



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	DSFRA/13/10
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (Annual Meeting)
DATE OF MEETING	30 May 2013
SUBJECT OF REPORT	DRAFT CALENDAR OF MEETINGS 2013-14
LEAD OFFICER	Clerk to the Authority
RECOMMENDATIONS	<i>That, subject to any amendments as may be indicated at the meeting, the draft Authority Calendar of Meetings for the 2013-14 municipal year as appended to this report be approved.</i>
EXECUTIVE SUMMARY	Attached for consideration is a draft Authority Calendar of Meetings for the forthcoming (2013-14) municipal year.
RESOURCE IMPLICATIONS	N/A
EQUALITY RISKS AND BENEFITS ASSESSMENT (ERBA)	N/A
APPENDICES	A. Draft Authority Calendar of Meetings 2012/13 Municipal Year
LIST OF BACKGROUND PAPERS	Constituent authority calendars of meetings (as available).

1. INTRODUCTION

1.1 Attached at Appendix A to this report is a proposed Authority Calendar of Meetings for the forthcoming (2013-14) municipal year. As in previous years, in compiling this Calendar consideration has been given both to the business requirements of this Authority and to the calendars of constituent authorities (in so far as these were available) to seek to avoid any clashes in meeting dates.

1.2 The draft Calendar is attached for consideration and – subject to any amendments that may be indicated at the meeting – approval by the Authority.

MIKE PEARSON
Clerk to the Authority

APPENDIX A TO REPORT DSFRA/13/10

DEVON & SOMERSET FIRE & RESCUE AUTHORITY DRAFT CALENDAR OF MEETINGS 2013-14 MUNICIPAL YEAR

NOTES

1. All meetings will be held at Devon & Somerset Fire & Rescue Service Headquarters unless otherwise indicated.
2. Known dates of outside body meetings have been included (shown in italics) in the Calendar. These will only affect those Members appointed to those outside bodies.
3. LGA Meetings are usually held at Local Government House, Smith Square, London unless otherwise indicated.
4. Actual attendance at the LGA Annual Conference is dependent on subject matter to be discussed at the Conference

DEVON & SOMERSET FIRE & RESCUE AUTHORITY Calendar of Meetings 2013-14	
Date/Time of Meeting	Name of Meeting
CYCLE 1	
June 2013	
Tuesday 4 June 2013 10.00 to 16.00	New Member Induction sessions
Thursday 6 June 2013 10.00 to 16.00	New Member Induction sessions
Friday 14 June 2013 10.00 to 16.00	New Member Induction sessions
<i>Friday 14 June 2013 11.00</i>	<i>LGA Fire Commission</i>
Tuesday 18 June 2013 14.00	Commercial Services Committee (CSC)
Wednesday 19 June 2013 09.30	Community Safety & Corporate Planning Committee (CSCPC)
Wednesday 19 June 2013 10.00 or on conclusion of the preceding CSCPC, whichever is later	Members Forum
July 2013	
<i>Tuesday 2 to Thursday 4 July 2013</i>	<i>Local Government Association (LGA) Annual Conference</i>
Wednesday 10 July 2013 10.00	DEVON & SOMERSET FIRE & RESCUE AUTHORITY
CYCLE 2	
Friday 19 July 2013 10:00	Commercial Services Workshop
<i>Friday 19 July 2013 11.00</i>	<i>LGA Fire Services Management Committee</i>

DEVON & SOMERSET FIRE & RESCUE AUTHORITY	
Calendar of Meetings 2013-14	
Date/Time of Meeting	Name of Meeting
Friday 26 July 2013 10.00	Human Resources Management and Development Committee (HRMDC)
Monday 29 July 2013 10.00	Audit and Performance Review Committee (APRC)
Monday 29 July 2013 11.00 or on conclusion of preceding APRC, whichever is later	Members Forum
AUGUST 2012 – RECESS MONTH	
Monday 26 August 2013 – Public Holiday	
September 2013	
CYCLE 2	
Wednesday 4 September 2013 10.00	Community Safety and Corporate Planning Committee
Tuesday 3 and Wednesday 4 September 2013	LGA Rural Commission (also Annual Conference) Stratford-Upon-Avon
Monday 9 September 2013 10.00	Resources Committee (RC)
Monday 9 September 2013 11.00hours or on conclusion of RC, whichever is later	Members Forum
Thursday 19 September 2013 11.00	LGA Fire Services Management Committee
Monday 23 September 2013 10.00	Commercial Services Committee
Wednesday 25 September 2013 14.00	Audit and Performance Review Committee
Monday 30 September 2013 10.00	DEVON & SOMERSET FIRE & RESCUE AUTHORITY
October 2013	
CYCLE 3	
Monday 7 October 2013 10.00	Human Resources Management and Development Committee
Friday 11 October 2013 11.00	LGA Fire Commission
Wednesday 16 October 2013 10.00	Commercial Services Workshop

DEVON & SOMERSET FIRE & RESCUE AUTHORITY	
Calendar of Meetings 2013-14	
Date/Time of Meeting	Name of Meeting
Wednesday 16 October 2013 11.00 or on conclusion of preceding Commercial Services Workshop, whichever is later	Members Forum
November 2012	
Wednesday 13 November 2013 10.00	Resources Committee
Wednesday 13 November 2013 11.00 or on conclusion of preceding RC, whichever is later	Members Forum
Friday 15 November 2013 11.00	LGA Fire Services Management Committee
Thursday 21 November 2013 10.00	Commercial Services Committee
Thursday 28 November 2013 14.00	Audit and Performance Review Committee
December 2013	
Friday 6 December 2013 10.00	Community Safety and Corporate Planning Committee
Friday 6 December 2013 11.00	LGA Fire Commission
Monday 16 December 2013 14.00	Commercial Services Workshop
Thursday 19 December 2013 10.00	DEVON & SOMERSET FIRE & RESCUE AUTHORITY
Thursday 19 December 2013 (to follow DSFRA)	Members' Forum
Wednesday 25 December 2013 – Public Holiday	
Thursday 26 December 2013 – Public Holiday	
Office closed Friday 27 to Wednesday 1 January 2014	
January 2014	
Wednesday 1 January 2014 – Public Holiday	
CYCLE 4	
Monday 20 January 2014 10.00	Commercial Services Committee
Wednesday 22 January 2014 10.00	Human Resources Management and Development Committee

DEVON & SOMERSET FIRE & RESCUE AUTHORITY
Calendar of Meetings 2013-14

Date/Time of Meeting	Name of Meeting
Wednesday 22 January 2014 11.00hours or on conclusion of HRMD, whichever is later	Members' Forum
Friday 24 January 2014 11.00	LGA Fire Services Management Committee
February 2014	
Monday 3 February 2014 10.00	Resources Committee (Budget)
Friday 7 February 2014 10.00	Community Safety and Corporate Planning Committee
Friday 7 February 2014 11.00hours or on conclusion of CSCPC, whichever is later	Members Forum
Friday 14 February 2014	Commercial Services Workshop
Friday 14 February 2014 11.00	LGA Fire Commission
Monday 17 February 2014 10.00	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (Budget)
March 2014	
CYCLE 5	
Date in March TBC	LGA Fire Services Management Committee
Tuesday 11 March 2014	LGA Rural Commission
Wednesday 26 March 2014 10.00	Commercial Services Committee
Wednesday 26 March 2014 11.00hours or on conclusion of CSC, whichever is later	Members Forum
April 2014	
Friday 18 April 2014 and Monday 21 April 2014 – Public Holiday (Easter)	
Wednesday 16 April 2014 10.00	Commercial Services Workshop
May 2014	
Monday 5 May 2014 – Public Holiday	
Wednesday 7 May 2014 10.00	Audit and Performance Review Committee
Wednesday 7 May 2014 11.00 or on conclusion of APRC, whichever is later	Members Forum

DEVON & SOMERSET FIRE & RESCUE AUTHORITY
Calendar of Meetings 2013-14

Date/Time of Meeting	Name of Meeting
Wednesday 14 May 2014 14.00	Resources Committee
<i>Friday 16 May 2014 11.00</i>	<i>LGA Fire Services Management Committee</i>
Monday 19 May 2014 10.00	Commercial Services Committee
Monday 26 May 2014 – Public Holiday	
Thursday 29 May 2014 10.00	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (Annual Meeting)
Thursday 29 May 2014 (on rising of Annual Meeting)	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (Ordinary Meeting)
<i>Friday 13 June 2014 11.00</i>	<i>LGA Fire Commission</i>
<i>Friday 18 July 2014 11.00</i>	<i>LGA Fire Services Management Committee</i>