

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 Strategy and Resources Committee.

2 Recommendations

Members are asked to review the Role Descriptions for the Chair and Vice-Chair of the Strategy and Resources Committee, attached at Appendices A and B respectively, and agree any changes required.

3 Background

Under its Terms of reference the Strategy and Resources Committee is required to review the Role Descriptions for its Chair and Vice-Chair and this action is included in the Committee's Work Plan for June 2014. The Committee is, therefore, asked to consider whether any amendments are required to these Role Descriptions (attached at Appendices A and B).

4 Officer Review

Having carried out a review of the two Role Descriptions, officers propose only one change, namely to delete, in the Role Description for the Chair of the Committee, reference to presentation of an Annual Report on the work of the Committee to the Fire 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.

The Committee is asked to agree the proposed deletion and consider whether any further amendments are required.

5 Financial Implications

There are no financial implications arising from this report.

6 Legal Comment

The Strategy and Resources Committee has delegated authority to agree changes to the Role Descriptions for its Chair and Vice-Chair.

7 Initial Impact Assessment

This report merely proposes a minor change to the Role Description for the Chair of the Committee to reflect a decision, which has already been made by the Chair and Vice-Chair of the Fire Authority and Group Leaders. 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

Role Description for the Chair of the Strategy and Resources Committee

Appendix B

Role Description for the Vice-Chair of the Strategy and Resources Committee

10 Background Papers

There are no background papers associated with this report.