

## OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME

### MEETINGS 2023/24

Date	Meeting Time	Venue
<b>2023</b>		
Wednesday 4 October	1400 hours	New Shire Hall
<b>2024</b>		
Monday 15 January	1400 hours	SHQ
Monday 22 April	1400 hours	SHQ

### WORK PROGRAMME 2023/24

<b>Wednesday 4 October 2023</b>			
Time	Agenda Item	Member/Officer	
	Minutes of Overview and Scrutiny Committee Meeting 20 April 2023		19 July 2023 meeting cancelled
	Action Log		
	<b><u>Overview</u></b> IRMP Performance Measures	ACFO/Head of Service Transformation	
	Cyber Security Update Report	Head of ICT and OHU	Annual. Deferred from April and July meetings
	Fire Authority Programme Management – Monitoring Report	Deputy Chief Executive Officer	
	Annual Review - CPFA Compliance with Local Government Transparency Code 2015	Head of Media, Communication and Transparency	
	<b><u>Audit</u></b> Annual Internal Audit Report 2022/23	RSM	
	Internal Audit Progress Report	RSM	
	CPFA Emergency Services - Benchmarking of Internal Audit Findings 2022/23	RSM	

	<b><u>Scrutiny</u></b> Draft Annual Governance Statement 2022/23	Deputy Chief Executive Officer	Annual before presentation to Fire Authority
	Report on use of Lithium-ion Batteries and Response by CFRS	Area Commander Swales	
	Work Programme 2023/24	Chair	
<b>Monday 15 January 2024</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	
	Minutes of Overview and Scrutiny Committee Meeting 4 October 2023		
	Action Log		
	<b><u>Overview</u></b> IRMP Performance Measures	ACFO/Head of Service Transformation	
	<b><u>Audit</u></b> Internal Audit Progress Report	RSM	
	<b><u>Scrutiny</u></b> Staffing Task and Finish Group	TBC	Added as per Action Log to include employee retention
	Work Programme 2023/24	Chair	
<b>Monday 22 April 2024</b>			
<b>Time</b>	<b>Agenda Item</b>	<b>Member/Officer</b>	
	Minutes of Overview and Scrutiny Committee Meeting 15 January 2024		
	Action Log		
	<b><u>Overview</u></b> IRMP Performance Measures	ACFO/Head of Service Transformation	
	Fire Authority Programme Management – Monitoring Report	Deputy Chief Executive Officer	
	<b><u>Audit</u></b> Annual Internal Audit Report 2023/24	RSM	
	Internal Audit Plan 2024/25	RSM	
	Internal Audit Progress Report	RSM	
	<b><u>Scrutiny</u></b> Workplace Culture Update	TBC	Added as per Action Log
	Work Programme 2024/25	Chair	