

## COMMITTEE ANNUAL WORK PROGRAMME 2021/22

### DERBYSHIRE FIRE & RESCUE AUTHORITY

Terms of Reference Area	23 Sep 2021	2 Dec 2021	10 Feb 2022	24 Mar 2022	30 Jun 2022 AGM	Supporting Information
<b>Reviews / Approvals</b>						
Review Work Programme					X	
Verbal Update of the CFO/CE	X	X	X	X	X	
Monitoring Officer's annual report					X	<b>Report will include:</b> <ul style="list-style-type: none"> <li>• Review of statutory duties and how they are being met.</li> <li>• Review/approval of changes to constitution</li> </ul>
Approve draft IRMP 'Our Plan' for consultation if appropriate		X				
Approve IRMP 'Our Plan' and Action Plan				X		
Review Effectiveness of Internal Audit					X	
Approve the Annual Internal Audit Plan (Derby City)					X	
Approve the Annual Statement of Accounts					X	
Approve the Annual Report for publication					X	

<b>Terms of Reference Area</b>	<b>23 Sep 2021</b>	<b>2 Dec 2021</b>	<b>10 Feb 2022</b>	<b>24 Mar 2022</b>	<b>16 Jun 2022 AGM</b>	<b>Supporting Information</b>
Revenue Budget and Capital Programme Monitoring		X	X		X	
Approval of Prudential Code and Treasury Management Strategy			X			
Approve the Annual Governance Statement for publication					X	
Review Member Allowances	X					
Report of Member Allowance Expenditure	X				X	
Review performance information via the Performance Dashboard		X			X	Supported by the Performance Management Dashboard – a web based application that reports on real time performance
<b>Financial</b>						
Review budget consultation outcomes		X	X			Interim report December 2019 Full report February 2020
Set the annual Service, Revenue Budget and Capital Programme			X			
Local review of Brigade Managers pay and publication of Pay Policy Statement				X		
Approve Medium Term Financial Strategy		X				

### **Areas to be reported as appropriate**

- Review / approve changes to schemes of delegation
- Receive and consider reports from the Authority's Standards Committee and working groups.
- Receive, review and respond to external reports and consultation documents.
- Review significant development strategies, plans, major acquisitions, contracts etc.
- HR related matters requiring FRA decision where they are not covered by the CE delegated powers.
- Review / approve changes to financial regulations including any changes to contract procedure rules.
- Approve tenders and raising of orders where they are not covered by the CE delegated powers.
- Liaison with external auditors on Audit reports.
- Review / approve changes to Members' Code of Conduct
- Agree Member development needs