

TERMS OF REFERENCE POLICY AND STRATEGY COMMITTEE

1. To consider the overall strategic aims and objectives of the Fire & Rescue Authority and make recommendations to the full Fire & Rescue Authority.
2. To consider and determine all financial matters appertaining to the Fire & Rescue Authority with the exception of
 - i. Approval of the annual budget and related issues.
 - ii. Approval of Financial Regulations.
 - iii. Any matter which by law must be decided by the full Fire & Rescue Authority.
3. To lead on all matters relating to the Authority's Consultation and Communication Strategies and to act as the main conduit for the expression of public opinion on Fire service issues.
4. ~~To review the results of consultation undertaken to inform the Authority's Plan~~ To work with the Chief Fire Officer in the production of the Services' business plan, including consultation, timetable for delivery, Member engagement and annual reports (amendment by Fire & Rescue Authority at its meeting of 23 February 2007)
5. To oversee all matters pertaining to the corporate governance of the Authority
6. To receive reports from all other committees.
7. To ensure that issues raised in the Authority's consultation processes are fully taken into account of in planning and decision making.
8. ~~Working with the Chief Fire Officer to prepare and recommend to the Fire & Rescue Authority an annual Plan and three year strategic plan. (*see 4 amendment by Fire & Rescue Authority at its meeting of 23 February 2007)~~
9. To consider reports from external agencies such as External Auditors/Audit Commission/HMFSI/HSE which have strategic implications for the Fire & Rescue Authority.
10. To make recommendations to the Fire & Rescue Authority as appropriate.
11. To consider draft policies of the Service where the proposed policies have strategic implications for the Organisation.
12. To consider any matters referred by the Fire & Rescue Authority either for decision or report to the Authority.

13. To oversee the development and implementation of equalities and fairness policies and, in particular, the Authority's responsibilities under the Race Relations (Amendment) Act 2000.
14. To consider proposals of government departments and other national or regional bodies which have national or regional implications or which would affect the Authority in its relationships with other authorities.
15. To act upon Government Policy with regard to Fire and Rescue Services (Fire & Rescue Services Act, Fire & Rescue Service National Framework).
16. To consider implications arising from Regional Management Board (RMB) and advise on regional implications.
17. To act as an emergency committee.
18. ~~Approve the process for the preparation of the local and strategic plans, in conjunction with the Chief Fire Officer, to include approving the timetable for plan delivery, consultation, member engagement, progress against the timetable and approving the contents of the draft plan. (*see 4 amendment by Fire & Rescue Authority at its meeting of 23 February 2007)~~
19. To be responsible for the Health and Safety function including recommending Fire & Rescue Authority priorities for Health and Safety in the overall strategy, monitoring the Service's discharge of its legal duties in respect of Health and Safety, ensuring that the Service has appropriate Health and Safety Management Systems in place, exceptionally requesting carrying out of audits by the Service on Health and Safety issues.
20. To be responsible for Risk Management including the implementation of the Action Plan attached to the Risk Management Policy, considering risks to which the Authority may be exposed and developing the strategy to reduce or eliminate these.
21. To establish, as required, task and finish groups (added by Fire & Rescue Authority at its meeting on 28 April 2006).
22. To be the lead Committee on Value for Money (added by Fire & Rescue Authority at its meeting on 9 June 2006).
23. To act as the lead on Equalities issues and then respond to referrals from the Ad-hoc Equalities group (added by Fire & Rescue Authority at its meeting on 9 June 2006).