

RECRUITMENT AND SELECTION POLICY

REPORT OF THE CHIEF FIRE OFFICER



For Approval

1. PURPOSE OF REPORT

- 1.1 To inform Elected Members of the Authority's revised Recruitment and Selection Policy attached as Appendix 1.

2. RECOMMENDATION

- 2.1 Members are asked to approve the revised Recruitment and Selection Policy attached as Appendix 1.

3. RECRUITMENT AND SELECTION POLICY

- 3.1 The Service's Recruitment and Selection Policy has been reviewed following the introduction of standalone policies covering Probationary, Transfers, and Promotions, which were previously incorporated within a broader Recruitment, Selection and Promotion Policy.

- 3.2 In addition, the policy has been updated to:

- Clarify best practice in relation to safer recruitment.
- Address the appropriate and ethical use of artificial intelligence; and
- Strengthen data collection and monitoring arrangements to support continuous improvement.

- 3.3 This revised policy also supports progress against the HMICFRS Area for Improvement: *"The brigade should ensure transparency and fairness in its recruitment processes."*, by embedding:

- Merit based, job related criteria
- Consistent, structured processes
- Transparent assessment and decision making
- Equality compliance and inclusive practices
- Trained, impartial selection panels
- Monitoring and continuous improvement

- 3.4 Comprehensive reviews of recruitment processes for On-Call, Wholetime, Control and Corporate roles will be undertaken as part of the forthcoming four year Community Risk Management Plan (CRMP). The policy will be further reviewed and, where necessary, updated to ensure alignment with these developments.
- 3.5 An Equality Impact Assessment has been completed, with no adverse impacts identified.
- 3.6 The policy has been reviewed by the Workforce Development Group and the Culture and Wellbeing Board
- 3.7 Trade union consultation has been undertaken, with no comments or concerns raised.

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