

<b>REPORT REFERENCE NO.</b>	<b>DSFRA/17/12</b>
<b>MEETING</b>	<b>DEVON &amp; SOMERSET FIRE &amp; RESCUE AUTHORITY (ANNUAL MEETING)</b>
<b>DATE OF MEETING</b>	<b>12 JUNE 2017</b>
<b>SUBJECT OF REPORT</b>	<b>DRAFT CALENDAR OF MEETINGS 2017-18</b>
<b>LEAD OFFICER</b>	<b>Director of Corporate Services (Clerk to the Authority)</b>
<b>RECOMMENDATIONS</b>	<i>that, subject to any amendments as may be indicated at the meeting, the draft Calendar of Authority Meetings for the 2017-18 Municipal Year be approved.</i>
<b>EXECUTIVE SUMMARY</b>	Attached for consideration is a draft Authority Calendar of Meetings for the forthcoming (2017-18) municipal year.
<b>RESOURCE IMPLICATIONS</b>	N/A
<b>EQUALITY RISKS AND BENEFITS ANALYSIS (ERBA)</b>	N/A
<b>APPENDICES</b>	A. Draft Authority Calendar of Meetings 2017-18 Municipal Year.
<b>LIST OF BACKGROUND PAPERS</b>	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 (2017-18) 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 (as available) to avoid wherever possible any clashes in meeting dates.

## 2. **MEMBERS' FORUM SESSIONS**

- 2.1 The Forum is intended to provide the opportunity for more informal engagement with all Authority Members on a wide range of issues, both national and local, to impart information and to help steer policy formation at a very early stage and prior to any decisions being required through the formal meeting structure. In this way, it offers a useful mechanism to assist Members in remaining current with and contributing actively towards existing and emerging issues.
- 2.2 Proposed dates for Forum meetings during the 2017-18 municipal year, based on a total of nine meetings, are included in the draft Calendar now appended.

## 3. **OTHER CONSIDERATIONS**

- 3.1. The Authority is also asked to note the following two issues which were raised at the Members' Forum meeting held on 31 May 2017:

### ***Capital Programme Working Party***

- 3.2. As raised at the Members' Forum meeting, the intensive work previously undertaken by the Capital Programme Working Party is now largely concluded.
- 3.3. With this in mind, and bearing in mind other commitments on Member time, scheduled dates for the Capital Programme Working Party have not been included in the draft Calendar of Meetings. Instead, it is proposed that, for the 2017-18, this Working Party should meet on an ad-hoc basis i.e. as and when the need arises.

### ***Resources Committee***

- 3.4. Also following discussion at the Members Forum meeting, the draft Calendar does not include a scheduled meeting of the Resources Committee in May 2018. This meeting has, historically, considered the draft budget outturn report with a view to then making a recommendation to the next full Authority meeting.
- 3.5. Owing to issues raised this year, however, in relation to elections and their potential impact on Authority (and thereby Committee) membership, no formal meetings have been scheduled for the month of May.
- 3.6. Instead, the intention is that, with effect from May 2018, the outturn report will be submitted to the next appropriate ordinary full Authority meeting (usually held in early June).

**3. CONCLUSION**

- 3.1 The Authority is asked to consider the above issues with a view to then approving (subject to any amendments as may be indicated at the meeting) the draft Calendar of Authority meetings for the forthcoming (2017-18) municipal year.

**MIKE PEARSON**  
**Director of Corporate Services**  
**(Clerk to the Authority)**