

## Strategy and Resources Committee

**Quorum - 4**

**Members – 7**

Members of the Fire Authority's Audit and Performance Management Committee are precluded from sitting on the Strategy and Resources Committee and vice versa.

### Meeting Dates

#### **2011**

20 January 2011

17 March 2011

19 May 2011

22 September 2011

10 November 2011

#### **2012**

19 January 2012

15 March 2012

All meetings take place at 2.00 pm in the Conference Room at Service Headquarters, unless otherwise advised.

### Terms of Reference

To consider and make recommendations to the Authority on its strategic direction

To consider national, regional and local procurement strategies

~~To monitor compliance with procurement strategies~~

To receive and consider any exemptions under the Authority's Standing Orders relating to Contracts and advise as appropriate

To consider value for money issues

To oversee, review, and make recommendations to the Authority on, the management of all financial and physical resources

To ensure that the financial management of the Fire Authority is adequate and effective and includes a sound system of internal control and arrangements for the management of risk

~~To receive the Statement of Accounts and, following approval, to ensure that it is signed in accordance with all relevant legislative requirements~~

~~To give final consideration to annual efficiency statements prior to submission to Government~~

To consider the structure of the Medium Term Financial **Corporate** Plan, provide feedback on the draft Plan and make recommendations to the Authority

To monitor budgeting and financial performance, consider any actions proposed by officers and make recommendations to the Authority, where appropriate, including reporting any variances to the Authority for approval

To consider and recommend to the Authority an annual financial planning strategy

To review **forward** revenue and capital budgets for consideration by the Authority, including considering reports from officers, and make recommendations to the Authority on:

- Base budget and committed change
- Pay and prices assumptions
- Efficiencies and forward budgets
- Service developments
- Capital programme
- Provisions, reserves and funds

***To consider any recommendations emanating from the Public Value process***

To consider and comment upon Authority improvement priorities

To consider the adequacy of provisions and reserves and the robustness of the budget and make recommendations to the Authority

To consider and propose the three-year capital programmes, Prudential Guidelines, including Treasury Management Strategy Statement, Investment Strategy and Policy on Minimum Revenue Provision for recommendation to the Authority and to monitor performance in accordance with those Guidelines, Statements, Strategies and Policies

To consider revisions to the revenue budget and final budget plan and finalise a revenue budget proposal for consideration by the Authority

***To receive reports on any financial implications of decisions made by the Authority's Pensions Panel***

To review Authority performance targets annually for recommendation to the Authority

To submit an Annual Report on the work of the Committee to the Authority

To review the Terms of Reference of the Committee as required or at least annually and make recommendations to the Authority regarding amendments

To review the role descriptions of the Committee's Chair and Vice-Chair and make recommendations to the Authority regarding amendments

To approve the Committee's annual work plan

To investigate and report upon any other matter specifically referred to the Committee by the Authority

To ensure the provision of appropriate training and development to ensure that all Members of the Committee are able to discharge their responsibilities