

For Publication

Bedfordshire Fire and Rescue Authority
16 July 2020

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: WORK PROGRAMME 2020/21

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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 2020/21 and to provide Members with an opportunity to request additional reports for the Fire Authority meetings for 2020/21.

RECOMMENDATION:

That Members consider the work programme for 2020/21 and note the 'cyclical' Agenda Items for each meeting in 2020/21.

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

FIRE AND RESCUE AUTHORITY - PROGRAMME OF WORK 2020/21

Meeting Date	‘Cyclical’ Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
16 July 2020	Communications		Exec Com Minutes from 24.04.20 and 08.07.20	
	2019/20 Year End Performance Report		ASC Minutes from 02.07.20	
	Q1 Project and Programmes Update	Deferred to September		
	Blue Light Collaboration Strategic Board			
	Revenue Budget and Capital Programme Monitoring Report			
	Treasury Management Annual Report			
	Annual Review of Partnerships	Deferred to October		
	Proposed Indicators and Targets 2020/21	Deferred from April		
	Disposal of Assets under the Scheme of Delegated Authority	Deferred from April		
	Work Programme			
	Information Bulletin (Q4 Jan – Mar)	Deferred from April		

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
3 Sept 2020 AGM (postponed from 2 June)	Membership	Deferred from June		
	Election of Chair 2020/21	Deferred from June		
	Election of Vice Chair 2020/21	Deferred from June		
	Communications			
	Authorisation of Members to Report to the Constituent Councils on Meetings of the FRA	Deferred from June		
	Representation on the Executive and Audit and Standard Committee	Deferred from June		
	Decision Making between meetings, briefings etc	Deferred from June		
	Representation on Local Government Associations (LGA) Matters	Deferred from June		
	Member Development	Deferred from June		
	Q1 Performance Report			
	Q1 Project and Programmes Update	Deferred from July		
	2020/21 Revenue Budget, Capital Programme and Council Tax Setting			

3 Sept 2020 AGM (postponed from 2 June)	Health and Safety Annual Report to include ROSPA Audit Recommendations Update			
	Blue Light Collaboration Strategic Board			
	Work Programme			
	Information Bulletin (Q1 Apr – June)			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
21 October 2020	Communications			
	Blue Light Collaboration Strategic Board			
	2020/21 Budget Monitoring			
	Mid-Year Treasury Update			
	Q2 Projects and Programmes Update			
	Work Programme			
	Business Continuity Annual Review			
	Annual Review of Partnerships	Deferred from July		
	2019/20 Corporate Health and Safety Objectives to date and Proposed 2020/21 Corporate Health and Safety Objectives	Deferred from April		

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
10 December 2020	Communications		ASC Minutes from 22.09.20	
	Blue Light Collaboration Strategic Board			
	Q2 Performance Report			
	HMICFRS Update Report			
	National Benchmarking Overview			
	Public Sector Equality Duty Report			
	2020/21 Revenue Budget and Capital Programme Monitoring			
	Draft 2021/22 Revenue Budget, Capital Programme and Council Tax			
	Draft 2021/22 Community Risk Management Plan			
	Members' Allowances Scheme			
	Calendar of Meetings for 2021/22			
	Information Bulletin (Q2 July – Sept)			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
11 February 2021	Communications			
	Blue Light Collaboration Strategic Board			
	ASC Minutes from 01.12.20 (including Statement of Assurance)			
	Q3 Projects and Programmes Update			
	Revenue Budget and Capital Programme Monitoring			
	The 2020/21 Revenue Budget, Capital Programme and Council Tax setting			
	2020/21 Community Risk Management Plan			
	Treasury Management Strategy and Practices			
	Localism Act 2011 – Pay Policy Statement 2021			
	Proposed Indicators and Targets for 2021/22			
	2020/21 Corporate Health and Safety Objectives to date and Proposed 2021/22 Corporate Health and Safety Objectives			
	Information Bulletin (Q3 Oct – Dec)			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
23 March 2021	Communications			
	Blue Light Collaboration Strategic Board			
	Q3 Performance			
	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
29 April 2021	Communications			
	Blue Light Collaboration Strategic Board			
	ASC Minutes from 04.03.21			
	Q4 Projects and Programmes Update			
	Asset Management Strategy (reviewed every 3 years, next review 2021/22)			
	Disposal of Assets under the Scheme of Delegated Authority			
	Information Bulletin (Q4 Jan – March)			
	Work Programme			