

## **Shropshire and Wrekin Fire and Rescue Authority**

### **Terms of Reference**

**Members – 15**

**Quorum – 5 including at least one Member from each constituent authority**

The role of the Shropshire and Wrekin Fire and Rescue Authority (the Authority), is to ensure that the services provided by Shropshire Fire and Rescue Service are delivered economically, efficiently and effectively and meet the needs of the communities of Shropshire.

In discharging its overall responsibilities, the Authority ensures proper arrangements are in place for the governance of its affairs, facilitating the effective exercise of its functions and the management of corporate risk.

Specifically, the Authority will:

- Be the ultimate decision-maker for all Authority matters;
- Be the governing body of Shropshire Fire and Rescue Service;
- Discharge duties through its governance arrangements and schemes of delegation, and ensure compliance with its statutory duties;
- Agree proposed changes to the Authority's constitution, standing orders, committee arrangements, terms of reference, contract procedure rules, financial regulations, schemes of delegation, and codes of conduct;
- Set the strategic vision and service priorities through approving the Annual Plan, associated performance targets and People Strategy;
- Approve the annual budget for the Service including approval of Fire Authority precepts;
- Elect the Chair and Vice Chair;
- Agree the size of, and appoint the membership of, committees;
- Make strategic decisions relating to key changes in service delivery, and corporate resources that are above the levels delegated to the Chief Fire Officer;

- Receive, and ratify as required, recommendations and reports from the Authority's Working Groups, Forums and Committees;
- Monitor the performance of the Service and report back to local communities through the publishing of the Annual Plan and Final Statement of Accounts;
- Receive recommendations regarding the disposition, use, acquisition and disposal of assets including the investment, maintenance, safety, security, environmental impact and running costs;
- Manage and administer the range of Local Government and Fire Service Pensions schemes in accordance with The Public Service Pensions Act 2013;
- Approve the Pay Policy Statement;
- Adopt and/or amend a Members' Remuneration Scheme;
- Consider Human Resources related matters requiring the Authority's decision where they are not covered by the Chief Fire Officer delegated powers;
- Approve tenders and raising of orders where they are not covered by the Chief Fire Officer delegated powers; and
- Discharge all those local choice functions that the Authority decides should be undertaken by the Authority and all other matters which, by law, must be reserved to the Authority and the delegations, as far as the law allows, of these functions