

## Shropshire and Wrekin Fire and Rescue Authority

### Role Description Chair of Strategic Risk and Planning Members' Working Group

<b>Office:</b>	Chair of Strategic Risk and Planning Members' Working Group
<b>Allowance:</b>	Special responsibility allowance of £3,000 per annum in addition to basic allowance of £2,658 per annum
<b>Responsible To:</b>	Shropshire and Wrekin Fire and Rescue Authority

#### Purpose of Role

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

- To chair the Strategic Risk and Planning Members' Working Group of the Fire Authority
- To lead on all aspects of Strategic Risk and Planning for the Fire Authority

#### Main Responsibilities

The main responsibilities of the office holder are:

- To chair all meetings of the Strategic Risk and Planning Members' Working Group
- To work with the Chief Fire Officer and other officers to ensure that the Fire Authority's Strategic Risk and Action Plans are developed, updated and implemented in accordance with relevant guidance
- To lead on all public, stakeholder, and staff consultation on the Fire Authority's Strategic Risk and Planning and Action Plans
- To represent the Fire Authority at any meetings, as may be required from time to time in connection with the work of the Strategic Risk and Planning Members' Working Group and to act as political spokesperson for the Working Group, at local, regional, national or international level

- To represent the Strategic Risk and Planning Members' Working Group and the Fire Authority in a positive and professional manner
- To chair such other committees, panels, working groups relating to the Strategic Planning and IRMP processes as required
- To undertake, in addition, all of the duties specified in the Member's role description

## **Accountability**

The tasks and duties 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 tasks 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.

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