

Committee Terms of Reference

Report of the Chief Fire Officer

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1 Purpose of Report

This report proposes amendments to the Terms of Reference of the Strategy and Resources Committee for consideration and recommendation to the Fire Authority, following the annual review conducted by officers.

2 Recommendations

The Strategy and Resources Committee is asked to consider the proposed amendments to its Terms of Reference, set out at section 4 of this report, and make any recommendations for changes, as appropriate, to the Fire Authority.

3 Background

The Strategy and Resources Committee reviews its Terms of Reference annually and this action is included in the Committee's Work Plan for June 2014. The Committee is, therefore, asked to consider the amendments proposed by officers, which are set out in section 4 below, and make recommendations, as appropriate, to the Fire Authority.

The draft Terms of Reference are attached as an appendix to this report. Proposed additions are shown in bold italics and deletions, struck through.

4 Proposed Amendments

Having carried out a review of the Committee's Terms of Reference, officers recommend the amendments shown on the following page.

Delete

‘To submit an Annual Report on the work of the Committee to the Authority’

The Chair and Vice-Chair of the Fire Authority and Group Leaders considered the value of Committee Annual Reports and agreed that they did not provide any additional information to that already given in minutes of Committee meetings. In light of this they decided that the Reports should no longer be produced.

Delete

‘To ensure that the financial management of the Fire Authority is adequate and effective and includes a sound system of internal control and arrangements for the management of risk’

The Committee needs to have an awareness of the risks faced by the Fire Authority, when making decisions and recommendations regarding the budget, precept and Integrated Risk Management Planning. To this end the Committee receives regular reports on corporate risk management, which include the Corporate Risk Register. It is not responsible, however, for ensuring the adequacy of financial or risk management, as this is a function of the Audit and Performance Management Committee and is included in its Terms of Reference.

Insert

‘To have an awareness of the risks faced by the Fire Authority through receiving regular reports on corporate risk management’

This covers the point made above.

Delete

‘To review, agree and make recommendations to the Fire Authority on the Annual Statement of Assurance required by Government’

Again, this is a function of the Audit and Performance Management Committee and is included in the terms of reference of that Committee, as the Annual Statement of Assurance is closely linked to the Statement of Accounts.

5 Financial Implications

There are no direct financial implications resulting from this report. There may, however, be financial implications associated with some of the responsibilities listed, for which individual reports will be brought to the Committee as necessary.

6 Legal Comment

Any proposed changes to the Committee's Terms of Reference must be approved at a meeting of the full Fire Authority.

7 Initial Impact Assessment

This report merely proposes changes to the constitutional framework within which the Strategy and Resources Committee functions. An Initial Impact Assessment is not, therefore, required.

8 Equality Impact Assessment

Officers have considered the Service's Brigade Order on Equality Impact Assessments (Human Resources 5 Part 2) and have decided that there are no discriminatory practices or differential impacts upon specific groups arising from this report. An Initial Equality Impact Assessment is not, therefore, required.

9 Appendix

Strategy and Resources Committee Draft Terms of Reference

10 Background Papers

There are no background papers associated with this report.