

Report to	Executive Panel
Date	21 September 2026
Lead Officer	Gareth Owens, Clerk to the Fire and Rescue Authority
Contact Officer	Llinos Gutierrez-Jones, Head of Human Resources
Subject	Appointment Process for the post of Chief Fire Officer



PURPOSE OF REPORT

- 1 To advise Members of the North Wales Fire and Rescue Authority (the Authority) of the arrangements for the recruitment to the post of Chief Fire Officer (CFO).

RECOMMENDATION

- 2 It is recommended that Members:
 - i) **Note the process as outlined below; and**
 - ii) **Confirm the membership of the appointments committee.**

BACKGROUND

- 3 Having completed five years in the post and 32 years in the Fire and Rescue sector, the Chief Fire Officer has submitted her notice, setting out her intention to retire from the role on the 31 December 2026.
- 4 The intention is to commence the search for a successor as soon as possible, so the new Chief Fire Officer can be selected prior to the Local Government elections and new governance arrangements in 2027 and to provide a period of handover and smooth transition.

INFORMATION

- 5 In line with all appointments to the Principal Officer team, the role of Chief Fire Officer is a Members appointment. There will be the need to convene an appointments committee of six Members, including the Chair and Deputy Chair, and the Officers of the Authority. They will receive information from the assessment process and interview all successful shortlisted candidates. The appointments committee will identify a preferred candidate and make a recommendation to the Authority.

- 6 The vacancy will be advertised on the National Fire Chief Council's (NFCC) website in order to attract suitably qualified applicants. The post will be advertised with the expectation that the post holder will be required to operate at Gold Command level. Recognising that the role is both a Chief Executive and Chief Fire Officer position, applicants without a Gold Command qualification will be required to achieve Gold Command level within a stated timescale.
- 7 Similarly, it will be a requirement for the post holder to have either Level 3 Welsh language skills or be required to achieve that level within a determined timescale.
- 8 The appointment process will be based upon the assessment process used in 2021 to appoint to the CFO role. However, because now there are no Covid restrictions, it is envisaged that the assessment and final interviews will be conducted in person rather than virtually. It also provides the opportunity to include internal and external stakeholder panels as part of the selection process.

PROVISIONAL TIMETABLE

- 9 The provisional timetable for the appointment process is as follows:
 - Advertisement to be placed by 4 September 2026
 - Closing date for applications 25 September 2026
 - Shortlisting and invitation to attend initial assessment by 30 September 2026
 - Officers' assessment TBC
 - Appointments committee 16 October 2026
 - Confirmation of appointment at the Authority meeting on 19 October 2026.

IMPLICATIONS

Well-being Objectives	No implications
Budget	The funding for this post is within the existing budget
Legal	A Members appointment as set out in the Constitution
Staffing	A replacement of an existing statutory post which is required to provide a continuous duty rota
Equalities/Human Rights/ Welsh Language	Open to all suitably qualified candidates. Level 3 Welsh Language skills to be held on appointment or acquired within 24 months
Risks	Lack of appointable applicants