

For Publication

Bedfordshire Fire and Rescue Authority
Corporate Services Policy and Challenge Group
29 November 2017
Item No. 12

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: REVIEW OF WORK PROGRAMME 2017/18

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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 review and report on the work programme for 2017/18 and to provide Members with an opportunity to request additional reports for the Corporate Services Policy and Challenge Group meetings for 2017/18.

RECOMMENDATION:

That Members review the work programme for 2017/18 and note the 'cyclical' Agenda Items for each meeting in 2017/18.

**PAUL M FULLER CBE QFSM
CHIEF FIRE OFFICER**

CORPORATE SERVICES POLICY AND CHALLENGE GROUP (CSPCG) PROGRAMME OF WORK 2017/18

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
29 November 2017	<ul style="list-style-type: none"> • Minutes of Shared Service IT Governing Body (<i>under Communications</i>) • Revenue Budget and Capital Programme Monitoring 2017/18 • New Internal Audit Reports Completed to date • Audit and Governance Action Plan Monitoring Report • Corporate Services Performance 2017/18 Quarter 2 and Programmes to date • Treasury Management Mid Year Review Report • Review of Corporate Services Policy and Challenge Group Effectiveness • Corporate Risk Register • Work Programme 2017/18 			

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
13 March 2018	<ul style="list-style-type: none"> • Minutes of Shared Service IT Governing Body (<i>under Communications</i>) • New Internal Audit Reports Completed to date • Audit and Governance Action Plan Monitoring Report • Corporate Services Performance 2017/18 Quarter 3 and Programmes to date • Proposed Corporate Services Indicators and Targets 2018/19 • Treasury Management Strategy and Practices • Corporate Risk Register • Asset Management Strategy for 2018/19 • Review of Work Programme 2017/18 	<p>Review of ICT Targets</p> <p>As Advised in CSP&CG meeting on 21 June 2017</p>	ICT structure and recruitment issue to be included March 2018	

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
TBC June 2018	<ul style="list-style-type: none"> • Election of Vice Chair • Terms of Reference • Minutes of Shared Service IT Governing Body (<i>under Communications</i>) • New Internal Audit Reports Completed to date • Audit and Governance Action Plan Monitoring Report • Corporate Services Performance 2017/18 Year End Report and Programmes to date • Treasury Management Annual Report 2017/18 • Asset Management Plans – ICT and Fleet • Efficiency Plan • Corporate Risk Register • Work Programme 2018/19 			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
TBC September 2018	<ul style="list-style-type: none"> • Minutes of Shared Service IT Governing Body (<i>under Communications</i>) • Revenue Budget and Capital Programme Monitoring 2018/19 • 2019/20 Revenue Budget and Capital Programme (Planning Arrangements) • New Internal Audit Reports Completed to date • Audit and Governance Action Plan Monitoring Report • Corporate Services Performance 2018/19 Quarter 1 and Programmes to date • Annual Review of the Operation of ICT Shared Service Agreement' • Asset Management Plans - Property • Corporate Risk Register • Work Programme 2018/19 			