

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 and for the Chair of the Strategic Risk and Planning Members' Working Group, which can be accessed via the following link:

<https://www.shropshirefire.gov.uk/meeting/17-march-2016>

2 Recommendations

Members are asked to review the Role Descriptions for Chair and Vice-Chair of the Strategy and Resources Committee and for Chair of the Strategic Risk and Planning Members' Working Group 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 for the Chair of the Strategic Risk and Planning Members' Working Group. 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 three Role Descriptions, officers propose one minor change in each of them, namely in the final sentence on page 2 as follows:

'the Fire Authority's Protocol on Member / Officer Relations, which can be found in Section 12 of the *Fire* Authority *Member* Handbook.'

From time to time the section numbers in the Handbook change. The proposed amendment obviates the need to come back to the Committee to agree the change, should this happen.

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 and for the Chair of the Strategic Risk and Planning Working Group.

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 Chair of the Strategic Risk and Planning Working Group. 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

There are no appendices attached to this report. The Role Descriptions, referred to within this report, can be accessed via the following link:

<https://www.shropshirefire.gov.uk/meeting/17-march-2016>

10 Background Papers

Shropshire and Wrekin Fire and Rescue Authority

Role Descriptions for the Chair and Vice-Chair of the Strategy and Resources Committee and for the Chair of the Strategic Risk and Planning Members' Working Group