

Review of Member Role Descriptions

Report of the Chief Fire Officer

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1 Purpose of Report

This report asks Members to review the Role Descriptions for the Chair and Vice-Chair of the Standards, Audit and Performance Committee, the Member Champion for Risk Management and Audit and the Fire Authority's Independent Person.

2 Recommendations

Members are asked to review the following Role Descriptions and agree any amendments that are required:

- Chair of Standards, Audit and Performance Committee
- Vice-Chair of Standards, Audit and Performance Committee
- Member Champion for Risk Management and Audit
- Fire Authority Independent Person.

3 Background

Under its Terms of reference, the Standards, Audit and Performance Committee is required to review the Role Descriptions for its Chair and Vice-Chair, the Member Champion for Risk Management and Audit and the Fire Authority's Independent Person. The Committee is, therefore, asked to consider whether any amendments are required to these Role Descriptions.

4 Review

Having carried out a review of the four Role Descriptions, there is one minor amendment that Officers propose, which is the updating of the allowance figures payable to the Chair of the Committee. These amendments are shown in Appendix A to the report, with deletions struck and additions shown in bold italics.

The Committee is also asked to review the Role Descriptions, which are attached as Appendices A-D to the report, and make any amendments that it considers necessary.

5 Financial Implications

There are no financial implications arising from this report.

6 Legal Comment

The Standards, Audit and Performance Committee has delegated authority to agree changes to the Role Descriptions for its Chair and Vice-Chair and for the Member Champion for Risk Management and Audit.

7 Initial Impact Assessment

This report merely requires the Committee to review the existing Role Description for the Chair and Vice-Chair of the Committee and for the Member Champion for Risk Management and Audit. 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 Appendices

Appendix A

Chair of Standards, Audit and Performance Committee Role Description

Appendix B

Vice-Chair of Standards, Audit and Performance Committee Role Description

Appendix C

Member Champion for Risk Management and Audit Role Description

Appendix D

Independent Person, including Skills and Competencies

10 Background Papers

There are no background papers associated with this report.