

ITEM	DECISION BODY	NEXT REPORTING DATE	REPORTING FREQUENCY	RECOMMENDED ACTION	LEAD OFFICER	LEAD MEMBER	PART I / II
Agreed Additional Activities – tripartite agreement	Management Committee	21.07.20	Ad-hoc	Note	DCFO	N/A	Part I
National Fire Chief's Council Community Risk Programme presentation	Management Committee	21.07.20	Ad-hoc	Note	DSS	N/A	Part I
Annual Outturn	Management Committee	21.07.20	Annual	Note	HF&P	N/A	Part I
Q4 Appliance Availability	Management Committee	21.07.20	quarterly	Note	DCFO	N/A	Part I
Capital Project Update	Management Committee	21.07.20	Ad-hoc	Note	HCP&E	N/A	Part II
Internal Audit Report and Plan	A&GC	30.07.20	Annual	Agree	HF&P	N/A	Part I
External Audit Report	A&GC	30.07.20	quarterly	Note	HF&P	N/A	Part I
Q 3 and 4 Performance Report	A&GC	30.07.20	quarterly	Note	HCS	N/A	Part I
RBFRS Annual Report	A&GC	30.07.20	Annual	Note	HCS	N/A	Part I
Annual Report on Member Development and Action Plan	A&GC	30.07.20	Annual	Note	HCS	OD Champion	Part I
Complaints Policy	A&GC	30.07.20	Ad-hoc	Agree	HCS	N/A	Part I
Annual Report on Governance / Members attendance and allowances	A&GC	30.07.20	Annual	Note and Recommend	HCS	A&GC Chairman 19/20	Part I
Constitution / Handbook Update	A&GC	30.09.20	Ad-hoc	Agree	HCS	N/A	Part I
Contract and Financial Regulations Update	A&GC	30.09.20	Ad-hoc	Agree	HF&P	N/A	Part I
Annual Governance Statement	A&GC	30.09.20	Annual	Agree	HCS	A&GC Chairman	Part I
Pension Board Annual update	A&GC	30.09.20	bi annual	Note	Pension Board Chair	N/A	Part I
Internal Audit report	A&GC	30.09.20	Quarterly	Note	HF&P	N/A	Part I
External Audit Report	A&GC	30.09.20	Annual	Note	HF&P	N/A	Part I
Emergency Services Mobile Communications Programme	A&GC	30.09.20	Quarterly	Note	HBIS	N/A	Part I
Budget Monitoring Q1	Management Committee	21.10.20	Annual	Note	HF&P	Budget and Income Generation Lead Member	Part I
Appliance Availability Q1	Management Committee	21.10.20	quarterly	Note	DCFO	N/A	Part I
Internal Audit Report	A&GC	3.11.20	Quarterly	Note	HF&P	N/A	Part I
External Audit report	A&GC	3.11.20	Quarterly	Note	HF&P	N/A	Part I
Emergency Services Mobile Communications Programme	A&GC	3.11.20	Quarterly	Note	DCFO	N/A	Part I
Q1 Performance Report	A&GC	3.11.20	Quarterly	Note	HCS	N/A	Part I

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Budget and Medium Term Financial Plan Assumptions	A&GC	3.11.20	Annual	Note and Recommend	HF&P	Budget and Income Generation Lead Member	Part I
Gender Pay Gap	A&GC	3.11.20	Annual	Note	HHR&L&D	N/A	Part I
Lead Member Reports Six Month Update	Fire Authority	16.11.20	Bi-annual	Note	Lead Officers	Lead Members	Part I
Annual Treasury Report	Fire Authority	16.11.20	Annual	Note	HF&P	Budget and Income Generation Lead Member	Part I
FRIC Presentation	Fire Authority	16.11.20	Ad-hoc	Note	HF&P	N/A	Part I
LGA Guide - Leading the Fire Sector: Oversight of Performance - Presentation	Fire Authority	16.11.20	Ad-Hoc	Note	HCS	N/A	Part I
Lead Members Annual Reports	Fire Authority	16.11.20	Annual	Note	Lead Officers	Lead Members	Part I
TVFCS Joint Committee Annual Report 2019/20	Fire Authority	16.11.20	Annual	Note	ACFO	TVFCS Joint Cttee Members	Part I
Constitution / Handbook Update	Fire Authority	16.11.20	Ad-hoc	Agree	HCS	N/A	Part I
Contract and Financial Regulations Update	Fire Authority	16.11.20	Ad-hoc	Agree	HF&P	N/A	Part I
Member Champions Annual Reports	Fire Authority	16.11.20	Annual	Note	Lead Officers	Member Champions	Part I
Capital Projects Update	Fire Authority	16.11.20	Ad-hoc	Agree	HCP&E	Strategic Assets Lead	Part II
Annual Report on Governance - to include Member attendance, allowances and expenses	Fire Authority	16.11.20	Annual	Note	HCS	A&GC Chairman	Part I
Budget Monitoring Q2	Management Committee	7.12.20	Annual	Note	HF&P	Budget and Income Generation Lead Member	Part I
TVFCS Joint Committee six-month update	Management Committee	7.12.20	Bi-annual	Note	AM C&P	TVFCS Joint Cttee Members	Part I
Appliance Availability Q2	Management Committee	7.12.20	quarterly	Note	DCFO	N/A	Part I
Capital Project Update	Management Committee	7.12.20	Ad-hoc	Note	HCP&E	Strategic Assets Lead	Part II