

OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME

MEETINGS 2024/25

Date	Meeting Time	Venue
2024		
Monday 22 April	1400 hours	SHQ
Wednesday 3 July	1400 hours	SHQ
Wednesday 9 October	1400 hours	SHQ
2025		
Wednesday 15 January	1400 hours	SHQ
Wednesday 26 March	1400 hours	SHQ

WORK PROGRAMME 2024/25

Monday 22 April 2024			
Time	Agenda Item	Member/Officer	
	Minutes of Overview and Scrutiny Committee Meeting 4 October 2023		Meeting scheduled for 15 January 2024 cancelled
	Action Log		
	<u>Overview</u> IRMP Performance Measures	ACFO/Assistant Director Service Transformation	
	Fire Authority Programme Management – Monitoring Report	Deputy Chief Executive Officer/Assistant Director Service Transformation	
	Strikes (Minimum Service Levels) Act 2023	Assistant Director Operational Response and Fire Protection	
	<u>Audit</u> Internal Audit Plan 2024/25	RSM	
	Internal Audit Progress Report	RSM	
	<u>Scrutiny</u> CPFA Scrutiny Function and Areas for Future Scrutiny Consideration	Scrutiny and Assurance Manager	

	Work Programme 2024/25	Chair	
Wednesday 3 July			
Time	Agenda Item	Member/Officer	
	Minutes of Overview and Scrutiny Committee Meeting 22 April 2024		
	Action Log		
	<u>Overview</u> IRMP Performance Measures	ACFO/Assistant Director Service Transformation	
	Fire Authority Programme Management – Monitoring Report	Deputy Chief Executive Officer/ Assistant Director Service Transformation	
	<u>Audit</u> Internal Audit Progress Report	RSM	
	<u>Scrutiny</u> Review of Expansion of Crews of Three Appliance Mobilisations to all Incident Types	Assistant Director Operational Response and Fire Protection	Last presented (as a single item) in January 2023
	Work Programme 2024/25	Chair	
Wednesday 9 October			
Time	Agenda Item	Member/Officer	
	Minutes of Overview and Scrutiny Committee Meeting 3 July 2024		
	Action Log		
	<u>Overview</u> IRMP Performance Measures	ACFO/Assistant Director Service Transformation	
	Cyber Security Update Report	Assistant Director ICT and OHU	Annual; last presented in October 2023
	Fire Authority Programme Management – Monitoring Report	Deputy Chief Executive Officer/Assistant Director Service Transformation	
	Annual Review - CPFA Compliance with Local Government Transparency Code 2015	Assistant Director Communication and Engagement	
	<u>Audit</u> Internal Audit Progress Report	RSM	
	<u>Scrutiny</u> Draft Annual Governance Statement 2022/23	Deputy Chief Executive Officer	Annual before presentation to Fire Authority
	Workplace Culture Update	Assistant Director People	Added as per Action Log and deferred from April

			2024 meeting; last presented in April 2023
	Work Programme 2024/25	Chair	
2025			
Wednesday 15 January			
Time	Agenda Item	Member/Officer	
	Minutes of Overview and Scrutiny Committee Meeting 9 October 2024		
	Action Log		
	<u>Overview</u> IRMP Performance Measures	ACFO/Assistant Director Service Transformation	
	<u>Audit</u> Internal Audit Progress Report	RSM	
	<u>Scrutiny</u> Draft Budget 2024/25	Deputy Chief Executive Officer	
	Work Programme 2024/25	Chair	
Wednesday 26 March			
Time	Agenda Item	Member/Officer	
	Minutes of Overview and Scrutiny Committee Meeting 15 January 2025		
	Action Log		
	<u>Overview</u> IRMP Performance Measures	ACFO/Assistant Director Service Transformation	
	<u>Audit</u> Annual Internal Audit Report 2024/25	RSM	
	Internal Audit Plan 2025/26	RSM	
	Internal Audit Progress Report	RSM	
	<u>Scrutiny</u> TBC		
	Work Programme 2024/25	Chair	