

REPORT REFERENCE NO.	DSFRA/16/16
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY
DATE OF MEETING	27 JULY 2016
SUBJECT OF REPORT	PROPOSED CHANGES IN AUTHORITY DATES
LEAD OFFICER	Clerk to the Authority
RECOMMENDATIONS	<p><i>(a). that the Authority approves the transposition of dates for the Members' Forum and Authority meetings scheduled for September and October 2016 (as indicated in paragraph 2.2 of this report) i.e.</i></p> <ul style="list-style-type: none"> <i>i. full Authority meeting to be held on Friday 30 September 2016, commencing at 14.00hours;</i> <i>ii. Members' Forum to be held on Wednesday 19 October 2016, commencing at 10.00hours;</i> <p><i>(b). that the Authority considers with a view to approving changing the date for its Annual and Ordinary Meetings in 2017 to Friday 9 June 2017, commencing at 10.00hours, but retains the date initially approved for these (Wednesday 31 May 2017) for new Member induction and a Members' Forum to give preliminary consideration to Committee and outside body etc. appointments for the forthcoming (2017-18) municipal year.</i></p>
EXECUTIVE SUMMARY	This report sets out proposed changes to dates for full Authority meetings in September 2016 and the Annual and Ordinary Meetings 2017 in light of issues raised at the Annual Meeting.
RESOURCE IMPLICATIONS	N/A
EQUALITY RISKS AND BENEFITS ANALYSIS (ERBA)	The contents of this report are compatible with existing Human Rights and Equality and Diversity legislation.
APPENDICES	Nil.
LIST OF BACKGROUND PAPERS	Draft Calendar of Meetings as submitted to the Authority Annual Meeting on 26 May 2016.

1. **BACKGROUND**

- 1.1. At its Annual Meeting on 26 May 2016 the Authority considered and approved a draft Calendar of Meetings for the 2016-17 municipal year.
- 1.2. In debating this item, the Authority commented on:
- the offer by the government for the Authority to receive a four-year grant settlement, subject to the Authority submitting to government an acceptable and sufficiently robust efficiency plan demonstrating savings to be secured over the four-year period. The deadline for submission of the efficiency plan is 14 October 2016; and
 - the desirability, in terms of facilitating an appropriate process to give preliminary consideration to appointments to committees etc., of holding the Authority Annual Meeting in early June 2017; and
- 1.3. This paper now proposes revised dates to the Calendar of Meetings intended to address the above issues.

2. **PROPOSED REVISED DATES**

(a) Four Year Grant Settlement – Consideration by Authority of Efficiency Plan

- 2.1 As previously indicated, the deadline for submission of the Efficiency Plan which, if approved, would secure a four-year grant settlement for the Authority is 14 October 2016.
- 2.2 To afford the Authority the opportunity to consider the Efficiency Plan prior to its submission, it is proposed that the dates agreed for the Members Forum (30 September 2016) and the full Authority (19 October 2016) be transposed i.e.

Full Authority meeting – Friday 30 September 2016, 14.00hours

Members Forum meeting – Wednesday 19 October 2016, 10.00hours

- 2.3 The Authority is recommended to approve this change.
- ### ***(b) Authority Annual Meeting 2017***
- 2.4 Principal local authorities (i.e. County and District Councils) are required, by virtue of Part 1 of Schedule 12 to the Local Government Act 1972, to hold their Annual Meetings prior to the end of May in each year where there are no elections.
- 2.5 Historically, this Authority has also sought to hold its Annual Meeting prior to the end of May. When considering the Calendar of Meetings at its Annual Meeting this year, however, the Authority expressed the view that – if permissible – there would be merit in holding the Annual Meeting early in June. This would afford more time to receive confirmation of any changes in membership (particularly in the event of an election year, as is the case for Devon and Somerset County Councils next year) and to put in place arrangements for new Member induction and preliminary consideration of appointments to Committee, outside body etc. appointments prior to the Annual Meeting at which such appointments are determined.
- 2.6 The Combination Scheme Order, the legal basis on which the Authority is established, only applies specifically Part 6 of Schedule 12 to the Local Government Act 1972 (applying general provisions relating to voting, signing of minutes, ability to have Standing Orders), rather than the entire Schedule, to the Authority.

- 2.7 Consequently, there would seem no legal reason for the Authority not to hold its Annual Meeting in early June of each year. On this basis, it is proposed that, for 2017, the Authority Annual and Ordinary Meetings be held on **Friday 9 June 2017, commencing at 10.00hours**
- 2.8 This date has been checked against constituent authority calendars (in so far as these are available) and there would appear to be no obvious clashes. It is also proposed that the date of **Wednesday 31 May 2017, 10.00hours** (the date originally agreed for the Authority's Annual and Ordinary meetings in 2017) be retained and used for an initial induction for any new Members appointed to the Authority and also to hold a Members' Forum to give initial consideration to appointments to Committees, outside bodies etc. for the forthcoming municipal year.

MIKE PEARSON
Clerk to the Authority