

Shropshire and Wrekin Fire and Rescue Authority

Role Description Member of Shropshire and Wrekin Fire and Rescue Authority

Office:	Member of Shropshire and Wrekin Fire and Rescue Authority
Allowance:	Basic allowance of £2,716 per annum
Responsible to:	Shropshire and Wrekin Fire and Rescue Authority

Purpose of Role

The overall purpose of the role of the office holder is:

- To ensure that the Fire Authority provides an efficient and effective fire and rescue service, taking into account the needs of all sections of the community
- To contribute actively to the formation and scrutiny of the Fire Authority's policies, priorities, plans, targets, budget and service delivery
- To ensure that the Fire Authority is an equal opportunity employer, and considers the needs of all sections of the community
- To ensure that the Fire Authority delivers best value

Main Responsibilities

The main responsibilities of the office holder are:

- To develop and maintain a sound working knowledge of the Fire Authority's duties, policies and practices
- To fulfil all requirements of a Member of the Fire Authority, including compliance with relevant protocols and codes of conduct
- To participate effectively as a Member of any committee, working group or best value review
- To participate in performance review of the services provided by the Fire Authority, including scrutiny of policies and budgets and their effectiveness in achieving strategic objectives

- To participate effectively in any consultative processes with the local community and with other organisations, as required
- To encourage the community to participate constructively in consultative arrangements and service provision
- To develop and maintain good and effective working relationships with the Fire Authority's Chair and Vice-Chair and relevant officers of the Fire Authority
- To develop and maintain a working knowledge of the organisation's services, activities and other matters, which affect and impact on the local community
- To participate actively and effectively in any political group, of which you are a member
- To consider recommendations / options put forward by the Treasurer in relation to the Fire Authority's budget and precept and participate in the budget and precept setting process

Accountability

The responsibilities outlined in this role description relate to the political or Member level activities of the Fire Authority.

Accountability for Members' performance is through the political and electoral process.

The responsibilities outlined are without prejudice to the separate duties and responsibilities exercised by the officers of the Fire Authority, for which they are accountable as employees of the Fire Authority as a whole.

When performing their role Members must have regard to the Fire Authority's Protocol on Member / Officer Relations, which can be found in Section 12 of the Authority Handbook.