

For Publication

Bedfordshire Fire and Rescue Authority
31 October 2022

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: WORK PROGRAMME 2022-23

For further information on this report contact: Nicky Upton
Democratic and Regulatory Services Supervisor

Background Papers: None

PURPOSE:

To review and report on the work programme for 2022-23 and to provide Members with an opportunity to request additional reports for the Fire Authority meetings.

RECOMMENDATION:

That Members consider the work programme for 2022-23 and note the 'cyclical' Agenda Items for each meeting in 2022-23.

ANDREW HOPKINSON
CHIEF FIRE OFFICER

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
EXECUTIVE	Item	Notes	Item	Notes
15 November 2022	Work Programme		CRMP update	
			Immediate Detriment update	
			New Member Development Programme	HSSA (Governance Review outcome)

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
COMBINED MEMBER DEVELOPMENT (3) / BUDGET WORKSHOP (1)	Item	Notes	Item	Notes
22 November 2022	Linking the budget and Medium Financial Strategy with the Community Risk Management Plan 2023-24 to 2027-28			
	Results of Horizon Scanning and implications for CRMP			
	LGA Independent Review of Governance (TBC)			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
14 December 2022	Communications		CRMP update	
	Portfolio Leads Updates: Assets and Collaboration (DCFO & ACO)		2022/23 Budget Monitoring	Deferred from October meeting
	2022/23 Revenue Budget and Capital Programme Monitoring		Agree New Member Development Programme	HSSA (Governance Review outcome)
	Q2 2022/23 Performance Report (July to September)		Update Members' Handbook	MO and BSM (Governance Review outcome)
	Public Sector Equality Duty Report			
	CRMP Update			
	2023/24 Budget Update and Consultation			
	Procurement Policy and Contract Procedures (reviewed every 2 years, due 2023)			
	Members' Allowances Scheme			
	Calendar of Meetings for 2023/24	Deferred to February to tie in with constituent authorities		
Work Programme				

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
EXECUTIVE	Item	Notes	Item	Notes
10 January 2023	Work Programme		CRMP update	
			Test FRA Elements of website	HSSA
			Approval of Members' Handbook	CFO

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
BUDGET WORKSHOP (2)	Item	Notes	Item	Notes
25 January 2023	Council Tax Consultation – Summary of Responses		CRMP update	
	Revenue Budget			
	Capital Programme 2023/24-2026/27			
	Summary and Next Steps			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
2 February 2023	Communications		Finalise FRA Elements of Website (Modern.gov)	HSSA
	Executive Committee Minutes from 10.01.23		Final approval of new Governance Framework	CFO
	ASC Minutes from 12.01.23			
	The 2023/24 Revenue Budget, Capital Programme and Council Tax setting			
	CRMP draft			
	Treasury Management Strategy and Practices			
	Localism Act 2011 – Pay Policy Statement 2023			
	Portfolio Leads Updates: Prevention & Protection and Operational Response and Resilience (DCFO, HPP, HoR)			
	Business Continuity Annual Review	Restricted Report		
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
MEMBER DEVELOPMENT (4)	Item	Notes	Item	Notes
23 February 2023	CRMP Performance Reporting and development of a public facing Balanced Scorecard of Key Performance Indicators			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
EXECUTIVE	Item	Notes	Item	Notes
14 March 2023	Work Programme		CRMP update	

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
30 March 2023	Communications			
	ASC Minutes from 2 nd March 2023			
	Executive Committee Minutes from 14 th March 2023			
	Proposed Indicators and Targets for 2023/24			
	Collaboration Update			
	Q3 2022/23 Performance Report Update (Sept – Dec)			
	Portfolio Leads Updates			
	CRMP pre-publication report			
	Asset Management Strategy (reviewed every 3 years, next review 2022/23)			
	Disposal of Assets under the Scheme of Delegated Authority			
	Work Programme			