For Publication

Bedfordshire Fire and Rescue Authority
Service Delivery Policy and Challenge Group
26 June 2018
Item No. 12

REPORT AUTHOR: **DEPUTY CHIEF FIRE OFFICER**

SUBJECT: **WORK PROGRAMME 2018/19**

For further information Nicky Upton
on this report contact: Democratic and Regulatory Services Supervisor
Tel No: 01234 845149

Background Papers: None

Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New		CORE BRIEF	

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To report on the work programme for 2018/19 and to provide Members with an opportunity to request additional reports for the Service Delivery Policy and Challenge Group meetings.

RECOMMENDATION:

That Members consider the work programme for 2018/19 and note the 'cyclical' Agenda Items for each meeting in 2018/19.

ANDREW HOPKINSON
DEPUTY CHIEF FIRE OFFICER

SERVICE DELIVERY POLICY AND CHALLENGE GROUP (SDPCG) PROGRAMME OF WORK 2018/19

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
26 June 2018	- Appointment of Vice Chair - Review Terms of Reference - SD Performance Monitoring Report (Annual Review) and Programmes to date - Audit and Governance Action Plan Monitoring Report - New Internal Audits Completed to date - Customer Satisfaction Report - Operational Decisions Made - Corporate Risk Register - Work Programme 2018/19	Verbal Update		

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
19 September 2018	• SD Performance Monitoring Report Q1 and Programmes to date • Audit and Governance Action Plan Monitoring Report • New Internal Audits Completed to date • Corporate Risk Register • Customer Satisfaction report (Q1) • Annual Review of Partnerships • Operational Decisions Made • Work Programme 2018/19	Verbal Update	Results from HMICFRS inspection	Added by SDPCG 15 March 2018

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes

29 November 2018	• SD Performance Monitoring Report Q2 and Programmes to date
	  • Audit and Governance Action Plan Monitoring Report
	  • New Internal Audits Completed to date
	  • Corporate Risk Register
	  • Customer Satisfaction Report (Q2)
	  • Operational Decisions Made
	  • Work Programme 2018/19
	  • Review of the Fire Authority's Effectiveness
		Verbal update		

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
7 March 2019	• SD Performance Monitoring Report Q3 and Programmes to date • Proposed Service Delivery Indicators and Targets 2018/19 • Audit and Governance Action Plan Monitoring Report • New Internal Audits Completed to date • Corporate Risk Register • Customer Satisfaction Report (Q3) • Operational Decisions Made • Review of the Work Programme 2018/19	 Verbal Update		