

REPORT REFERENCE NO.	DSFRA/16/12
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (ANNUAL MEETING)
DATE OF MEETING	26 MAY 2016
SUBJECT OF REPORT	DRAFT CALENDAR OF MEETINGS 2016-17
LEAD OFFICER	Clerk to the Authority
RECOMMENDATIONS	<i>that, subject to any amendments as may be indicated at the meeting, the draft Calendar of Authority Meetings for the 2016-17 Municipal Year be approved.</i>
EXECUTIVE SUMMARY	Attached for consideration is a draft Authority Calendar of Meetings for the forthcoming (2016-17) municipal year.
RESOURCE IMPLICATIONS	N/A
EQUALITY RISKS AND BENEFITS ANALYSIS (ERBA)	N/A
APPENDICES	A. Draft Authority Calendar of Meetings 2016-17 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 (2016-17) 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 provides a useful opportunity to engage with Members on a number of issues ranging from national and local considerations that may have an impact on the Authority and discussion 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 existing and emerging issues.

- 2.2 In previous years, a Forum meeting has been held every month (with the exception of the August recess month) on the same day as either a full Authority or Committee meeting. Given feedback from Members over the last municipal year and following consultation with the Authority Chair and Vice-Chair, it is proposed that – for the forthcoming (2016-17 municipal) year, a total of nine Forum meetings should be held. These are scheduled on bespoke dates linked to business need (i.e. to inform the budget setting process or the proposed next iteration of “Our Plan” – the Service Strategic Plan) or, where there is no direct link to business need, spread as far as is practicable equidistantly apart. The suggested dates for Forum meetings during the 2016-17 municipal year, based on a total of nine meetings, are included in the draft Calendar now appended.

3. CONCLUSION

- 3.1 The Authority is invited to consider with a view to approving, subject to any amendments as may be indicated at the meeting, the draft Calendar of Authority meetings for the forthcoming (2016-17) municipal year.

MIKE PEARSON
Clerk to the Authority