



**Hampshire
& Isle of Wight**
FIRE & RESCUE SERVICE

Information Compliance Team

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Sent by email to:

[REDACTED]

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Date: 27 November 2023

Our Reference: FOI 106 23-24

Enquiries to: Information Compliance Officer

Freedom of Information Act 2000

Dear [REDACTED]

We are writing in respect of your application for the release of information held by the Service, which we received on 1 November 2023. We can confirm that we have now completed our search for the information requested.

You asked:

I'd just like to know how many ACFOs you have and what their responsibilities are.

Our answer:

We can confirm that we hold the information requested. Hampshire and Isle of Wight Fire and Rescue Service has one Assistant Chief Fire Officer. Their key responsibilities are:

1 Implement Organisational Strategy

- Contribute to the development of the service strategy and be responsible for implementation and delivery to support achievement of the organisation's aims and objectives.
- Influence change within the service by ensuring that organisational strategy is implemented through the production of implementation plans and the prioritisation of strategic goals, generation of options for methods of implementation.
- Responsible for assisting in the development of a risk-based Prevention, Protection, and Response Strategy in line with the National Framework and relevant legislation,

in particular seeking innovative and challenging methods for measurable risk reduction.

- Responsible for ensuring the Service can discharge its statutory duties as a Category 1 responder as detailed in the Fire & Rescue Services Act 2004 and the Civil Contingencies Act 2004 through the effective leadership and management of the Response Delivery Function.
- Establish and agree the optimum organisational structure for area(s) of responsibility to support achievement of organisational aims and objectives through the determination of the type and level of resources required to achieve strategic goals.
- Ensure that any shortfall in existing resources and those required for future service delivery is identified and review the financial and other implications of a change in resources.

2 Organisational Performance

- Through the effective leadership of prevention, protection and response, ensure the effective delivery of services.
- Measure organisational performance against targets and indicators.
- Evaluate overall performance and take action to rectify actual or potential shortfalls within designated areas, achieved by the generation of options for action, evaluation of options and obtaining commitment to change.
- Through contribution to the regional and national agendas ensure that HIWFRS collaborates with partner agencies, and in doing so achieves further successful risk reduction.
- Responsible for the management of performance within remit areas.
- Set aims, objectives, targets, and performance measures to enable the Service to make informed decisions and improve service delivery.
- Identify and agree opportunities for improvement with stakeholders and implement and manage change to meet Service needs in accordance with our core values.

3 Strategic Advice and Support

- Represent HIWFRS as our Operational lead, advising and leading on policy development and ensuring that our operational arrangements are effective and collaborative. This will require a good working relationship with partners and other organisations and including the community.

4 Physical and Financial Resource Management

- As part of the Executive Group team, work as part of a team to ensure sound financial management of the service in line with the principles of best value.
- Possess sound financial awareness and the acumen necessary to contribute to the planning and control of expenditure and revenue within your designated area of responsibility.
- Ensure the proper management of physical and financial resources within area of responsibility and manage the success against agreed budgets.
- Allocate resources appropriately to meet the needs of the Safety Plan.

5 Leadership and Management

- As part of the Executive Group, provide strategic leadership to area of responsibility as well as actively contribute to the strategic management of the service.
- Through close working with Executive Group colleagues, ensure that all delivery activities are aligned with our strategy, achieve demonstrable reductions to risk, and Make Hampshire Safer.
- In conjunction with your direct reports, ensure work is allocated and delegated to the most appropriate teams and individuals and ensure work plans and objectives are agreed and assessed and that regular feedback is given to individuals on their performance and any performance issues are resolved in accordance with organisational policy.
- Ensure that the development needs of teams and individuals in remit functions are identified and acted upon to ensure that personnel are equipped with both required knowledge, skills and aptitude and personal qualities and attributes to deliver the service's corporate aims.

6 Inclusion and Diversity

- By actively promoting the Service policies on inclusion and diversity, develop an organisational culture that positively reflects best practice and that meets the Service's legal and ethical obligations and our Core Values.
- Ensure that all services delivered match the diverse needs of our community through organisational and community insight.

7 Personal Development

- Hold a personal development plan, continuously improving working relationships and structuring work.
- Demonstrate a positive commitment for improvement allowing you to be able to meet the organisation's objectives of continuous improvement.

8 Health and Safety

- Promote a positive and proactive attitude towards the development and maintenance of a Health and Safety culture through all aspects of the organisation.
- Ensure employees within allocated functions are aware of their responsibilities; that they comply with Health and Safety Legislation and Service Policies and Procedures.

The above concludes our investigation into this matter.

Any future correspondence with Hampshire and Isle of Wight Fire and Rescue Service in relation to this matter should be sent to the Information Compliance Officer at the above address.

If for whatever reason you are unhappy with our response you may request an internal review by contacting DP@hantsfire.gov.uk or by writing to the Data Protection Officer at the above address.

Should you remain dissatisfied you can appeal against the internal review decision by contacting the Information Commissioners Office. This can be done online at www.ico.org.uk/foicomplaints or by post to The Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.

Yours sincerely

Information Compliance Officer
Hampshire and Isle of Wight Fire and Rescue Service