

TO: Cambridgeshire and Peterborough Fire Authority

FROM: Deputy Chief Executive Officer - Matthew Warren

PRESENTING OFFICER: Democratic Services Officer – Dawn Cave

Telephone 01223 699178

dawn.cave@cambridgeshire.gov.uk

DATE: 7 November 2019

DATES OF FIRE AUTHORITY MEETINGS 2020-21

1. PURPOSE

- 1.1 To consider the scheduling and co-ordination of dates of meetings of the Authority and its Committees.

2. RECOMMENDATIONS

- 2.1 The Authority is asked to agree the schedule of meetings for 2020/21.

3. RISK ASSESSMENT

- 3.1 **Political** – It is important to agree the schedule of meetings for 2020/21 in advance to ensure the effective operation of the Fire Authority's democratic process.

4. SCHEDULE OF MEETINGS

- 4.1 A schedule of meetings for 2020/21 is attached at **Appendix A**. The schedule has been prepared taking into account future key meetings proposed for Cambridgeshire County Council and, where available, Peterborough City Council. School holidays, including half term dates, have also been avoided where possible.
- 4.2 The schedule includes the 2019/20 dates, including additional and date changes made during the year.

CALENDAR OF MEETINGS 2019/20

MEETING	Time	July	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Overview & Scrutiny	2.00pm	25/07/19		03/10/19			09/01/20			02/04/20		
Policy & Resources	10.30am	18/07/19		17/10/19		19/12/19	30/01/20			23/04/20		18/06/20
FIRE AUTHORITY Seminar	2.00pm (10:00am)	30/07/19			07/11/19			05/02/20				25/06/20
Performance Review	10.30am	05/07/19		01/10/19		05/12/19			03/03/20			23/06/20
Appeals			05/09/19		19/11/19		17/01/20		12/03/20			25/06/20
Joint Consultative Committee	10.00am	09/07/19	05/09/19		28/11/19		07/01/20		26/03/20			02/06/20

CALENDAR OR MEETINGS 2020/21

MEETING	Time	July	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Overview & Scrutiny	2.00pm	16/07/20		01/10/20			07/01/21			15/04/21		
Policy & Resources	2.00pm	23/07/20		22/10/20		17/12/20	28/01/21			08/04/21		24/06/21
FIRE AUTHORITY Seminar	2.00pm (10:00am)			29/10/20				11/02/21				17/06/21
Performance Review	Various			16/10/20			07/01/21		25/03/21			10/06/21
Appeals			10/09/20		10/11/20		21/01/21		25/03/21			03/06/21
Joint Consultative Committee	10.00am		20/09/20		26/11/20		07/01/21			01/04/21		29/06/21