

The Dorset & Wiltshire Fire and Rescue Authority - Proposed Authority Terms of Reference

Main purpose

The main purpose of the Dorset & Wiltshire Fire and Rescue Authority (the Authority) is to oversee the policy and service delivery of the Dorset & Wiltshire Fire and Rescue Service (the Service). The Authority consists of elected members from each of the four constituent Authorities and collectively they ensure we support communities, local partners and comply with a range of statutory requirements and frameworks including:

- ◆ Civil Contingencies Act 2004
- ◆ Fire and Rescue Services Act 2004
- ◆ Fire and Rescue National Framework for England (May 2018)
- ◆ Health and Safety at Work Act 1974 and associated regulations
- ◆ Policing and Crime Act 2017
- ◆ Regulatory Reform (Fire Safety) Order 2005
- ◆ The Fire and Rescue Services ((Emergencies) (England) Order 2007)
- ◆ The Equality Act 2010
- ◆ Climate Change Act 2008
- ◆ Data Protection Legislation including:
 - Freedom of Information Act 2000
 - Data Protection Act 2018 and associated regulations

The Authority is the statutory body constituted in accordance with The Dorset & Wiltshire Fire and Rescue Authority (Combination Scheme) Order 2015 (Statutory Instrument No 435) The membership of the Authority was varied (with effect from 6 June 2018) by the Fire and Rescue Authority (Membership) Order 2017 (Statutory Instrument 1165).

The Authority has agreed to establish the following committees:

- ◆ Finance & Audit Committee
- ◆ Local Performance and Scrutiny Committee (x4)
- ◆ Appointments and Disputes Committee
- ◆ Appeals Committee

Terms of Reference

The Authority has delegated a number of its functions to committees and to statutory officers, but the following have **not** been delegated:

1. Establish and maintain high standards and arrangements to support good governance including approving the annual Statement of Assurance
2. Approve and maintain a scheme of standing orders and financial regulations
3. Approve the Community Safety Plan
4. Approve associated policies and significant changes to service delivery that have policy implications
5. Approve the annual budget and fire precept
6. Approve the Medium-Term Finance Plan
7. Approve significant changes to the agreed revenue and capital programme
8. Approve and monitor the Treasury Management Policy
9. Establish and maintain a comprehensive performance management system to ensure that the Authority's objectives are being met

The Authority has appointed three chief officers (Chief Fire Officer, Clerk & Monitoring Officer and Treasurer). Specific delegations have also been given by the Authority to each of these officers.

Membership: 18

Bournemouth, Christchurch & Poole Council (5), Dorset Council (4), Swindon Borough Council (3), Wiltshire Council (6)

Quorum: 6

Chairman: To be elected annually at the June meeting of the Authority.

Meetings: June (annual meeting), September, December and February.

Where urgent decisions are required an extraordinary meeting of the Authority will be called.