

FIRE AUTHORITY

RESPONSIBILITIES

- 3.1 Makes all Member decisions that are not delegated to other Member Decision-Making Bodies
- 3.2 Makes key decisions, including but not limited to:
 - Approval of the budget (including capital and revenue proposals)
 - Setting the precept;
 - Approval of the annual accounts
 - Approval of the Annual Statement of Assurance
- 3.3 Approves key plans (and considers associated documentation, e.g. Annual Reports)
- 3.4 Approves key strategies (and considers associated documentation, e.g. Annual Reports)
- 3.5 Approves key policies (and considers associated documentation, e.g. Annual Reports)
- 3.6 Establishes and determines the responsibilities, and composition of, and appointments to all Members' Decision-Making Bodies and determines Member Roles and makes appointments to all Outside Bodies
- 3.7 Adopts the Members' Codes of Conduct
- 3.8 Approves the Members' Allowances Scheme
- 3.9 Considers and determines any matters referred to it by any of the Members' decision-making bodies;
- 3.10 Receives key external reports and determines appropriate actions e.g. Operational Assessment and Fire Peer Challenge
- 3.11 Appoints the Chief Fire Officer
- 3.12 Agrees overall Scheme of Delegation
- 3.13 Agrees any transfer of functions and/or powers and/or major changes to service delivery (including the establishment of a trading company etc)
- 3.14 Settles responses to key consultations
- 3.15 Agrees to buy or sell land and/or buildings
- 3.16 Agrees to enter into key and/or long-term contractual commitments
- 3.17 Approves statutory statements e.g. Annual Pay Policy Statement

- 3.18 Approves Annual Report
- 3.19 Considers External Audit Findings and Value For Money Conclusion report (including approval of Audit Arrangements and Fees)
- 3.20 Approves the Constitution and any amendments to it
- 3.21 Acts as duty holder for matters relating to Health and Safety

IF IN DOUBT TREAT THE MATTER AS 'KEY' AND REPORT THE MATTER TO THE FIRE AUTHORITY

A LIST OF KEY PLANS, STRATEGIES AND POLICIES THAT ARE THE RESPONSIBILITY OF THE AUTHORITY IS HELD BY THE HEAD OF LEGAL AND DEMOCRATIC SERVICES.