



Service Policy PODPOL 017 Promotions Policy

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Document Control

Active date	Review date	Author	Editor	Publisher
6/4/20	5/4/22	John Price	Lynn Hughes	

Amendment History

Version	Date	Author	Reasons for Change
1.0	Aug 2019	John Price	Draft Document Created
1.1	Feb 2020	John Price	Amended following SLT People 14/2/20

Equalities Impact Assessment

Initial	Full	Date	Reviewed by	Comments

Civil Contingencies Impact Assessment

Date	Reviewed by	Comments

Related Documents

Doc. Type	Ref No.	Title	Location
SI		Gateway	
SI0738		Value Based Appraisal	Portal
Plan		Workforce Plan (Grey book)	

Distribution List

Name	Position	I/R

Sign-Off List

Name	Position

Target audience

All MFS	x	Ops Crews		Fire safety		Community FS		Support Staff	
Principal off.		Senior off.		etc		etc		etc	

Ownership

FOI exemption required?	Yes	URL
	No	Reason

Legislation

Title	N/A

Contact

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Promotions Policy

1. Policy Introduction and Background

The Promotions policy sets out how the Service identifies, develops and selects our leaders. It's linked to wider succession planning and workforce planning activities and ensures that the Service has the right people in the right roles, at the right time.

The policy contributes significantly to one of the key components of the People Strategy which is *to strengthen Leadership and Line Management to support organisation change and improved community outcomes.*

Leadership has never been more significant having important impact on our community, the service we deliver and the teams and individuals within it.

The policy aims to positively attract and recruit a diverse workforce through the organisation best utilisation of best practice selection tools. Through positive action we will make people from under-represented groups aware of promotion opportunities within the Authority, i.e. Females; Black, Asian and Minority Ethnic (BAME); and LGBT+ communities.

2. Policy Explanation

The Promotions Policy will aim to provide:

- An open and transparent process which identifies suitability for roles.
- A flexible approach to how individuals access development to prepare them for advancement.
- Recognition of workplace performance and clear positive behaviour, attitude and values.
- Flexibility for accelerated development.
- Embedded leadership behaviours and values in our leaders at all levels.
- Support for workforce planning and succession planning activities.
- Assistance to individuals accessing development through the use of trained coaches and mentors.
- Selection process utilising a wide range of selection methods administered by highly

qualified staff.

3. Policy Implementation

The Promotion policy is delivered through a variety of People & Organisational Development activities including recruitment and selection, the Gateway, succession and workforce planning and positive action.

The Recruitment and Development Team are responsible these activities and report into The Development Review Board. Strategic Governance is provided by SLT People Board.

POLICY