

AGENDA ITEM:

REPORT TO:	MERSEYSIDE FIRE & RESCUE AUTHORITY ANNUAL MEETING
DATE:	9TH JUNE 2010
REPORT NO.	CFO/042/10
REPORTING OFFICER:	CLERK TO THE AUTHORITY
CONTACT OFFICER:	HELEN PEEK, MEMBER LIAISON & SUPPORT MANAGER, EXTN 4112
OFFICERS CONSULTED:	
SUBJECT:	PROCEDURAL STANDING ORDERS

**APPENDIX A TITLE DRAFT PROCEDURAL STANDING
ORDERS 2010/11**

ATTACHED – HARD COPY

Purpose of Report

1. To consider the adoption of Procedural Standing Orders for the Authority and its Committees etc for 2010/11.

Recommendation

2. (1) That the Authority adopts the draft Procedural Standing Orders attached as Appendix A to this report for the municipal year 2010/11.

(2) Approves the inclusion of these Procedural Standing Orders within one overall Constitution for the Authority (which will be supplied to all Members and made available on the internet).

Introduction & Background

Information

3. It is appropriate for the Authority to adopt Procedural Standing Orders to govern the procedure of the Authority and its Committees, and to make provisions as to miscellaneous matters.
4. A draft set of Procedural Standing Orders is accordingly attached as Appendix A to this report and which is recommended for adoption by the Authority.

5. The Procedural Standing Orders reflect those adopted by the Authority in its previous municipal year 2009/10, as amended to reflect the additional need for 3 Independent Members of the Standards Committee in order to comply with regulatory requirements for the Sub-Committees of the Standards Committee.
6. The Local Government Act 2000 and Associated Guidance recommends that, rather than having a series of separate documents, all information relating to how the Authority operates and makes its decision should be contained within its Constitution.
7. This should be a single document, prefaced by a summary and explanation which should be easily accessible by citizens.
8. It is proposed that these Procedural Standing Orders will be incorporated into a single Constitution for the Authority, which will include other documents before the Authority on this Agenda, for example, Financial Regulations, Contract Standing Orders, Scheme of Members Allowances and Delegation to Officers.
9. This will then be made available to Members and put onto the Authority's website.

Equality & Diversity Implications

10. None arising directly from this report.

Financial Implications & Value for Money

11. Effective management arrangements safeguard public money.

Health & Safety and Environmental Implications

12. None arising directly from this report.

Contribution to Achieving the Vision:

"To Make Merseyside a Safer, Stronger, Healthier Community"

13. Merseyside Fire & Rescue Authority adopt Procedural Standing Orders to govern the procedure of the Authority and its Committees to ensure the correct decision is reached in achieving what is thought most appropriate for the community.

BACKGROUND PAPERS

None.