

Review of Member Role Descriptions

Report of the Chief Fire Officer

For further information about this report please contact Paul Raymond, Chief Fire Officer, on 01743 260205 or Sharon Lloyd, Corporate Services Manager, on 01743 260210.

1 Purpose of Report

This report asks Members to review the existing Role Descriptions for the Chair and Vice-Chair of the Strategy and Resources Committee and make recommendations regarding any amendments required to the Fire Authority.

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 make any recommendations for changes, as appropriate, to the Fire Authority.

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 2013. The Committee is, therefore, asked to consider whether any amendments are required to these Role Descriptions (attached at Appendices A and B) and make recommendations, as appropriate, to the Fire Authority.

4 Officer Review

Having reviewed the Role Descriptions for the Chair and Vice-Chair of the Committee, officers do not propose any amendments.

5 Financial Implications

There are no financial implications arising from this report.

6 Legal Comment

Any changes to the Role Descriptions proposed by the Strategy and Resources Committee must be agreed by the Fire Authority.

7 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

8 Background Papers

There are no background papers associated with this report.

9 Impact Assessment

An Initial Impact Assessment has been completed for this report.