

For Publication

Bedfordshire Fire and Rescue Authority
Corporate Services Policy and Challenge Group
27 February 2019
Item No. 13

REPORT AUTHOR: T/ASSISTANT CHIEF OFFICER – FINANCE AND CORPORATE SERVICES

SUBJECT: REVIEW OF WORK PROGRAMME 2018/19

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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 2018/19 and to provide Members with an opportunity to request additional reports for the Corporate Services Policy and Challenge Group meetings for 2019/20.

RECOMMENDATION:

That Members review the work programme for 2018/19 and note the 'cyclical' Agenda Items for each meeting in 2019/20.

GAVIN CHAMBERS

T/ASSISTANT CHIEF OFFICER – FINANCE AND CORPORATE SERVICES

CORPORATE SERVICES POLICY AND CHALLENGE GROUP (CSPCG) PROGRAMME OF WORK 2018/19

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
27 Feb 2019	<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 2018/19 – Q3 • Corporate Services Programmes to date 2018/19 – Q3 • Proposed Corporate Services Indicators and Targets 2019/20 • Treasury Management Strategy and Practices • Corporate Risk Register • Asset Management Strategy (reviewed every 3 years, next review 2021/22) • Review of Work Programme 2018/19 • Revenue Budget and Capital Monitoring Programme Monitoring 2018/19 as at 31 December 2018* 	<p>*As the CSPCG is in February this year rather than March moved from Feb FRA to Feb CSPCG as per HFT</p>	Update on Brexit preparation	Requested by CSPCG of 27.11.18: provided to the FRA on 07.02.19

CORPORATE SERVICES POLICY AND CHALLENGE GROUP (CSPCG) PROGRAMME OF WORK 2019/20

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
25 June 2019	<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 2018/19 – Q4 • Corporate Services Programmes to date 2018/19 – Q4 • Treasury Management Annual Report 2018/19 • Asset Management Plans – ICT and Fleet • Corporate Risk Register • Work Programme 2019/20 			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
xx September 2019	<ul style="list-style-type: none"> • Minutes of Shared Service IT Governing Body (<i>under Communications</i>) • Revenue Budget and Capital Programme Monitoring 2019/20 • 2020/21 Revenue Budget and Capital Programme (Planning Arrangements) • New Internal Audit Reports Completed to date • Audit and Governance Action Plan Monitoring Report • Corporate Services Performance 2019/20 – Q1 • Corporate Services Programmes to date 2019/20 – Q1 • Annual Review of the Operation of ICT Shared Service Agreement • Asset Management Plans - Property • Corporate Risk Register • Work Programme 2019/20 			

Meeting Date	'Cyclical' Agenda Items		Additional / Commissioned Agenda Items	
	Item	Notes	Item	Notes
xx November 2019	<ul style="list-style-type: none"> • Minutes of Shared Service IT Governing Body (<i>under Communications</i>) • Revenue Budget and Capital Programme Monitoring 2019/20 • New Internal Audit Reports Completed to date • Audit and Governance Action Plan Monitoring Report • Corporate Services Performance 2019/20 – Q2 • Corporate Services Programmes to date – Q2 • Treasury Management Mid Year Review Report • Review of Corporate Services Policy and Challenge Group Effectiveness • Corporate Risk Register • Work Programme 2019/20 			