

**DEVON & SOMERSET FIRE & RESCUE AUTHORITY**

**SCHEME OF DELEGATIONS**

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## **DEFINITIONS**

In this Scheme of Delegations:

"Chief Fire Officer" is the person duly appointed by the Authority as the executive, operational and administrative head of the Devon and Somerset Fire and Rescue Service and shall include such officers of the Service as the Chief Fire Officer specifically authorises for the purposes of this Scheme of Delegations.

"The Clerk" is that person so appointed by the Authority for the purpose of constitutional and administrative tasks related to the business of the Authority.

"Constituent authorities" means Devon County Council, Somerset County Council, Plymouth City Council and Torbay Borough Council.

"Devon and Somerset Fire and Rescue Authority" ("the Authority") is the body corporate constituted in accordance with the "Devon and Somerset Fire and Rescue Authority (Combination Scheme) Order 2006" (as amended) (hereafter referred to as the Order).

"Devon & Somerset Fire & Rescue Service", ("the Service"), comprises all staff employed to ensure that the statutory functions of the Authority are effectively and efficiently discharged;

The "Executive Board" (EB) comprises those Service Directors who, together with the Treasurer to the Authority, set the strategic direction of the Devon & Somerset Fire & Rescue Service ("the Service") and provide the most senior officer level of decision making on strategic planning and policy to deliver the organisation's purpose and vision;

"Member" is any councillor from the constituent authorities duly appointed to serve on the Authority. It also includes any Police & Crime Commissioner and any co-opted Member appointed by the Authority;

"Members' Code" means the Members' Code of Conduct approved by the Authority, as required by the Localism Act 2011 and Regulations made under that Act.

"Monitoring Officer" is that person duly appointed by the Authority to discharge those functions specified in Section 5 of the Local Government and Housing Act and who will have responsibility for providing or procuring appropriate legal advice and assistance to the Authority and its Officers to ensure compliance with all legal, statutory and judicial processes.

"Non-uniformed" means a member of staff whose employment terms are conditioned under the National Joint Council for Local Government Services (the "Green Book").

"Officer" shall mean all employees of the Authority including uniformed and non-uniformed staff of the Devon & Somerset Fire & Rescue Service.

The "Service Leadership Team" (SLT) comprises those uniformed Area Managers and non-uniformed Heads of Department responsible for the day-to-day running of the Service and making recommendations to the Executive Board on strategic change, based on service delivery and support experience and feedback.

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“Treasurer” is that person duly appointed by the Authority with responsibility for the administration of the Authority’s financial affairs.

“Uniformed” means a member of staff whose employment terms are conditioned under the National Joint Council for Local Authority Fire and Rescue Services Scheme of Conditions of Service (the “Grey Book”) OR the National Joint Council for Brigade Managers of Fire and Rescue Services Constitution and Scheme and Conditions of Service (the “Gold Book”) as appropriate.

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## 1. **INTRODUCTION**

### **(a). General Principles**

- 1.1 This Scheme of Delegations operates under Section 101 of the Local Government Act 1972 (applied by virtue of the Devon and Somerset Fire and Rescue Authority (Combination Scheme) Order 2006) (as amended) and authorises officers of the Authority to exercise the functions of the Authority as set out in this document.
- 1.2 The Scheme is without prejudice to the exercise of the Authority's functions by the Authority itself or by its committees/sub-committees.
- 1.3 An officer to whom functions have been delegated may authorise another officer to exercise those functions in their name. This authorisation will always be subject to the overall conditions of the Scheme of Delegations and a written record MUST be kept detailing the nature of the authorisation and the name of the officer so authorised.
- 1.4 In the absence of the post-holder, all matters in this Scheme of Delegations delegated to the Chief Fire Officer may be exercised by another member of the Executive Board, depending on availability.
- 1.5 An officer may, instead of exercising a delegated function, refer a matter to the Authority or one of its committees/sub-committees as appropriate.
- 1.6 Before exercising a delegated function an officer must consider whether to consult any other officer, particularly in relation to any matter with financial implications when the views of the Treasurer must be sought. In the event of a dispute between Officers as to the exercise of a delegated function the matter shall be referred to the next full meeting of the Authority or, in the event of the matter being urgent, to the Clerk following consultation with the Chair or Vice-Chair of the Authority.
- 1.7 Any reference in this Scheme to a statute includes any regulation or order made under it.
- 1.8 Any reference in this Scheme to a statute, statutory instrument, regulation, or order, rule or circular includes any modification, amendment or re-enactment of it.

### **(b). General Limitations**

- 1.9 This Scheme does **not** delegate to officers:
  - any matter reserved to the full Authority;
  - any matter which by law may not be delegated to an Officer (e.g. setting the budget);

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- any matter expressly reserved to a Committee, Sub-Committee or Panel by Standing Orders, Financial Regulations or Contract Standing Orders;
- decisions on permanent savings in the budget to achieve Authority policies;
- the making of an order for the compulsory purchase of land;
- the acquisition of land in advance of requirements (i.e. **not** provided for by a scheme contained within the Authority approved Capital Programme);
- the confirmation of any order or the issue of any grant of any permission, consent, licence or other determination which is the subject of a statutory right of objection that has been duly exercised;
- to enter into contracts for the provision of goods and services by Red One Ltd. (the Authority's commercial trading arm) to third parties. Responsibility for entering into such contracts rests with the Board of Red One Ltd., subject to such contracts relating to the provision of those goods and services for which the full Authority has approved a business case to trade commercially.

1.10 The exercise of any function delegated by this Scheme is **subject to** and **must be** in accordance with the following:

- (a). the policies, practices and procedures of the Authority;
- (b). Standing Orders, Financial Regulations, Contract Standing Orders and the Treasury Management Policy;
- (c). the budget of the Authority;
- (d). Prior consultation with and involvement of other officers where their responsibilities are affected.

## **2. GENERAL – MATTERS DELEGATED TO THE CHIEF FIRE OFFICER, CLERK, MONITORING OFFICER AND TREASURER, JOINTLY AND SEVERALLY**

- 2.1 To exercise all the functions of the Authority which can lawfully be delegated and which are consistent with the discharge of the officers responsibilities in accordance with his/her job description and/or principal accountabilities and the power to take such other action as an officer considers will facilitate or be conducive or incidental to the discharge of those functions. Without prejudice to the generality of this delegation, to exercise the functions set out in other parts of this Scheme subject to the qualifications therein.
- 2.2 To exercise the powers of the Authority under the Local Government Act 2003 and any Regulations/Orders made thereunder (powers to trade).

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- 2.3 To exercise the functions given by Standing Orders, Financial Regulations, Contract Standing Orders and the Treasury Management Policy.
- 2.4 To appoint consultants for work directly associated with the discharge of the officer's professional responsibilities.

### **3. MATTERS DELEGATED TO THE TREASURER OF THE AUTHORITY**

- 3.1 "Proper officer" in relation to Section 112 of the Local Government Finance Act 1988, specifically the officer responsible for the proper administration of the Fire and Rescue Authority's financial affairs and the submission of reports to the Fire and Rescue Authority on the discharge of that responsibility.
- 3.2 The execution and administration of the Authority's approved Treasury Management Policy in accordance with CIPFA Standards of Professional Practice on Treasury Management.
- 3.3 Ensuring that arrangements are in place for the proper administration of the Local Government Pensions Scheme.
- 3.4 Be responsible for accounting records and control systems; and ensuring that appropriate internal audit arrangements are in place in accordance with Regulations 5 and 6 respectively of the Accounts and Audit Regulations 2015.
- 3.5 To certify operating leases and associated Purchase Agency Agreements entered into as required to finance relevant elements of the Authority's approved Capital Programme.
- 3.6 In conjunction with the Chief Fire Officer, to approve increases in line with uniformed staff pay increases to any scheme of authorised charges approved by the Authority in accordance with the Fire and Rescue Services (England) Order 2004 or any subsequent amending Order.
- 3.7 In conjunction with the Clerk, to review and report to the Audit & Governance Committee of the Authority on an annual basis on the adequacy and effectiveness of the Authority's Annual Statement of Assurance and the extent of compliance with it.
- 3.8 In accordance with Financial Regulations, to approve:
  - (a). in-year virements between objective (Service function) budget headings up to and including the limit indicated in Financial Regulations;

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- (b). in-year virements between subjective budget headings (individual budget headings within objective headings) from the limit as identified in Financial Procedures and up to and including the limit indicated in Financial Regulations. (**NOTE:** in the event of any virement between both objective and subjective budget headings, the lower limit will apply);
- (c). the alternate use of or unbudgeted transfers to/from reserves to/from the revenue budget up to and including the limit indicated in Financial Regulations;
- (d). movements between Earmarked or General reserves up to and including the limit indicated in Financial Regulations;
- (e). the financing of any individual capital programme scheme of up to and including the limit indicated in Financial Regulations from the revenue budget;
- (f). subject to the additional expenditure being contained from within the Capital Programme limit for the year in question, any excess of:
  - (i). estimated expenditure on an individual major capital scheme over and above approved Capital Programme provision up to the limit indicated in Financial Regulations; and
  - (ii). overall expenditure on Other Projects or Ring Fenced generic capital budgets over approved budget provision up to the limit indicated in Financial Regulations;
- (g). the disposal of any material asset of a value up to and including the limit indicated in Financial Regulations;
- (h). the writing off of any redundant stocks or equipment of a value up to and including the limit indicated in Financial Regulations;
- (i). the writing off of any discrepancies between stocks and equipment actually held and the records of such stock and equipment of a value up to and including the limit indicated in Financial Regulations;
- (j). debt write-off up to and including the limit indicated in Financial Regulations;
- (k). advance payments for goods and/or services up to and including the limit indicated in Financial Regulations;
- (l). overpayments of salary or allowance up to and including the limit indicated in Financial Regulations;
- (m). loans to Authority controlled organisations.

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#### **4. MATTERS DELEGATED TO THE CHIEF FIRE OFFICER**

##### **(a). General**

- 4.1 To exercise the functions of Head of Paid Service.
- 4.2 In accordance with Standing Orders, to institute, defend or settle legal proceedings (either in the name of the Authority or an individual officer of the Authority) at common law or under any enactment, statutory instruments order or bye law conferring functions upon the Authority (or in respect of functions undertaken by it) and to lodge an appeal in respect of any such proceedings. For the avoidance of doubt, this delegation shall extend to the taking of all procedural steps including service of notices - statutory or otherwise - counter-notices, the Laying of Informations and to any proceedings which the Chief Fire Officer considers expedient to take for the protection of the interests of the inhabitants of the Authority's area. Any claim settled in accordance with this delegation will be subject to the provisions of paragraphs 4.7 and 4.8 below. (**NOTE:** this function may also be exercised by the Monitoring Officer).
- 4.3 To exercise the Authority's powers as consultee under any legislation including objecting to the issue of licences, consents, registrations or permissions and/or submitting responses or representations.
- 4.4 In the absence of the post-holder and subject to consultation with appropriate officers as indicated, power to exercise any of the functions delegated to the Clerk as detailed in Section 5 below.
- 4.5 In accordance with Standing Orders and in cases of urgency **ONLY**, power to act on behalf of the Authority (or its Committees), subject **always** to consultation with other officers of the Authority (as appropriate) and with the Authority/Committee Chair or Vice-Chair and to a report being submitted on any action so taken to the next ordinary meeting of the Authority/Committee.
- 4.6 In consultation with the Treasurer, to approve the making of any grant up to and including the limit as set out in Financial Regulations.
- 4.7 In consultation with the Treasurer, to settle employee claims up to and including the threshold as set out in the Schedule to Financial Regulations;
- 4.8 To negotiate and approve, in consultation with the Treasurer, the settlement of other claims against the Authority up to the thresholds as set out in the Schedule to the Financial Regulations.  
(**NOTE:** the delegations at 4.7 and 4.8 above **exclude** claims to be settled by officers under insurance arrangements).



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4.9 In consultation with the Treasurer, to approve ex gratia payments up to the thresholds as set out in the Schedule to the Financial Regulations in the case of loss or damage to an employee's clothing and equipment during the course of employment (subject to there being no negligence on the part of the employee) or in relation to any incidental expenditure arising from assault/serious injury to employees at work.

4.10 In accordance with Standing Orders and following consultation with either the Authority or relevant Committee Chair (as the case may be), to establish any Working Party or "task and finish" group as considered conducive and timely to the work of the Authority (**NOTE:** this delegation may also be exercised by the Clerk).

**(b). Operational**

4.11 In accordance with the Fire and Rescue Services Act ("the Act") 2004:

- (a). to exercise power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any fire and rescue authority function in accordance with Section 5 of the Act;
- (b). to ensure that the core functions of the Authority as provided for by Sections 6 to 9 of the Act are duly exercised in accordance with the Authority's Integrated Risk Management Plan and any associated policies approved by the Authority;
- (c). to exercise power to respond to any other eventualities in accordance with Section 11 of the Act;
- (d). to provide other staff/equipment for other purposes as appropriate in accordance with Section 12 of the Act;
- (e). to enter into reinforcement schemes with other fire and rescue authorities in accordance with Section 13 of the Act;
- (f). to enter into arrangements with other employers of firefighters (excluding other fire and rescue authorities) for the discharge of firefighting, road traffic accidents or other emergencies in accordance with Section 15 of the Act;
- (g). to enter into arrangements for the discharge of functions by others in accordance with Section 16 of the Act;
- (h). to exercise powers at or under sea in accordance with Section 20 of the Act;
- (i). to provide information as requested to the Secretary of State in accordance with Section 26 of the Act;
- (j). to provide information in connection with pensions etc. in accordance with Section 35 of the Act;
- (k). to make arrangements for water supplies in accordance with Part 5, Sections 38 to 43 of the Act;

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- (l). to authorise employees of the Authority for the purposes of Part 6, Sections 44, 45 and 46 of the Act (powers of entry in the event of an emergency and for information gathering/fire investigation purposes) and furnish them with evidence of authority.
- 4.12 To the extent not covered elsewhere in this Scheme of Delegations, decisions on operational deployment of staff, equipment etc. and the use of buildings in accordance with the approved Community Risk Management Plan. This delegation **does not** include the power to close a fire station unless that is explicitly mentioned in the approved Plan or has been the subject of a separate resolution by the Authority.
- 4.13 To enter into agreements in respect of fire alarm systems in circumstances where special arrangements are provided to transmit the call from the protected premises to the Fire and Rescue Service Mobilising Centre.
- 4.14 To offer training to outside bodies in aspects in which the Service has expertise.
- 4.15 To authorise the exercise of powers of entry, inspection and survey and the carrying out of emergency works by staff of the Service or contractors acting on behalf of the Fire and Rescue Authority and/or the Service on land or buildings.
- (c). Fire Safety**
- 4.16 To exercise all the powers of the Authority under the Regulatory Reform (Fire Safety) Order 2005 (“the Order”) including, amongst other things:
- (a). appoint inspectors in accordance Article 26(1) of the Order and furnish them with evidence of authority;
  - (b). in accordance with Article 26(3) of the Order, make arrangements with either the Health and Safety Commission or the Office of Rail Regulations for the for the performance of the Authority’s functions in relation to any particular premises;
  - (c). in accordance with Article 28(1) of the Order, to give consent to a duly appointed inspector (or any other person authorised by the Secretary of State) authorising in writing an employee of the fire and rescue service to exercise powers conferred on a fire inspector by virtue of Article 27 of the Order.
- (d). Asset Management**
- 4.17 To agree, following consultation with the Treasurer and the Monitoring Officer as necessary, the terms and arrangements for the acquisition (whether by purchase, lease or licence) of land and/or buildings required for Authority purposes subject to:
- (a). prior approval of the Authority for any acquisition involving a conveyance;

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- (b). compliance with Financial Regulations and this Scheme of Delegations in relation to thresholds for capital expenditure.

4.18 To agree, following consultation with the Treasurer and Legal Adviser as necessary, the terms and arrangements for the disposal of Authority land and/or buildings considered surplus to requirements subject to:

- (a). prior approval of the Authority for any disposal involving a conveyance;
- (b). compliance with Section 123 of the Local Government Act 1972.

***(e). Personnel***

4.19 Subject to:

- (a). any statutory restrictions and requirements;
- (b). any conditions of Service requirements;
- (c). such policies, procedures and practices that may from time to time be determined by the Authority;
- (d). consultation with the Authority Chair and Vice Chair in respect of the preferred candidate for appointment to the posts of Assistant Chief Fire Officer, Director and Assistant Director (non-operational) at Executive Board level; and
- (e). the provisions of paragraph 4.20 below

the power to deal with all matters relating to the appointment (including the method of appointment), suspension, dismissal, relegation, pay, promotion, supervision, compensation, conditions of service, redundancy, recruitment, qualification, training, health, safety, welfare, housing allowances and the provision of telephones and pay and any other matters relating to the paid employment of persons by the Service, both uniformed and non-uniformed. In particular, this delegation shall include the power to:

- (a). effect variations in the establishment between uniformed and non-uniformed posts where this is in the best interests of the Service and subject to consultation where necessary with representative bodies and to there being no additional resource implications associated with the variation;
- (b). effect changes in the establishment structure subject to any financial implications being contained from within existing resources and to compliance with the virement thresholds as contained in the Authority's Financial Regulations;
- (c). approve secondments to other organisations subject to agreed costs being met by the seconding agency. Authorisation to fill vacancies in the Service arising from substantive secondments;

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- (d). determine applications submitted by individual members of the Service for approval to carry on outside employment and to determine those occupations likely to present any unacceptable risk of injury or unfitness and impose limitations as appropriate;
  - (e). exercise, in accordance with the National Joint Council for Local Authority Fire and Rescue Services Scheme of Conditions and Service (the "Grey Book"), discretion on extensions of sick pay for uniformed firefighters;
  - (f). determine, in accordance with the Authority's approved Pay Policy Statement, applications for the re-employment of any member of staff at Firefighter to Watch Manager level (or non-uniformed equivalent) and who has previously been made redundant or who has retired from the Service;
  - (g). exercise discretion over broken service with another authority for the purpose of calculating service for the long service bounty scheme;
  - (h). approve, subject to the statutory restrictions on politically restricted posts and any other associated statutory restrictions, either special paid or unpaid leave for:
    - attendance at meetings of a local authority, health authority or other public body to which the individual may have been elected; and
    - serving as a Justice of the Peace;
  - (i). exercise, subject to any directions and/or financial thresholds as may be set by the Authority, those delegations under Firefighters Pensions Schemes and Local Government Pension Scheme as may from time to time be approved by the Authority (NOTE: the most recent delegations in relation to the Local Government Pension Scheme were approved by the Authority at its meeting on 29 July 2015 – Minute DSFRA/21 refers. Delegations in relation to the Firefighters Pensions Schemes were initially approved by the Authority at its meeting on 7 October 2015 – Minute DSFRA/26I(ii) refers – and amended on 30 July 2018 – Minute DSFRA/16(a)(i) refers);
  - (j). approve, in consultation with the Treasurer, premature retirement of staff (other than uniformed firefighters) on grounds of permanent ill-health and/or the efficiency of the Service and where appropriate the exercise of discretion in respect of the award of added years.
- 4.20 The power in paragraph 4.19 above shall **not** include any matter:
- (a). relating to the posts of Chief Fire Officer and Deputy Chief Fire Officer;
  - (b). relating to the statutory posts of Monitoring Officer and Chief Financial Officer (other than suspension of these Officers in accordance with Standing Orders;

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- (c). arising from a proposal for major restructuring;
- (d). which is a major change in the Authority's or Service's policies, procedures or practices and
- (e). under the Superannuation Acts relating to the payment and enhancement of pensions.

**(f). Commercial Activities**

- 4.21 To exercise, on behalf of the Authority, any written approvals (other than the entering into of contracts for the provision of goods and services) as required by the Trading Company Contract between the Devon & Somerset Fire & Rescue Authority and Red One Ltd.

## **5. MATTERS DELEGATED TO THE CLERK**

- 5.1 In accordance with the Devon & Somerset Fire & Rescue Authority (Combination Scheme) Order 2006 (as amended), to calculate annually the apportionment of places on the Authority to constituent authorities, using the most up-to-date local government electoral roll statistics available on the Office for National Statistics website, and to notify constituent authorities of the outcome of this in sufficient time to enable relevant appointments to be made at their annual meetings.
- 5.2 To receive and/or publish notices in accordance with the provisions of Standing Orders
- 5.3 In accordance with Standing Orders, to call an extraordinary meeting of the Authority if so required.
- 5.4 In accordance with Standing Orders and following consultation with either the Authority or relevant Committee Chair (as the case may be), to establish any Working Party or "task and finish" group as considered conducive and timely to the work of the Authority (**NOTE:** this delegation may also be exercised by the Chief Fire Officer).
- 5.5 "Proper Officer" for the purposes of Regulations 13 and 14 of the Local Government (Committees and Political Groups) Regulations 1990.
- 5.6 To approve and grant any dispensation to exempt a Member from the requirement in Standing Orders to attend at least one Authority meeting within a six month consecutive period, subject to the dispensation being approved and granted either prior to, or before the end of, the six month consecutive period concerned. For clarity, Authority meeting also includes Committee meetings of the Authority or any joint committee to which a Member has been appointed by the Authority.
- 5.7 In accordance with Standing Orders, to affix (and attest the affixing of) the Seal of the Authority to any relevant document.

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## **6. MATTERS DELEGATED TO THE MONITORING OFFICER**

- 6.1. To maintain a Register of Interests for Members and Co-opted Members in accordance with Section 29 of the Localism Act 2011 and to ensure that:
- (a). the Register is available for public inspection at all reasonable hours; and
  - (b). the Register is published on the Authority's website.
- 6.2. In accordance with Section 33(2)(a) of the Localism Act 2011, to grant a dispensation from the restriction either not to participate in discussion of, or participate in discussion of and vote on, any matter in which a Member or Co-opted Member has a disclosable pecuniary interest only in instances where, without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the relevant body as to impede transaction of the business.
- 6.3. In relation to the [Members Code of Conduct](#) adopted in accordance with Section 27(2) of the Localism Act 2011, to:
- (a). receive any allegations of breaches of the Code and determine, in consultation with the "independent person" whether or not any such allegation should be investigated; and
  - (b). to arrange for the undertaking of any investigations as required and report as required on the outcomes of such investigations to the Standards Committee or Hearing Panel thereof.
- 6.4. To maintain a register of interests in contracts declared by Officers of the Devon and Somerset Fire and Rescue Authority in accordance with Section 117 of the Local Government Act 1972;
- 6.5. "Proper Officer" for the purposes of Part VA (sections 100A to 100K)(as inserted by the Local Government (Access to Information) Act, 1985) of the Local Government Act 1972, specifically as the officer who:
- (a) shall determine whether to exclude reports from agendas and connected reports of meetings of the Authority (or its committees or sub-committees) made available to public inspection on the grounds that the excluded report may, in his opinion, be considered by the meeting in the absence of the public;
  - (b) shall make a written summary (without disclosing exempt information) of the proceedings of any part of any meeting during which the public were excluded where the minute(s) of those proceedings does not provide the public with a reasonably fair and coherent record of the proceedings; and
  - (c) shall compile, and determine the contents of, lists of background papers used in the drafting of reports which are open to inspection by the public.

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- 6.6. In accordance with Standing Orders, to institute, defend or settle legal proceedings (either in the name of the Authority or an individual officer of the Authority) at common law or under any enactment, statutory instruments order or bye law conferring functions upon the Authority (or in respect of functions undertaken by it) and to lodge an appeal in respect of any such proceedings. For the avoidance of doubt, this delegation shall extend to the taking of all procedural steps including service of notices - statutory or otherwise - counter-notices, the Laying of Informations and to any proceedings which the Monitoring Officer considers expedient to take for the protection of the interests of the inhabitants of the Authority's area. **(NOTE:** this function may also be exercised by the Chief Fire Officer and Treasurer).
- 6.7. In accordance with Standing Orders, to sign on behalf of the Authority any document necessary to any legal procedure or proceedings **unless:**
- (a). another person is required by law (e.g. Act of Parliament) to sign such a document; or
  - (b). the Authority has specifically authorised another officer to sign the document in question.
- (NOTE:** this function may also be exercised by the Chief Fire Officer and Treasurer).
- 6.8. To receive, return (if appropriate) and open tenders in accordance with Contract Standing Orders. **(NOTE:** this function may also be exercised by the Chief Fire Officer and Treasurer).
- 6.9. Following consultation with the Authority Chair, to suspend the Chief Fire Officer immediately in an emergency or if an exceptional situation arises whereby allegations of misconduct by the Chief Fire Officer are such that their continued presence at work poses a serious risk to the health and safety of others or to the resources, information or reputation of the Authority.

## **7. MATTERS DELEGATED TO THE HEAD OF PEOPLE SERVICES (OR EQUIVALENT POST-HOLDER) OR THEIR DESIGNATE**

- 7.1. To exercise responsibility for the day-to-day management and administration of the firefighters pensions schemes.
- 7.2. To undertake an appropriate process to determine and subsequently appoint employee (Scheme Member) representatives to the Authority's Firefighters Pensions Schemes Local Pension Board.
- 7.3. To arrange appropriate training for both employer (Scheme Manager) and employee (Scheme Member) appointees to the Authority's Firefighters Pensions Schemes Local Pension Board to facilitate the effective and efficient discharge of the role of Board Member.

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## **8. MATTERS DELEGATED TO THE EXECUTIVE BOARD**

- 8.1. To appoint Service Officer Non-Executive Directors to the Board of Red One Ltd.

## **9. MATTERS DELEGATED TO THE EXECUTIVE BOARD AND THE SERVICE LEADERSHIP TEAM JOINTLY AND SEVERALLY**

- 9.1. To exercise the functions given specifically to designated officers by Standing Orders, Financial Regulations, Contract Standing Orders and the Treasury Management Policy.
- 9.2. To the extent not covered elsewhere in this Scheme of Delegations and subject to compliance with Standing Orders, Financial Regulations and Contract Standing Orders:
- (a) to take all necessary actions to implement Authority or Committee decisions including committing resources within agreed budgets in the case of financial resources;
  - (b) to take all operational decisions, within agreed Authority policies, in relation to the services for which they are responsible.