

# Dorset Fire Authority

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*Your ref:*

*My ref:* HMW/4187

*Ask for:* Helen Whitby

*Date:* 26 November 2015

To: Members of the Dorset Fire Authority

## Membership

Mrs Rebecca Knox (Chairman)

Mrs Ann Stribley (Vice-Chairman)

Mr Mark Anderson

Mr Les Burden

Mr Mike Byatt

Mr Ronald Coatsworth

Mr Malcolm Davies

Mrs Beverley Dunlop

Mr Phil Eades

Mr Spencer Flower

Mr Colin Jamieson

Mrs Susan Jefferies

Mr Trevor Jones

Mr Christopher Rochester

Mr John Wilson

## **Notes:**

- The reports with this agenda may be viewed at [www.dorsetfire.co.uk/topic.asp?TopicID=12](http://www.dorsetfire.co.uk/topic.asp?TopicID=12) then click on the link "Dorset Fire Authority Meetings". Reports are normally available on this website within two working days of agenda despatch.
- This agenda and the reports can be made available in audio tape, large print and Braille, or alternative languages on request.

Dear Member

## **DORSET FIRE AUTHORITY**

You are asked to attend a meeting of the DORSET FIRE AUTHORITY to be held in the CONFERENCE ROOM AT FIRE AND RESCUE SERVICE HEADQUARTERS, POUNDBURY, DORCHESTER DT1 3SU on FRIDAY, 4 DECEMBER 2015 at 10.00am to consider the business on the Agenda below.

Yours sincerely

Jonathan Mair

Clerk to the Authority

**Please note that smoking is not permitted within the Headquarters campus**

The following meeting rooms have been booked at Fire Headquarters prior to the meeting for member group meetings:-

Conservative Group – Committee Room 3 at 9.00am

Liberal Democrat Group – Committee Room 4 at 9.15am

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

### 2. CODE OF CONDUCT

Members are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests. This means that you must:

- Check if there is an item of business on this agenda in which you or another relevant person have a disclosable pecuniary interest.
- Check that the interest has been notified to the Monitoring Officer (in writing) and entered in the register (if not then this must be done on the form available from the clerk within 28 days).
- Disclose the interest at the meeting (in accordance with the Fire Authority's code of conduct) and in the absence of a dispensation to speak and/or vote, withdraw from any consideration of the item.

The register of interests is available on [www.dorsetfire.co.uk](http://www.dorsetfire.co.uk).

### 3. MINUTES

- (a) To confirm the minutes of the meeting held on 23 September 2015 (attached).
- (b) Matters Arising.

### 4. AUDIT AND SCRUTINY COMMITTEE

To receive the minutes of the meeting of the Audit and Scrutiny Committee held on 18 September 2015 (attached).

### 5. ANNUAL AUDIT LETTER 2014/15

To consider a report by KPMG (attached).

### 6. INTERNAL AUDIT

To consider the following reports by the Treasurer (attached).

- (a) Internal Audit Annual Report and Opinion 2011/15
- (b) Progress Report of the South West Audit Partnership Internal Audit Plan 2015/16

### 7. COMBINATION UPDATE

To consider a report by the Chief Fire Officer (attached).

### 8. QUARTERLY PERFORMANCE REPORTS

To consider reports by the Chief Fire Officer (attached).

- (a) Second Quarter Financial Performance Report
- (b) Quarterly Performance Monitoring Report

### 9. TREASURY MANAGEMENT MID-YEAR UPDATE

To consider a report by the Treasurer (attached).

### 10. QUESTIONS

To answer questions received in writing by the Clerk by not later than 10.00 am on Tuesday, 1 December 2015.