

**WEST MIDLANDS FIRE AND RESCUE AUTHORITY**

**SCRUTINY COMMITTEE**

**2 JUNE 2014**

**1. FINDINGS OF THE FIREFIGHTERS RECRUITMENT PROCESS REVIEW**

Report of the Clerk and Monitoring Officer.

**RECOMMENDED**

- 1.1 That the findings of the Firefighters Recruitment Process Review and the recommendations arising from the review, as set out in the Appendix, be approved.
- 1.2 That the Monitoring Officer, in consultation with the Chair and/or Vice-Chair, amend the Firefighters Recruitment Process Review report to include any recommendations or comments made by the Scrutiny Committee to ensure accuracy and clarity.
- 1.3 That on completion of 1.2 above, the Monitoring Officer submit the revised findings of the Firefighters Recruitment Process Review for the consideration of the Executive Committee at its meeting to be held on 9 June, 2014.

**2. PURPOSE OF REPORT**

This report has been prepared to outline to the Committee the findings of the scrutiny review of the Firefighters Recruitment Process. The final report will be considered for approval by the Executive Committee.

**3. BACKGROUND**

- 3.1 The role and terms of reference for the Scrutiny Committee were approved by the Authority at its meeting on 25 June 2012. The terms of reference outline that part of the role of the Scrutiny Committee is to carry out a minimum of two scrutiny reviews per annum selected by the Committee. Such reviews will be member-led and evidence based and will produce SMART (specific, measurable, attainable, realistic and timely) recommendations.

- 3.2 The Scrutiny Committee at its meeting on 22 July 2013 agreed to consider the firefighter recruitment process as part of its work programme. The Service had already undertaken a recruitment campaign beginning in May 2013 and ending in September 2013. A further campaign began in November 2013 and it was to this that members of the Review Group were invited to be able to see first hand how the process was operated, particularly how the physical tests and interviews were carried out and the candidates themselves.
- 3.3 In order to be effective, every Scrutiny Review must be properly managed to make sure that the review achieves its aims and has measurable outcomes. One of the most important ways to make sure that a review goes well is to ensure that it is well defined at the outset. This way the review is less likely to get sidetracked or be overambitious in what it hopes to tackle.
- 3.4 The scoping template had been developed based on researching a number of scoping documents used by other organisations. It has been designed to help members to focus on the purpose of the review, and exactly what is to be achieved and contained suggestions on the objectives, approach methodology and outcomes for the review of public consultation that had been developed for the Scrutiny Committee by officers. This was presented as a discussion document for members to review and consider at the meeting arranged for 21 October 2013 where further input and views were sought.
- 3.5 The Committee subsequently established a working group to take forward and gather evidence for the review. This was supported by officers to ensure that the Group received relevant information. The Group met on 25 November, 2013 and 31 March, 2014.
- 3.6 Members of the Group also observed the Written tests and the Practical tests allowing Members to talk to candidates and assessors alike. Cllr. Chambers and Cllr Tranter attended these sessions.
- 3.7 The findings and recommendations of the Working Group are now attached for consideration by the Committee.

4. **EQUALITY IMPACT ASSESSMENT**

In preparing this report an initial Equality Impact Assessment is not required and has not been carried out as there are no policy changes proposed.

5. **LEGAL IMPLICATIONS**

None

6. **FINANCIAL IMPLICATIONS**

There are no financial implications. It is not anticipated that additional resources will be required to implement the recommendations.

**BACKGROUND PAPERS**

Governance of the Authority 2013/14 Report, 24 June 2013  
The Centre for Public Scrutiny Good Scrutiny Guide

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