

## Committee Work Plan 2024/25

### Report of the Chief Fire Officer

For further information about this report please contact Simon Hardiman, Chief Fire Officer, on 01743 260201 or Germaine Worker, Head of Human Resources and Administration, on 01743 260210.

### 1 Purpose of Report

This report reviews progress against the Strategy and Resources Committee 2023/24 Work Plan and puts forward a 2024/25 Work Plan for consideration and approval by Members.

### 2 Recommendations

Members are asked to:

- a) note progress made against the Strategy and Resources Committee 2023/24 Work Plan; and
- b) approve the Work Plan for 2024/25, attached as an appendix, subject to any amendments / comments they may wish to make.

### 3 Background

Since March 2009, the business of the Strategy and Resources Committee has been conducted in accordance with an annual Work Plan. The Plan sets out in a structured manner what the Committee's activities will be throughout the year, thus ensuring that the responsibilities imposed by its terms of reference will be carried out in a timely manner and that no deadlines will be missed.

The draft 2024/25 Work Plan is attached as an appendix to this report for consideration by the Committee.

### 4 Review of 2023/24 Work Plan

Having carried out a review of the 2023/24 Work Plan, officers can confirm that all the activities, listed in the Plan, have been carried out or are on the agenda for this meeting.

## **5 Proposed 2024/25 Work Plan**

During the review Officers also considered what activities should be included in the next Work Plan, taking into account any recent developments.

Attached as an appendix to this report is a draft 2024/25 Work Plan, outlining all the actions which, it is expected, the Committee will need to carry out during the coming year.

The Committee is asked to provide any comments or suggestions about the attached draft Work Plan and approve the contents.

## **6 Financial Implications**

There are no direct financial implications attached to the approval of the Work Plan itself. There may, however, be financial implications associated with a number of the actions listed, for which individual reports will be brought to the Committee as necessary, detailing those specific implications.

## **7 Legal Comment**

The Strategy and Resources Committee is not legally required to have in place a Work Plan. This does, however, represent good practice. The decision to approve the Work Plan will not affect the discretion of the Committee during the forthcoming year, as it can, at subsequent meetings, decide to amend the Work Plan, if it is necessary to do so.

## **8 Initial Impact Assessment**

This report provides only historical information and sets out a series of actions to be completed over the coming year. An Initial Impact Assessment has not, therefore, been completed. It is possible, however, that such assessments may be required in respect of individual actions contained within the Work Plan, in which case they will be completed at the appropriate time.

## **9 Equality Impact Assessment**

Officers have considered the Service's Brigade Order on Equality Impact Assessments (Human Resources 5 Part 2) and have decided that there are no discriminatory practices or differential impacts upon specific groups arising from this report. An Initial Equality Impact Assessment is not, therefore, required.

## **10 Appendix**

Strategy and Resources Committee Proposed Work Plan 2024/25

## **11 Background Papers**

There are no background papers associated with this report.