

For Publication

Bedfordshire Fire and Rescue Authority
4 September 2019
Item No. 12

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: WORK PROGRAMME 2019/20

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Background Papers: None

Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New			

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To review and report on the work programme for 2019/20 and to provide Members with an opportunity to request additional reports for the Fire Authority meetings for 2019/20.

RECOMMENDATION:

That Members consider the work programme for 2019/20 and note the 'cyclical' Agenda Items for each meeting in 2019/20.

**PAUL FULLER CBE QFSM MStJ DL
CHIEF FIRE OFFICER**

FIRE AND RESCUE AUTHORITY - PROGRAMME OF WORK 2019/20

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
4 Sept 2019	Communications			
	ASC Minutes from 10.07.19			
	Q1 Performance Report (covering Service Delivery, Human Resources and Corporate Services)			
	Q1 Projects and Programmes Update			
	2020/21 Revenue Budget, Capital Programme and Council Tax Setting	(transferred from CSPCG)		
	Health and Safety Annual Report to include ROSPA Audit Outcome	(transferred from HRPCG)		
	Outcome of HMP Inspection	(transferred from SDPCG)		
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
7 October 2019	Communications		Business Continuity (followed by annual reviews)	Requested by HHR
	Collaboration Working Group			
	Q2 Performance Report (covering Service Delivery, Human Resources and Corporate Services)	Q2 July-Sept, deferred to November Meeting due to timescales for stats		
	Q2 Projects and Programmes Update			
	2020/21 Budget Monitoring	Added by ACO		
	Procurement Strategy	Added by ACO		
	Mid-Year Treasury Update	Added by ACO		
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
6 Nov 2019	Communications			
	Collaboration Working Group			
	ASC Minutes from 15.10.19			
	Q2 Performance Report (covering Service Delivery, Human Resources and Corporate Services)			
	Q2 Projects and Programmes Update			
	HMICFRS Update Report	Added by ACO/DCFO		
	National Benchmarking Report	Added by ACO/DCFO		
	Information Bulletin (Q2 July – Sept)			
	Public Sector Equality Duty Report	(transferred from HRPCG)		
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
12 Dec 2019	Communications			
	Collaboration Working Group			
	2019/20 Revenue Budget and Capital Programme Monitoring	Added by ACO		
	Draft 2020/2021 Revenue Budget, Capital Programme and Council Tax			
	2020/21 Community Risk Management Plan	Added by ACO/DCFO		
	Members' Allowances Scheme			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
6 February 2020	Communications			
	Collaboration Working Group			
	ASC Minutes from 06.12.19			
	Q3 Performance Report			
	Q3 Projects and Programmes Update			
	Revenue Budget and Capital Programme Monitoring	(transferred from CSPCG)		
	The 2020/21 Revenue Budget, Capital Programme and Council Tax setting			
	2020/21 Community Risk Management Plan	Added by ACO/DCFO		
	Treasury Management Strategy and Practices	(transferred from CSPCG)		
	Localism Act 2011 – Pay Policy Statement 2020			
	Information Bulletin (Q3 Oct – Dec)			
	Work Programme			
	Proposed Indicators and Targets for 2020/21	(transferred from SD, CS and HR PCGs)		
	2019/20 Corporate Health and Safety Objectives to date and Proposed 2020/21 Corporate Health and Safety Objectives	(transferred from HRPCG)		

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
30 April 2020	Communications			
	Collaboration Working Group			
	ASC Minutes from 26.03.20			
	Q4 Performance Report	ACO/DCFO move to May as data will not be available		
	Q4 Projects and Programmes Update			
	Asset Management Strategy (reviewed every 3 years, next review 2021/22)	(transferred from CSPCG)		
	Disposal of Assets under the Scheme of Delegated Authority			
	Information Bulletin (Q4 Jan – March)			
	Work Programme			