

Freedom of Information request: Reference number FOI2026/00434

Date of request: 16th April

Request:

Can you please provide me with all relevant paperwork (application/business case/committee report/HR form) relating to the redundancy of the chief of staff post in 2025.

Response:

Thank you for your Freedom of Information request regarding documentation relating to the redundancy of the Chief of Staff post in 2025.

Following a review of our records, we can confirm that we hold documents that fall within the scope of your request. These documents include relevant paperwork associated with the redundancy process for the post, including supporting documentation and internal records.

Please find the relevant documents attached to this response.

Personal data has been removed from the attached documents under [section 40 of the FOIA – Personal Information](#).

We have dealt with your request under the Freedom of Information Act 2000. For more information about this process please see the guidance we publish about making a request on our website: <https://www.london-fire.gov.uk/about-us/transparency/request-information-from-us/>



LONDON FIRE BRIGADE

Commissioners Secretariat (EAs) Consultation

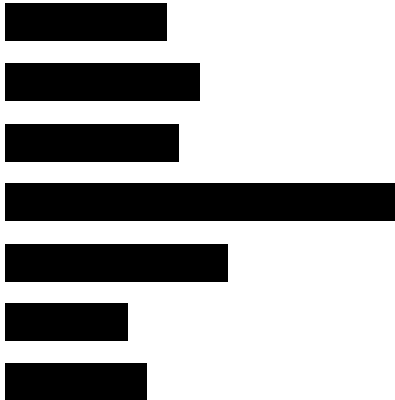


Overview of Commissioners Secretariat (EAs) : Role/people impact

Role impact	FTE	Grade	Job Title	Team	Department	Role status
Role Removal	1	FRS D	Executive Assistant	Commissioners Secretariat	US	permanent
Role Removal	1	TMG C	Chief of Staff	Commissioners Secretariat	US	permanent
People Impact	People					
At risk	2					

Notes from Directors meeting held 4 February 2025

Present:



Commissioner attended for first 15 minutes to provide financial context following meetings with GLA.

Provisionally agreed changes

1. Merger of External Comms and Stakeholder Engagement (saving 1 x TMG post)
2. AD Finance post to go (saving 1 x TMG post)
3. Additional change of grade in Finance (saving from TMG C to G grade)
4. Information Management post (vacant) to go (1 x TMG post)
5. Enterprise Architect post (vacant) to go (1 x TMG post)
6. Procurement post to go (1 x TMG post)
7. Director of Transformation post (saving 1 x Director)
8. Programme Director Culture post to go (saving 1 x TMG post)
9. Cessation of 2 Interim agency posts in People Services improvement
10. Restructure of People Services leadership

Removal of the vacant post of FRS G 'Head of Resourcing' post. Redesign of Heads of Service functions and accountabilities in HR to create/absorb within the Four existing Heads of Service (TMG) roles a dedicated Head of Resourcing post. This will mean changes of functions for all the Heads of Service within People Services but will contain the number of Heads of Service to four i.e. no growth in this space and a reduction of 1 x vacant FRS G post i.e. Head of Resourcing.

People Services will also cease it's ongoing dependency on consultancy and interims.

11. Performance and Business Intelligence function to be extended with knowledge management and data hub (supporting £600k saving requirement plus potential for reduction of 1 x TMG post)

This function would move to Corporate Services.

12. Chief of Staff to go (1 x TMG post)

13. Further work required in relation to Portfolio Management, Business Resilience and Strategic Planning. Preferred option to be explored involves AC Transformation post taking on responsibilities with reduction of three out of the four TMG posts in Transformation. This could create a combined Business Risk and Strategic Planning team.

Under these proposals these functions would move to Protection, Prevention and Policy.

14. Business continuity function to move to Operational Resilience & Control

Responding to collective consultation: template

Draft Template: Commissioner's Secretariat

Team:

Commissioner's Secretariat

Reviewed by Independent Partner:

██████████, 6 May 2025

Approved by Consultation Manager:

██████████, 6 May 2025

No. of items of feedback received: 1

Overall summary of feedback:

Background:

A separate consultation paper proposes that the Transformation Directorate teams be re-deployed to three directorates:

- Risk & Assurance, Portfolio, and Strategic Planning would move to the Prevention, Protection & Policy Directorate;
- Performance Improvement & BI would move to the Corporate Services Directorate;
- Culture Change work would move to People Services Directorate.

The proposed Directorate changes have consequential impacts on scope and the responsibilities of Directors. The number EA roles would reduce from four to three. Separately, LFC support (Chief of Staff) would be configured to reflect the move from wholesale transformation and frequent external inspection to continuous improvement driven from within LFB by community priorities.

Feedback:

Points submitted through the feedback forms were around PILON, which is dealt with under the FAQs section below. In addition, there were queries in meetings and via emails around people's individual situations, including Voluntary Redundancy (VR), pensions, PILON again, working patterns, selection methods and the allocation of EAs to Directors. These were responded to on a one-to-one basis during the consultation period, drawing on the best available information at that time, and with the aim of being as helpful and transparent as possible to help people make well-informed decisions.

One EA queried why four EAs were at risk, rather than just the EA to the Transformation Director, given it was the Transformation Director post that was being removed from the senior structure. Equally, why not put all six EAs at risk, if the decision was to widen scope beyond the Transformation Director's EA. The same individual queried why that decision was made 'late in the day.'

Response to feedback, including rationale for response:

It was explained that once final proposals were formulated, it was clear that one director role would be removed and that three directors would have substantial changes to their responsibilities, with consequential impacts on their EAs. It was noted during the independent review that drawing the four impacted EAs into the scope of consultation, while avoiding as far as possible putting more colleagues than necessary at risk, reflects the approach taken for the scoping of other consultations.

Responding to collective consultation: template

In terms of the 'late' decision to confirm the scope of the EA posts at risk, it was explained that this was linked to two important factors confirmed only shortly before the consultations were finalised: specific timing for removal of the Transformation Director post; and, the detailed allocation of responsibilities among the remaining three Directors.

No. of alternative proposals received:
No alternative proposals were received.

List the proposals:
Not applicable.

FAQs raised:

PILON currently under FAQs Voluntary Redundancy, final question, top of p9. This FAQ ought to be expanded to cover issues raised during the Commissioner's Secretariat consultation, including:

- business need versus individual preferences
- start and end of PILON
- split PILON, and
- PILON during transition periods and handovers.

<i>Requests for support:</i>	<i>No. of requests</i>
Coaching	1
CV writing	1
Interview preparation	1

Other relevant points not covered above:
None.

Considerations for directors on 14th May:
Confirmation that EA allocation and coverage under the proposed new arrangements will meet future needs.

Comms handling points / sensitivities for publication in late May 2025:
None.

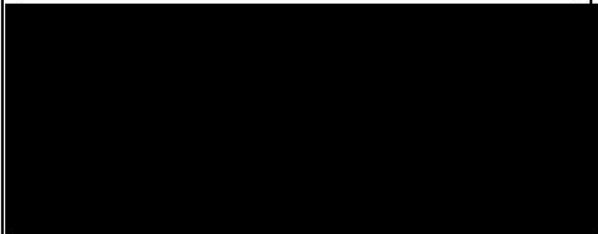
DECISION TAKEN BY	██████████ Director for People
SHORT DESCRIPTION	Implementation of 'Cluster 1' directorate restructures. Cluster 1 refers to Appendix 1 of LFC-25-009x.

DECISION TEXT	<p>To implement:</p> <p>Commissioner's Secretariat, Communications, Finance, Procurement and Resource Management Centre (RMC) will proceed as set out in the March 2025 consultation documents.</p> <p>People Services, accepting the proposal to decrease the Senior Business Partner (FRS F roles) from five to three and increase the number of Business Partner (FRS E roles) from five to six. The remainder of the proposals will proceed as per the March 2025 consultation document.</p> <p>Prevention & Protection accepting the proposal re-balance grades to accommodate policy writing and strategic work in Policy Strategy Group (PSG) – removing an additional 2.4 FRS C roles and increase FRS D roles from three to five. The remainder of the proposals will proceed as per the March 2025 consultation document.</p> <p>Transformation (Performance Improvement/BI), accepting the proposal to retain one additional role as a Business Analyst and therefore one less role in the proposed Data Science team. The remainder of the proposals will proceed as per the March 2025 consultation document.</p>
DECISION DATE DD/MM/YY	14/05/2025
DOES THIS DECISION RELATE TO A REPORT? IF YES, INCLUDE THE LFC REFERENCE NUMBER	LFC-25-009x
RESPONSIBLE DEPARTMENT	N/A
RESPONSIBLE DIRECTORATE	People Services
VALUE	Part of £6.7 million to be determined during implementation, representing the total expenditure approved via LFC-25-009x.
DID THIS DECISION REQUIRE CONSULTATION?	The decision has been subject to consultation with all impacted staff.



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DELEGATED DECISION

IF YES, INCLUDE NAME OF CONSULTEE AND RESPONSE.	The outcome was discussed with LFC and directors.
FURTHER COMMENTS	None.
SIGNATURE/DATE	 20/05/2025

LEAVE FIELDS BLANK WHERE NOT APPLICABLE