

## CALENDAR OF MEETINGS 2013/14

### SUMMARY

1. The Annual General Meeting of the Authority sets the calendar of its meetings, and those of its committees, for the forthcoming year.
2. Attached at Appendix 1 is a proposed calendar of meetings. It is proposed to hold at least 6 Member Days during 2013/14, in addition to the Induction following the AGM for new Members.
3. In terms of meetings of the Fire Authority, the proposed calendar of meetings largely reflects last year's arrangements but with the addition of an additional meeting in September 2013 as agreed by the Authority on 23 April 2013. Members will appreciate it is impossible to avoid clashes in the proposed diary of meetings with all four Unitary Authorities. Equally, it is impossible to accommodate the varying commitments of Members with different roles at their home authorities which can change during a year.
4. With regard to the Governance, Audit and Scrutiny Committee, the schedule will be finalised following the Authority deciding on its calendar.
5. In previous years Member Days have tended to take place in each of the CPUs and Headquarters, while Authority meetings have remained at Headquarters. There tends to be some debate around the venue for meetings and Members are asked to again consider this question. In respect to Headquarters, then it is proposed that meetings continue to take place in the 'Dining Room' which not only is more accessible, but also gives direct access to the meeting rooms for presentations/Member sessions.

### RECOMMENDATIONS

6. Members are asked to approve the calendar of meetings for 2013/14 set out in Appendix 1 and consider the location and timing of meetings.

### STRATEGIC PLAN COMPATIBILITY

7. The schedule of meetings shall indirectly set a framework which will ensure that the strategic outcomes are monitored and reviewed.

### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

8. None arising directly.

### LEGAL IMPLICATIONS

9. None arising directly.

### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

10. No direct actions required.

CORPORATE RISK MANAGEMENT IMPLICATIONS

11. No direct actions required.

HEALTH AND SAFETY IMPLICATIONS

12. None arising directly.

COMMUNICATION ACTIONS ARISING

13. The calendar of meetings will be published.

DETAILS OF CONSULTATION

14. Corporate Management Team.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

15. None.

RECOMMENDATIONS RESTATED

16. Members are asked to approve the calendar of meetings for 2013/14 set out in Appendix 1 and consider the location and timing of meetings.

**R GRAHAM**

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15 May 2013

**HUMBERSIDE FIRE AUTHORITY  
FIRST DRAFT SCHEDULE OF MEETINGS 2013/14**

**(all Authority meetings commence formally at 10.30am)**

2012/13	2013/14	Meeting
Fri 25 May 2012	Fri 24 May 2013	HUMBERSIDE FIRE AUTHORITY AGM
Fri 1 June 2012	Fri 7 June 2013	<i>Member Day 1</i>
-	Tue 11 June 2013	Governance, Audit and Scrutiny Committee
Fri 22 June 2012	Mon 24 June 2013	HUMBERSIDE FIRE AUTHORITY
Thu 5 July 2012	Fri 5 July 2013	<i>Member Day 2</i>
-	Mon 15 July 2013	Governance, Audit and Scrutiny Committee
Tue 24 July 2012	Fri 26 July 2013	HUMBERSIDE FIRE AUTHORITY
<b>AUGUST</b>	<b>AUGUST</b>	<b>RECESS</b>
Mon 10 September 2012	Mon 9 September 2013	SPECIAL FIRE AUTHORITY Followed by <i>Member Day 3</i>
-	Mon 16 September 2013	Governance, Audit and Scrutiny Committee
Tue 25 September 2012	Fri 27 September 2013	HUMBERSIDE FIRE AUTHORITY
Fri 5 October 2012	Fri 4 October 2013	<i>Member Day 4</i>
Fri 12 October 2012	Mon 14 October 2013	Governance, Audit and Scrutiny Committee
Fri 26 October 2012	Tue 29 October 2013	HUMBERSIDE FIRE AUTHORITY
Fri 30 November 2012	Fri 29 November 2013	<i>Member Day 5</i>
Wed 28 November, 2012	Tue 3 December 2013	Governance, Audit and Scrutiny Committee

2012/13	2013/14	Meeting
Fri 14 December 2012	Mon 16 December 2013	HUMBERSIDE FIRE AUTHORITY
Tue 29 January 2013	Tue 4 February 2014	Governance, Audit and Scrutiny Committee
Tue 12 February 2013	Mon 17 February 2014	HUMBERSIDE FIRE AUTHORITY
Fri 1 March 2013	Fri 28 February 2014	<i>Member Day 6</i>
Tue 5 March 2013	Mon 3 March 2014	Governance, Audit and Scrutiny Committee
Fri 15 March 2013	Fri 14 March 2014	HUMBERSIDE FIRE AUTHORITY
Tue 9 April 2013	Mon 14 April 2014	Governance, Audit and Scrutiny Committee
Tue 23 April 2013	Fri 25 April 2014	HUMBERSIDE FIRE AUTHORITY
Fri 24 May 2013	Fri 23 May 2014	HUMBERSIDE FIRE AUTHORITY AGM