

Policy and Resources Committee Work Programme

Meetings 2023-24

Date	Time	Venue
2023		
Tuesday 31 October	1400 hours	SHQ
Wednesday 20 December	1400 hours	SHQ
2024		
Monday 22 January	1400 hours	SHQ
Monday 29 April	1400 hours	SHQ
Wednesday 12 June	1400 hours	SHQ

Work Programme 2023/24

2023			
Tuesday 31 October			
Time	Agenda Item	Member/Officer	
1400	Minutes of Policy and Resources Committee Meeting 26 April 2023 (Meetings on 22 June and 12 July 2023 were cancelled)	Dawn Cave	
	Minutes of Overview and Scrutiny Committee Meeting 20 April and 4 October 2023 (Meeting on 19 July 2023 was cancelled)	Dawn Cave	
	Action Log	Dawn Cave	
	Decision Digital Strategy 2022/25	Head of ICT and OHU	
	Audit Reports None		
	Information and Monitoring Revenue and Capital Budget Monitoring Report 2023/24	Deputy Chief Executive Officer	
	Annual Review of the Operation of the ICT Shared Service Agreement	Head of ICT and OHU	Annual after end of previous financial year
	Strategic Risk and Opportunity Management Register - Monitoring Report	Head of Service Transformation	

	Property Portfolio Update Report	Deputy Chief Executive Officer	
	Work Programme 2023/24		
Wednesday 20 December			
Time	Agenda Item	Member/Officer	
1400	Minutes of Policy and Resources Committee Meeting 31 October 2023	Dawn Cave	
	Action Log	Dawn Cave	
	Decision Draft Budget 2024/25		
	Audit Reports TBC		
	Information and Monitoring Revenue and Capital Budget Monitoring Report 2023/24	Deputy Chief Executive Officer	
	Fire Authority Programme Management - Monitoring Report	Head of Service Transformation	
	Work Programme 2023/24		
2024			
Monday 22 January			
Time	Agenda Item	Member/Officer	
1400	Minutes of Policy and Resources Committee Meeting 20 December 2023	Dawn Cave	
	Action Log	Dawn Cave	
	Decision Draft Budget 2024/25	Deputy Chief Executive Officer	
	Audit Reports Annual External Audit Report	BDO	
	Information and Monitoring Revenue and Capital Budget Monitoring Report 2023/24 (including a mid-year Treasury Management Update)	Deputy Chief Executive Officer	
	Strategic Risk and Opportunity Management Register – Monitoring Report	Head of Service Transformation	
	Estates Projects Update	Deputy Chief Executive Officer	
	FRIC Update	Deputy Chief Executive Officer	
	Work Programme 2024/25		
Monday 29 April			
Time	Agenda Item	Member/Officer	
1400	Minutes of Policy and Resources Committee Meeting 22 January 2024	Dawn Cave	
	Minutes of Overview and Scrutiny Committee Meeting 15 January 2023	Dawn Cave	
	Action Log	Dawn Cave	
	Decision TBC		

	<u>Audit Reports</u> TBC		
	<u>Information and Monitoring</u> Revenue and Capital Budget Monitoring Report 2024/25	Deputy Chief Executive Officer	
	Annual Review of the Operation of the ICT Shared Service Agreement	Head of ICT and OHU	Annual after end of previous financial year
	Commercial and Procurement Activity – Annual Update	Deputy Chief Executive Officer/Head of Commercial and Business Support	
	Fire Authority Programme Management - Monitoring Report	Head of Service Transformation	
	Work Programme 2024/25		
Wednesday 12 June			
Time	Agenda Item	Member/Officer	
1400	Minutes of Policy and Resources Committee Meeting 29 April 2024	Dawn Cave	
	Minutes of Overview and Scrutiny Committee Meeting 22 April 2024	Dawn Cave	
	Action Log	Dawn Cave	
	<u>Decision</u> Annual Treasury Management Review	Deputy Chief Executive Officer	
	<u>Audit Reports</u> TBC		
	<u>Information and Monitoring</u> Revenue and Capital Budget Monitoring Report 2024/25	Deputy Chief Executive Officer	
	Annual Review of the Operation of the ICT Shared Service Agreement	Head of ICT and OHU	If not available at 29 April 2024 meeting
	Strategic Risk and Opportunity Management Register – Monitoring Report	Head of Service Transformation	
	Work Programme 2024/25		