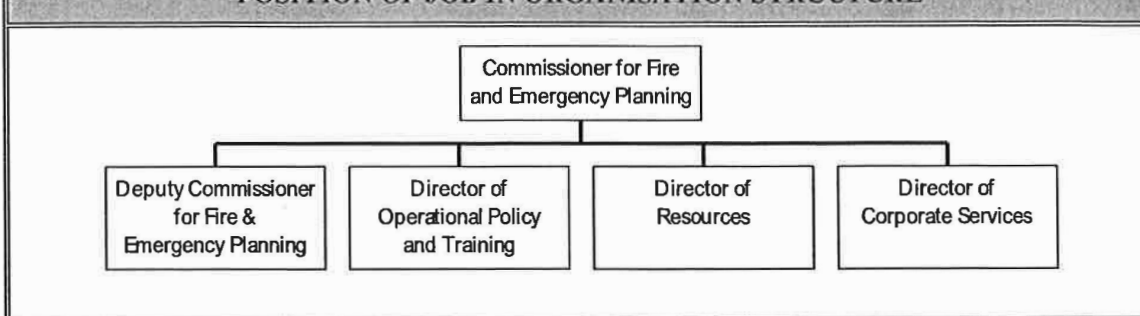


# COMMISSIONER FOR FIRE AND EMERGENCY PLANNING

## ROLE PROFILE

<b>Job Title:</b>	Commissioner for Fire and Emergency Planning	<b>Job Holder:</b>	
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### POSITION OF JOB IN ORGANISATION STRUCTURE



### MAIN PURPOSE OF THE JOB

To provide strong effective corporate leadership and strategic direction to ensure the Authority achieves its vision, aims and objectives.

## CORE RESPONSIBILITIES

### Leadership

- To provide vision and inspiration to secure both the commitment and the means by which LFEPa will be an excellent Authority
- To provide strategic leadership of LFEPa, its resources, plans and activities to ensure the highest standards of governance
- To ensure that Authority policy is converted into strategy and actions through effective relations with Authority Members and to be accountable to the Authority for its overall performance
- To lead the Corporate Management Board, providing professional support, guidance, development and undertaking regular appraisal of Directors
- To provide motivational leadership to management and staff of the Authority to secure commitment to the delivery of the Authorities vision, aims and objectives
- To be a champion of diversity and equality of opportunity for staff and in service delivery
- To lead the process of setting business strategy and priorities for agreement by the Authority
- As Head of Paid Service to ensure that the Authority's statutory responsibilities are discharged and that the Authority complies with its legal obligations

### Resources and Performance

- To ensure through the Corporate Management Board that the Council's resources (people and financial) are deployed and controlled efficiently to secure the Authority's overall service objectives

- To ensure that the Authority maintains the requisite resources to meet its Integrated Risk Management Plan governed by its statutory obligations under the 2004 Fire Services Act and the Regulatory Reform (Fire Safety) Order 2006,
- To ensure robust systems of programme, performance and financial management are in place
- To develop an organisational culture of continuous improvement in both service quality and value for money
- To ensure that the Authority maintains its position at the forefront of the sustainable development agenda

#### **External Relations**

- To be an ambassador for LFEPA and to play a lead role within the national UK Fire Service
- To develop and sustain relations with key stakeholders such as CLG, Mayor/GLA, London Councils, LGA, LGE in order to promote the interests of the Authority in particular and the UK Fire Service in general
- To develop strategic partnerships with other service providers such as MPA/MPS
- To ensure that there are effective systems of engagement and communication with stakeholders and the communities the Authority serves

#### **Only Applicable to an Operational Role**

- To take command and manage major operational incidents as required

KEY EXTERNAL RELATIONSHIPS
<ul style="list-style-type: none"> <li>• Relevant government departments</li> <li>• Borough Chief Executives</li> <li>• Practitioners Forum</li> <li>• Chief Fire and Rescue Adviser</li> <li>• National and regional director of Healthy &amp; Safety Executive</li> <li>• External Auditor</li> <li>• Voluntary sector and community leaders</li> <li>• Local Government Association and Local Government Employers</li> <li>• London Councils</li> <li>• Mayor of London / Greater London Authority</li> <li>• GLA Chief Executives (GLACE)</li> <li>• Chief Officers of London emergency services</li> <li>• Heads of transport and public utilities</li> <li>• Chief and Assistant Chief Fire Officers Association</li> <li>• Government Office for London</li> </ul>

## ESSENTIAL KNOWLEDGE, SKILLS, EXPERIENCE AND COMPETENCIES

### KNOWLEDGE:

- A very high level of professional and managerial competence is required in controlling and directing a complex organisation.
- An in-depth understanding of the political, economic and environmental context in which the Authority operates
- A detailed knowledge of broad business and political environment generally.
- A clear understanding of the risk concept and how it can be applied within a proactive safety culture.

### SUCCESSFUL EXPERIENCE:

- Proven leadership of a major undertaking of equivalent size and complexity in either public or private sector
- Proven experience in delivery of major change programmes.
- Experience of strategic management and implementation of Best Value reviews.

### SKILLS:

- Possession of high levels of stamina, resilience, enthusiasm, commitment and energy
- Highly effective role model
- Highly developed PR and media management skills
- Highly developed negotiation skills
- Highly developed Interpersonal skills – contacts are made at the highest level with a particular emphasis on external relations and those that require very considerable communication, advocacy and persuasion skills.
- Highly developed change management skills.

### OPERATIONAL ROLE ONLY

- High level of knowledge of the command of operational incidents
- Experience of successfully managing a full range of major operational incidents.
- Managing major operational incidents.

### COMPETENCIES:

- Providing leadership and vision – high profile visible leadership involving facing tough challenges in improving performance, getting results and dealing with employee relations issues.
- High level of political sensitivity.
- Judgement and initiative are continuously required in dealing with problems and handling situations where there are no clear guidelines or precedents.
- Commercial awareness – a concern for achieving value for money and a focus on delivering the results that will enhance overall performance of the Authority.
- Influence and impact – the ability to persuade, influence and convince others (inside and outside the Authority) in order to gain their acceptance or win their support.
- Analytical thinking – the ability to understand problems/situations by analysing them logically, identifying the issues, thinking through the options and coming up with optimum solutions from an existing knowledge base.

### SIGN OFF (JOBHOLDER)

SIGNATURE

NAME

DATE

### SIGN OFF (BOARD)

SIGNATURE

NAME

DATE

## Metropolitan Police Station

Exhibit No. DAC/1	Cust No.	Serial No. MPSZ13186297
Ex. Book No. 25/1087	OCU:	Other Stn. Ref. Lab Ref. No.

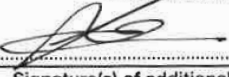
Description of exhibit: COPY OF ROLE PROFILE  
FOR COMMISSIONER FOR FIRE AND  
EMERGENCY PLANNING

From place/person: DANY CUSTON

Taken by: DC KATH WATSON Date: 15/11/17 Time: 1355

Sealed by: Date: Time:

I IDENTIFY THIS EXHIBIT AS THAT REFERRED TO IN  
MY STATEMENT

Signature:   
Signature(s) of additional witness(es)



MP 1404/04

MPSZ13186297

Form 420B

