Protection and the Prevention, Safeguarding and Partnerships Manager who collectively come together to form the Fire Executive Group (FEG) for NFRS.

Key facts – 2019/20		
		
SERVICE AREA	914 square miles	
POPULATION	0.75m people	+6% local 5 yr change
WORKFORCE	62% wholetime firefighters	38% on-call firefighters
	0.54 per 1000 population local	0.57 national level
	+5% local 5 yr change	+8% national 5 yr change
ASSETS	22 stations	28 fire engines
INCIDENTS	2.3 fire incidents per 1000 population local	2.7 national
	2.4 non-fire incidents per 1000 population local	3.1 national
	2.5 fire false alarms per 1000 population local	4.1 national
COST	£19.93 firefighter cost per person per year	£24.53 firefighter cost per person per year (national)

Job description

Title: Chief Officer for the Fire and Rescue Service
Organisation: Northamptonshire Fire and Rescue Service (NFRS)
Location: Wellingborough

Job purpose:

The challenges which our county faces are changing at pace and our services need to respond to successfully deliver the outcomes we aspire to achieve for the residents and communities we are here to serve. As the Chief Officer for the Fire and Rescue Service you will lead the development of a modern, responsive, partnership focussed service which will deliver the objectives of the Police, Fire and Crime Plan and contribute to the wider partnership priorities of the county as a whole.

You will lead our Fire and Rescue Service to support the outcomes of the Northamptonshire Police, Fire and Crime Plan. Reporting directly to the Police, Fire and Crime Commissioner, you take full operational responsibility to ensure that our Fire and Rescue Service fully discharges its statutory obligations and duties in line with the Fire and Rescue National Framework and the needs of the people and communities of Northamptonshire.

You will be given the autonomy needed to transform our Fire and Rescue Services to provide the best outcomes for our residents. Working with our emergency services partnerships you will shape and develop opportunities within and across our partnership borders. Fire service experience would be helpful, but it is not essential for this leadership role. What will be key is a strong focus on outcomes, with the ability to drive performance improvement and transformation in a large operational business.

You will be available on call, as required to meet the exigencies of the service.

Key Responsibilities

- Be responsible for the service delivery of fire and rescue functions ensuring that intended outcomes and agreed service levels are achieved through effective management against key performance indicators, with a particular focus on resilience and safety.
- Be responsible for significant delegated financial budgets and resources ensuring that they are allocated effectively for the delivery of intended outcomes in a manner which demonstrates value for money and compliance with relevant policies and guidelines.
- In conjunction with the Monitoring Officer and Section 151 Officer advise the Commissioner accordingly to ensure standards of governance are maintained.
- Be accountable for delivering against the Community Risk Management Plan (CRMP).
- Direct and lead the Service through transformational change at a strategic level to ensure it successfully achieves its business objectives and accommodates the challenges facing the Authority, including effective use of the resources available.

- Deliver cultural transformation to develop the Fire and Rescue service in Northamptonshire into a fully inclusive workplace, representative of the communities that it serves
- Provide strong, visible and collective leadership across the Fire Service and its partners which builds a culture of high performance, inspires people and supports the delivery of the Fire Authority's strategic objectives.
- Champion the benefits of a safe, inclusive and diverse workplace to the business of the Authority. Ensure that the Service operates and promotes fair and open practices relating to employment and service delivery. Utilise the relevant legislation relating to equality, fairness to present the Service as an employer of choice.
- Proactively build and maintain collaborative relationships and partnerships. Build constructive relationships with staff representative organisations to develop and foster a positive industrial relations climate that facilitates change.
- Assume the role of Principal Officer within a multi-agency Strategic Co-ordinating Group as Chief Officer for the Fire and Rescue Service during a major emergency. (Where appropriate candidates will be supported to gain relevant service knowledge.)
- Working with the Commissioner, make submissions to influence policy decisions that will affect people in Northamptonshire. Set the pace for the organisation; providing and actively promoting clear, consistent, highly visible leadership across the service to build a culture of trust, highperformance and continuous improvement. Lead, manage and develop a highly effective Service Leadership Team that works strategically, collaboratively, and promotes a corporate 'one team' approach.
- Positively contribute to and champion a safe working environment; proportionately apply Health and Safety, Risk Management, Business Continuity and Safeguarding policies and procedures. Process personal data fairly and lawfully as identified within the Data Protection Act 1998.
- Lead and drive a culture of continual improvement for the Fire Service ensuring that business processes are effective and efficient and enable the highest possible levels of service quality to be provided.
- One of the primary roles for the Chief Officer for the Fire and Rescue Service will be leading on the Fire Service Integration and Collaboration with partners.
- You will be required to undertake routine medical examinations throughout your employment and it is your responsibility to maintain a level of physical fitness to meet the requirements of the role.

Person specification

Essential criteria

- Substantial track record of operating within a leadership role at Management Board level, within an organisation of comparable scale and complexity
- Proven track record and significant experience of leading substantial transformational change within a strongly unionised environment. Particularly organisational, behavioural and cultural transformation, with a demonstrable ability to lead people through the transformational change journey
- Strong and demonstrable people leadership skills, with a proven ability to manage resources effectively and efficiently, providing inspiration and motivation across a diverse workforce.
- Demonstrable track record of operating strategically; providing innovation and creativity to organisational challenges with the credibility and ability to contribute positively to policy and strategy development at a local, regional and national level
- Significant track record of effectively working with and managing diverse stakeholder relationships across a range of disciplines and at a breadth of levels.
- Positive track record of establishing sustainable working partnerships and relationships fostering collaboration and joint working
- Experience of leading a public sector or public sector related organisation/significant division/operation, and positively impacting the relationship with associate unions.

Desirable criteria

- Significant experience of having worked at a senior level in a political environment.
- Proven transformational and visionary leader with proven ability to lead a strategic team at a similar level through customer services and leadership capability.
- Ability to lead across a multi-agency environment including local authorities, emergency organisation, the private sector and the third sector.
- Strong awareness of the requirements of strategic (Gold) command during a major incident/civil emergency.
- Possession of a thorough understanding of the political and economic context of the fire and rescue service terms of government, governance, stakeholders and the community.
- Evidence of continuous and professional development.

Skills and Abilities

- Clear connection and commitment to the values of the organisation and commitment to the Nolan principles for public life.
- Proven leadership and motivational skills, especially in the context of service transformation
- Highly motivated and not easily discouraged, with resilience and tenacity
- Ability to make clear decisions in a variety of circumstances
- Highly effective written communication skills including drafting and interpreting strategic plans, policies and reports
- Personal and professional demeanour that commands credibility, confidence and respect
- Able to engage effectively with a range of people and stakeholders at all levels
- Financially astute able to manage budgets in all contexts
- Excellent ability to deliver effective PR and media messages
- An effective and balanced decision maker who leads by example
- Excellent negotiation, persuasion and communication skills, including media management and negotiation with internal and external agencies
- To be self-assured, confident, assertive and approachable.

Timetable of appointment

Closing date for applications (08:00 Monday)	30 th May 2022
Shortlist meeting (for information only)	3 rd June 2022
Final Panel Interviews and assessments	9 th /10 th June 2022

How to apply

<p>How to apply</p>	<p>We are seeking to appoint a Chief Fire Officer and that appointment will be made based on a combination of your written application, video submission, assessments and final interview.</p> <p>To apply please visit our recruitment partner’s website at: https://www.gatenbysanderson.com/job/GSe84785/Chief-Fire-Officer-/ or by using the ‘search for jobs’ function at www.gatenbysanderson.com and entering Northamptonshire Fire and Rescue Service or the reference number 84785.</p> <p>Register and submit the following no later than 08:00 Monday 30 May 2022:</p> <ol style="list-style-type: none"> 1. A tailored CV (maximum of 2 pages), setting out your work history (paid and voluntary), responsibilities and achievements as they relate to this role; 2. A cover letter (maximum of 2 pages), outlining your suitability for the role, including your experience of driving cultural change in a comparable setting 3. We want you to be able to meaningfully portray your passion for this role, and we are therefore inviting all applicants to record and submit a video message (of no more than 2 minutes in length) to accompany and strengthen their application. <p>This is your opportunity to portray yourself beyond the formality of the written word. Please record your answer to the following question?</p> <ol style="list-style-type: none"> i. What would look and feel different in the Fire and Rescue Service after you have served three years in post? <ol style="list-style-type: none"> 4. If successful at the shortlisting stage, you will be asked to provide the following: <ol style="list-style-type: none"> ii. The names and contact details of two referees. Please note that referees will only be contacted if you are selected for interview; iii. Relevant identification (i.e. Passport/driving licence).
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	<p>During your online registration process, you will be asked to submit diversity monitoring information. This is very important and will be kept entirely separate from the application process. You will also be asked if you are applying for a guaranteed interview through the Disability Confident scheme.</p> <p>Should you encounter any issues with your online application please contact charley.cordrey@gatenbysanderson.com quoting the job title/reference number.</p>
<p>Arrangements for interview</p>	<p>Selected candidate will be asked to attend for a stakeholder panel, and staff engagement exercise which will take place on the 9th June in Wellingborough. There will be an overnight stay required on the evening of the 9th followed by a final panel interview on the 10th June.</p> <p>Overnight accommodation will be arranged and funded by Northamptonshire Fire and Rescue Service for the night of the 9th June. This will include evening meal and breakfast. Other expenses incurred by candidates during the recruitment process will not be reimbursed, except in exceptional circumstances and only when agreed in advance.</p> <p>As an inclusive employer, if you are called for interview and you require any reasonable adjustments or particular arrangements to be made, please do let Charley Cordrey know when you are called for interview.</p> <p>Please let us know as soon as possible if you are unable to meet the proposed interview dates. It may be possible to arrange an alternative date, but this cannot be guaranteed.</p>
<p>Further Information</p>	<p>If you have any questions about the role itself or would like to discuss the post and your fit within the organisation, please contact: Nicci Marzec on 07979 911 950 at Northamptonshire OPFCC, or: Peter Buffoni on 07964 877 654 at GatenbySanderson.</p>
<p>Complaints</p>	<p>If you feel your application has not been treated in accordance with the recruitment principles or you wish to make a complaint, in the first instance, please raise it with Peter Buffoni, Partner and Head of the Community Protection Practice at peter.buffoni@gatenbysanderson.com.</p> <p>If you prefer, or if the matter remains unresolved, please feel free to contact Mark Turner, Managing Partner at GatenbySanderson at mark.turner@gatenbysanderson.com.</p>

Advertisement

Role: Chief Fire Officer
Organisation: Northamptonshire Fire and Rescue Service
Location: Wellingborough, Northamptonshire
Salary: Competitive Salary

This is an exciting time to join the Fire and Rescue Service (NFRS) in Northamptonshire. You will lead the delivery of a modern, responsive, partnership-focussed Service. Reporting directly to the Police, Fire and Crime Commissioner, you will be central in ensuring that the Service fully discharges its statutory duties in line with the National Fire and Rescue Framework, supporting the outcomes of Northamptonshire's Delivery Plan.

You will be given the autonomy needed to build on our successes and help transform the NFRS to 'outstanding' under the HMICFRS inspection process. Your experience in running a comparably scaled operational business will help you ensure that you provide the best possible outcomes for all those who live, work or visit the County.

Fire Service experience would be helpful, but it is not essential. What is key is your ability to inclusively lead change, as you remain focussed on outcomes. A track record of driving innovation, transformation and modernisation in a large, operational business will also be key.

Full details about the role and the personal characteristics and experience required can be found at on our recruitment partner's site at www.gatenbysanderson.com/GSe84785

If you have any queries about any aspect of this appointment, or you would like additional information, or an informal and confidential discussion, please speak to Nicci Marzec (07979 911950) at Northamptonshire OPFCC or Peter Buffoni (07964 877 654) at GatenbySanderson.

Closing date for applications is: 08:00, Monday 30 May 2022