

## POLICY & RESOURCES COMMITTEE WORK PROGRAMME

### MEETINGS 2016/17

Date	Pre-Brief	Meeting	Venue
<b>2016</b>			
Thursday 21 April	1000 hours	1030 hours	Service HQ
Thursday 30 June	1000 hours	1030 hours	Service HQ
Thursday 8 September	1000 hours	1030 hours	Service HQ
Thursday 8 December	1000 hours	1030 hours	Service HQ
<b>2017</b>			
Thursday 26 January	1000 hours	1030 hours	Service HQ
Thursday 6 April	1000 hours	1030 hours	Service HQ
Thursday 22 June	1000 hours	1030 hours	Service HQ

### WORK PROGRAMME 2016/17

Thursday 21 April 2016			
Time	Agenda Item	Member/Officer	Comments
1000 - 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
1030	Minutes of Policy & Resources Committee Meeting 28 January 2016	Rob Sanderson	
	Minutes of Overview & Scrutiny Committee Meeting 24 March 2016	Rob Sanderson	
	<b><u>Decision</u></b> Service Priorities 2016/17	Chief Fire Officer Strickland	Then to Fire Authority 19 May 2016
	Revised Integrated Risk	Chief Fire Officer Strickland	Then to Fire Authority 19

	Management Planning Framework		May 2016
	<b><u>Information and Monitoring</u></b> Fire Authority Programme Management - Monitoring Report	Director of Resources	Bi-annual
	Relocation of Huntingdon Fire Station, Training Centre and Fire Service Headquarters (Huntingdon Hub)	Director of Resources	
	Guidance on Four Year Settlements	Director of Resources	
	Work Programme 2015/17	Chairman Deb Thompson	

**Thursday 30 June 2016**

<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	<b>Comments</b>
1000 - 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
1030	Election of Chairman		Annual
	Appointment of Vice Chairman		Annual
	Minutes of Policy & Resources Committee Meeting 21 April 2016	Rob Sanderson	
	<b><u>Decision</u></b> Review of Member Allowances	Director of Resources	Annual
	<b><u>Information and Monitoring</u></b> Primary Authority Scheme (PAS) Business Hub update	T/Assistant Chief Fire Officer Hylton	
	PPE Contract	Director of Resources	
	Revenue and Capital Budget Monitoring Report 2016/17	Director of Resources	
	Pension Administration Arrangements	Director of Resources	
	Joint Highways Depot Report	Director of Resources	
	Transfer Policy and Implementation Plan	Chief Fire Officer Strickland	
	Work Programme 2015/17	Chairman Deb Thompson	

<b>Thursday 8 September 2016</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	<b>Comments</b>
1000 - 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
1030	Minutes of Policy & Resources Committee Meeting 30 June 2016	Rob Sanderson	
	Minutes of Overview & Scrutiny Committee Meeting 21 July 2016	Rob Sanderson	
	<b><u>Decision</u></b> ISA 260 Report – Communication of Audit Matters with those charged with Governance	Director of Resources	
	<b><u>Information and Monitoring</u></b> Revenue and Capital Budget 2016/17 Monitoring Report	Director of Resources	
	Strategic Risk and Opportunity Management Register	Director of Resources	Quarterly Refreshed, condensed and strategically focussed
	Work Programme 2015/17	Chairman Deb Thompson	
<b>Thursday 8 December 2016</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	<b>Comments</b>
1000 – 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
1030	Minutes of Policy & Resources Committee Meeting 8 September 2016	Rob Sanderson	
	Minutes of Overview & Scrutiny Committee Meeting 29 September 2016	Rob Sanderson	
	<b><u>Decision</u></b> Medium Term Financial Strategy 2015 to 2019, Draft Revenue Budget 2017/18 and Draft Capital Programme 2017/18 to 2019/20 (to include Council Tax Proposals)	Director of Resources	Annual

	<b><u>Information and Monitoring</u></b> Revenue and Capital Budget Monitoring 2016/17	Director of Resources	
	Fire Authority Programme Management Monitoring Report	Director of Resources	Bi-annual
	Work Programme 2015/17	Chairman Deb Thompson	
<b>Thursday 26 January 2017</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	<b>Comments</b>
1000 - 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
1030	Minutes of Policy & Resources Committee Meeting 8 December 2016	Rob Sanderson	
	<b><u>Decision</u></b> Medium Term Financial Strategy 2015 to 2019, Draft Revenue Budget 2017/18 and Draft Capital Programme 2017/18 to 2019/20 (to include Council Tax Proposals)	Director of Resources	Annual
	Strategic Risk and Opportunity Management Register	Director of Resources	Quarterly
	<b><u>Information and Monitoring</u></b> Work Programme 2015/17	Chairman Deb Thompson	
<b>Thursday 6 April 2017</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	<b>Comments</b>
1000 - 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
1030	Minutes of Policy & Resources Committee Meeting 26 January 2017	Rob Sanderson	
	Minutes of Overview & Scrutiny Committee Meeting 23 March 2017	Rob Sanderson	
	<b><u>Decision</u></b>		

	<b><u>Information and Monitoring</u></b> Fire Authority Programme Management Monitoring Report	Director of Resources	Bi-annual
	Work Programme 2015/17	Chairman Deb Thompson	
<b>Thursday 22 June 2017</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	<b>Comments</b>
1000 - 1030	Pre Briefing session	Cllr Nethsingha Director of Resources	
	Election of Chairman		Annual
	Appointment of Vice Chairman		Annual
1030	Minutes of Policy & Resources Committee Meeting 6 April 2017	Rob Sanderson	
	<b><u>Decision</u></b> Review of Member Allowances		Annual
	<b><u>Information and Monitoring</u></b> Strategic Risk and Opportunity Management Register	Director of Resources	Quarterly
	Work Programme 2015/17	Chairman Deb Thompson	

## SEMINAR PROGRAMME 2016/17

<b>Thursday 19 May 2016</b>	
Update on Collaboration	Chief Fire Officer Strickland
<i>Treasury Management Training for Members</i>	Director of Resources
<b>Thursday 20 October 2016</b>	
<i>Corporate Manslaughter Training for Members</i>	Director of Resources
<b>Thursday 9 February 2017</b>	
<i>Equality and Inclusion Training for Members (Annual refresh)</i>	Equality and Inclusion Advisor
<b>Thursday 15 June 2017</b>	
<b>Topics under consideration</b>	
OpA Action Plan	Community Safety Review Report 9a refers
STEP demonstration and storyboard	Minutes of Policy & Resources Committee Meeting 28 January 2016, Item 41 refer.