

# **MERSEYSIDE FIRE & RESCUE AUTHORITY**

## **Minutes of**

### **Annual General Meeting**

**9<sup>th</sup> June 2010**

**PRESENT:** Councillors: Tony Newman (Chair), Dave Hanratty, Jimmy Mahon, Ted Grannell, Colin Strickland, Barbara Murray, Sharon Sullivan, Robbie Ayres, Denise Roberts, Les Byrom CBE, Linda Maloney, Lesley Rennie, Gerry Ellis, Martyn Barber, Steve Niblock, Eddie Clein, Jimmy Kendrick, and Andrew Blackburn.

**ALSO PRESENT:** Independent Members: Carole Roberts and Keith Pickup.

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Apologies for absence were received from  
Independent Member Linda Phillips

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### **Welcome**

Councillor Newman welcomed new Members Councillors Robbie Ayres, Barbara Murray, Colin Strickland, Les Byrom CBE and Linda Maloney onto the Authority.

### **Presentation**

Councillor Newman welcomed and thanked Ex Members Jack Colbert and Ken Roughley and Councillors Betty Lowe MBE, Karen Afford and Vera Best (who could not attend the meeting). Each were presented with an award on behalf of the Fire Authority as a token of appreciation in recognition of their dedication and service.

### **Introductions**

At the request of Councillor Clein, all present around the table, formally introduced themselves, for the benefit of newly appointed Members and existing Members and Officers.

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**1. Election of a Chairman**

Councillor Newman presided in respect of this item (as he was Chairman for the previous Municipal Year) pursuant to Procedural Standing Order 5.1.1.

Councillor Tony Newman (proposed by Jimmy Mahon and seconded by Dave Hanratty) was nominated for the position of Chair of the Authority.

Members agreed and Councillor Tony Newman was elected as Chair of the Authority for the Municipal Year 2010/11 and presided over the remainder of the meeting.

**2. Appointment of a Vice-Chair**

Councillor Dave Hanratty (proposed by Jimmy Mahon and seconded by Ted Grannell) was nominated for the position of Vice-Chair of the Authority.

Members agreed and Dave Hanratty was elected as Vice Chairman of the Authority for the Municipal Year 2010/11.

**3. Minutes of the Previous Meeting**

The proceedings of the last meeting of the Authority held on 27<sup>th</sup> May 2010 were approved as a true record and were signed accordingly by the Chair.

**4. Minutes of the Standards Committee held on 25<sup>th</sup> May 2010**

The proceedings of the Standards Committee meeting held on 25<sup>th</sup> May 2010 were approved as a true record and signed accordingly by the Chair.

**5. To Consider Declarations of Interest by Members**

There were no declarations of interest made by any Member in relation to any items of business on the Agenda.

**6. Membership of the Authority 2010/11  
(CFO/104/10)**

Members considered Report CFO/104/10 of the Clerk to the Authority, concerning changes to the Membership of the Authority for 2010/11.

Resolved that:

- (a) Members noted the content of the report.
- (b) Members noted that the appointments of Ken Roughley (Conservative) and Jack Colbert (Liberal Democrat) ended in May as a result of the local elections.
- (c) Members noted that the appointment of Councillor Betty Lowe MBE (Conservative) ended following the St. Helens District Council AGM.
- (d) Members noted that the appointments of Councillors Karen Afford (Liberal Democrats) and Vera Best (Liberal Democrats) ended following the Liverpool City Council AGM.
- (e) Members noted the appointments of Councillor Les Byrom CBE (Labour) to the Authority by Sefton District Council.
- (f) Members noted the appointments of Councillors Linda Maloney (Labour) and Robbie Ayres (Labour) to the Authority by St. Helens District Council.
- (g) Members noted the appointments of Councillors Barbara Murray (Labour) and Colin Strickland (Labour) to the Authority by Liverpool City Council.

**7. Procedural Standing Orders**  
(CFO/042/10)

Members considered Report CFO/042/10 of the Clerk to the Authority concerning the adoption of Procedural Standing Orders for the Authority and its Committees for 2010/11.

Resolved that:

- (a) Members approved the adoption of the draft Procedural Standing Orders for the Municipal Year 2010/11.
- (b) Members approved 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).

**8. Structure of the Authority 2010/11**  
(CFO/108/10)

Members considered Report CFO/108/10 of the Clerk to the Authority, concerning the Structure of the Authority for 2010/11, and the proposal of a revised structure as determined through consultation with the Chair of the Authority.

Resolved that:

- (a) Members approved the revised Structure proposed in consultation with the Chair of the Authority and agreed to appoint Committees until the time of the Annual Meeting in 2011 with the number of voting Members as follows:
- (i) An Executive Leadership Board of 5 Members.
  - (ii) An Appeals Committee of 5 Members.
  - (iii) An Appointments Committee of 5 Members.
  - (iv) A Community Protection Committee of 9 Members.
  - (v) A Strategic Assets Committee of 9 Members.
  - (vi) A Standards Committee of 3 Independent Members and 6 Members.
  - (vii) An Initial Assessment Sub Committee of the Standards Committee of 1 Independent Member and 3 Members.
  - (viii) A Review of Initial Assessment Sub Committee of the Standards Committee of 1 Independent Member and 3 Members.
  - (ix) An Audit and Value for Money Scrutiny Panel of 5 Members.
  - (x) An Asset Management Scrutiny Panel of 5 Members.
  - (xi) An IRMP Scrutiny Panel of 5 Members
  - (xii) A Community Safety Scrutiny Panel of 5 Members.
  - (xiii) A Consultation and Negotiation Panel of 3 Members.
  - (xiv) A Member Development Group of 3 Members.
- (b) The Terms of Reference for the Asset Management Scrutiny Panel, be amended slightly to include reference to Environmental issues.
- With the inclusion of the above amendment, Members approved the Terms of Reference and Powers of those Committees and Panels as set out in the Report.
- (c) The Authority allocates seats on the above Committees and Panels to Political Groups on the following basis:
- (i) Those Committees with 9 seats, 5 seats to the Labour Group,

2 seats to the Liberal Democrats Group, 2 seats to the Conservative Group.

- (ii) Those Committees with 5 seats, 3 seats to the Labour Group, 1 seat to the Liberal Democrats Group, and 1 seat to the Conservative Group.
- (d) Members determined that alternates were to be appointed for the Committees, who can attend in the absence of the substantive Members.
- (e) The Authority confirmed that the Members which are appointed to Committees, Panels and as alternates in accordance with the wishes of the relevant political group in respect of the seats allocated to that group as set out below.
- (f) As part of the new agreed Authority Structure for the Municipal Year 2010/11, the appointment of a second Vice-Chair was agreed. Councillor Jimmy Mahon (proposed by Tony Newman and seconded by Ted Grannell) was nominated for this position.

Resolved that:

Members agreed and Councillor Jimmy Mahon was elected as second Vice-Chair of the Authority for the Municipal Year 2010/11. (With Councillor Dave Hanratty appointed as the other Vice-Chair, item 2 on agenda).

- (g) The Chair of the Authority proposed the appointment of the following Chairs to each Committee/Panel:
  - Strategic Assets Committee                      Councillor Dave Hanratty  
(Vice-Chair)
  - Community Protection Committee              Councillor Jimmy Mahon  
(Vice-Chair)
  - Asset Management Scrutiny Panel              Councillor Sharon Sullivan
  - Audit and Value for Money                      Councillor Denise Roberts  
Scrutiny Panel
  - Community Safety Scrutiny Panel              Councillor Ted Grannell
  - IRMP Scrutiny Panel                              Councillor Les Byrom CBE

Councillor Rennie proposed the following amendment to the proposal: that Members of the 2 Opposition Parties be appointed as Chairs to the Scrutiny Panels.

A vote took place on the amendment to the proposal:  
7 Members voted For the amendment  
11 Members voted Against the amendment

A vote then took place on the original proposal:  
11 Members voted For the proposal

7 Members voted Against the proposal  
Resolved that:

The Authority confirmed the appointment of Chairs and Members to each Committee and Panel, established by the Authority as set out below;

<b>Committee</b>	<b>Members</b>	<b>Alternate Members</b>
<b>Executive Leadership Board</b> (3,1,1)	<b>1(Chair) Tony Newman</b> 2 Dave Hanratty 3 Jimmy Mahon 4 Eddie Clein 5 Lesley Rennie	N/A N/A N/A N/A N/A
<b>Community Protection</b> 9 Members (5,2,2)	<b>1(Chair) Jimmy Mahon</b> 2 Ted Grannell 3 Les Byrom 4 Linda Maloney 5 Barbara Murray 6 Steve Niblock 7 Jimmy Kendrick 8 Martyn Barber 9 Leslie Rennie	<b>1(Chair) Dave Hanratty</b> 2 Sharon Sullivan 3 Denise Roberts 4 Robbie Ayres 5 Colin Strickland 6 Andrew Blackburn 7 Eddie Clein 8 Gerry Ellis 9 Gerry Ellis
<b>IRMP Scrutiny Panel</b> - sub c'ttee to Community Protection 5 Members (3,1,1)	<b>1 (Chair) Les Byrom</b> 2 Dave Hanratty 3 Sharon Sullivan 4 Steve Niblock 5 Gerry Ellis	<b>1 (Chair) Denise Roberts</b> 2 Linda Maloney 3 Colin Strickland 4 Andrew Blackburn 5 Lesley Rennie/Martyn Barber
<b>Community Safety Scrutiny Panel - sub c'ttee to Community Protection</b> 5 Members (3,1,1)	<b>1 (Chair) Ted Grannell</b> 2 Robbie Ayres 3 Linda Maloney 4 Jimmy Kendrick 5 Martyn Barber	<b>1 (Chair) Sharon Sullivan</b> 2 Les Byrom 3 Barbara Murray 4 Eddie Clein 5 Lesley Rennie/Gerry Ellis
<b>Strategic Assets</b> 9 Members (5,2,2)	<b>1 (Chair) Dave Hanratty</b> 2 Sharon Sullivan 3 Denise Roberts 4 Robbie Ayres 5 Colin Strickland 6 Andrew Blackburn 7 Eddie Clein 8 Lesley Rennie 9 Gerry Ellis	<b>1 (Chair) Jimmy Mahon</b> 2 Ted Grannell 3 Les Byrom 4 Linda Maloney 5 Barbara Murray 6 Steve Niblock 7 Jimmy Kendrick 8 Martyn Barber 9 Martyn Barber

<b>Asset Management Scrutiny Panel</b> - sub c'ttee to Strategic Assets 5 Members (3,1,1)	<b>1 (Chair) Sharon Sullivan</b> 2 Les Byrom 3 Barbara Murray 4 Andrew Blackburn 5 Gerry Ellis	<b>1 (Chair) Ted Grannell</b> 2 Robbie Ayres 3 Linda Maloney 4 Steve Niblock 5 Martyn Barber/Lesley Rennie
<b>Audit C'ttee and Value for Money Scrutiny</b> - sub c'ttee to Strategic Assets 5 Members (3,1,1)	<b>1 (Chair) Denise Roberts</b> 2 Linda Maloney 3 Colin Strickland 4 Eddie Clein 5 Lesley Rennie	<b>1 (Chair) Les Byrom</b> 2 Dave Hanratty 3 Sharon Sullivan 4 Jimmy Kendrick 5 Martyn Barber/Gerry Ellis
<b>Standards</b> 9 Members (2,2,2) 3 Independent Members	<b>Independent Member</b> <b>1 Carole Roberts</b> 2 Keith Pickup 3 Linda Phillips 4 Ted Grannell 5 Dave Hanratty 6 Andrew Blackburn 7 Steve Niblock 8 Gerry Ellis 9 Martyn Barber	<b>TBA</b> N/A N/A 4 Sharon Sullivan 5 Jimmy Mahon 6 Eddie Clien 7 Jimmy Kendrick 8 Lesley Rennie 9 Lesley Rennie
<b>Initial Assessment Sub-Committee 1</b> (1,1,1) Membership from Standards	<b>Independent Member</b> <b>1 Keith Pickup</b> 2 TBC 3 TBC 4 TBC	<b>Independent Member</b> <b>1 Keith Pickup</b> 2 TBC 3 TBC 4 TBC
<b>Review of Initial Assessment Sub-Committee 2</b> (1,1,1) Membership from Standards	<b>Independent Member</b> <b>1 Linda Phillips</b> TBC TBC TBC	<b>Independent Member</b> <b>1 Linda Phillips</b> TBC TBC TBC
<b>Member Development Group</b> (1,1,1)	<b>1 Jimmy Mahon</b> 2 Steve Niblock 3 Gerry Ellis	<b>1 Ted Grannell</b> 2 Andrew Blackburn 3 Lesley Rennie
<b>Appointments</b> (3,1,1)	<b>1 (Chair) Tony Newman</b> 2 Jimmy Mahon 3 Dave Hanratty 4 Eddie Clein 5 Leslie Rennie	<b>N/A</b> N/A N/A N/A N/A
<b>Appeals</b> (3,1,1)	<b>1 (Chair) Tony Newman</b> 2 Jimmy Mahon 3 Dave Hanratty 4 Eddie Clein 5. Leslie Rennie	<b>N/A</b> N/A N/A N/A N/A

<b>Consultation &amp; Negotiation Panel</b> (1,1,1)	<b>1 (Chair) Linda Maloney</b> 2 Jimmy Kendrick 3 Martyn Barber	<b>1 (Chair) Ted Grannell</b> 2 Eddie Clein 3 Leslie Rennie
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- (h) Members agreed that they wish to establish 'Mentor' Roles and review the Champion Roles. The appointments to Mentor Roles will be considered and Members appointed at a later date.

**9. Dates of Meetings 2010/11**

(CFO/084/10)

Members considered Report CFO/084/10 of the Clerk to the Authority, concerning proposed meeting dates for 2010/11.

At the request of the Chair of the Authority the meeting of the Executive Leadership Board, scheduled for Thursday 29<sup>th</sup> July 2010, be moved to Tuesday 13<sup>th</sup> July 2010.

Resolved that:

With the inclusion of the above amendment, the proposed list of dates attached as Appendix B to the Report, which reflects events based on the new agreed structure, was agreed as the Authority's timetable for 2010/11.

**10. Questions on the Discharge of Functions**

(CFO/085/10)

Members considered Report CFO/085/10 of the Clerk to the Authority regarding the questions on the discharge of functions.

Resolved that:

The Authority appoints five Members of the Authority (one from each constituent Council), as those responsible for answering questions in their Council on the discharge of the functions of the Authority as follows:

- Liverpool - Councillor Dave Hanratty
- Knowsley - Councillor Tony Newman
- St. Helens - Councillor Linda Maloney
- Sefton - Councillor Jimmy Mahon
- Wirral - Councillor Denise Roberts

**11. Appointments to Outside Organisations**

(CFO/107/10)

Members considered Report CFO/107/10 of the Clerk to the Authority concerning the outside organisations to which the Authority is currently affiliated and whether or not these affiliations are to be renewed for 2010/11.



Resolved that:

- (a) The Authority agreed to continue affiliation with the organisations specified in the Report.
- (b) It was proposed and agreed that Councillors Tony Newman, Jimmy Mahon and Dave Hanratty (Labour) be appointments to the North West Fire & Rescue Management Board:

Councillor Lesley Rennie proposed Councillor Gerry Ellis as the fourth representative to the North West Fire & Rescue Management Board.

A vote took place on this proposal.

14 Members voted For the proposal  
4 Members voted Against the proposal

Resolved that:

The following Members were appointed to the North West Fire & Rescue Management Board, by the Authority.

3 Labour - Councillors Tony Newman (Chair),  
Jimmy Mahon (Vice-Chair), and  
Dave Hanratty (Vice-Chair)  
1 Conservative Councillor Gerry Ellis

- (c) The Authority made appointments for representation on outside organisations as follows:

NW Fire & Rescue Management Board	Cllrs. Newman, Mahon, Hanratty and Ellis
Proposed Regional Fire Control Company	Cllrs. Newman (as Director), Niblock (as Director) and Hanratty
Fire Service Forum	Cllrs. Newman and Mahon <i>NB Cllr Clein represents L'pool City Council on the Forum, and Cllr Byrom is appointed by Sefton Council</i>
Urban Commission	Cllr. Grannell
North Western Employers	Cllr. Grannell
Merseyside Brussels Office	Cllr. Barber
Local Authorities Confronting Disasters & Emergencies	Cllr. Grannell

Fire Support Network	Cllr. Newman (as Trustee and Member)
Association of Metropolitan Fire & Rescue Authorities	Cllr. Newman and Cllr Mahon

**12. Members' Allowances Payments 2009/10**  
(CFO/088/10)

Members considered Report CFO/088/10 of the Clerk to the Authority, concerning payments made to Members in respect of allowances during 2009/10.

Resolved that:

Members noted the information contained in the Report.

**13. Members Allowance Scheme 2010/11**

Members considered Report CFO/105/10 of the Clerk to the Authority concerning the current Members' Allowance Scheme.

Resolved that:

- (a) Members resolved to continue with the current Members Allowance Scheme
- (b) Councillor Rennie confirmed that the Members of the Conservative Group on the Authority will not be taking the 1.2% pay increase in line with Firefighters Pay as per the Scheme.

**14. Meetings With National Politicians At Party Political Conferences**  
(CFO/090/10)

Members considered Report CFO/090/10 of the Clerk to the Authority, concerning the possible attendance of Members at party political conferences in order to make Authority related representations.

Resolved that

- (a) Appropriate representatives of the political groups of the Authority be authorised to attend meetings with Ministers, Opposition Spokespersons and other relevant national politicians to be held at the location of their own party political conferences to discuss issues relating to the business of the Authority.

- (b) Appropriate travel and subsistence expenses for such meetings be met, but no payment of conference fees be made.
- (c) Members are to Report back to the Authority as to issues raised and responses and progress on information received.

**15. Approved Conferences and Outside Meetings**  
(CFO/087/10)

Members considered Report CFO/087/10 of the Clerk to the Authority, concerning the approved list of conferences and outside meetings.

Resolved that:

- (a) Members approved the draft list of conferences attached to the report.
- (b) Members attending any such events on behalf of the Authority are to report back to the Authority or relevant committee/panel regarding the event.

**16. Contract Standing Orders 2010/11**  
(CFO/110/10)

Members considered Report CFO/110/10 of the Clerk to the Authority, concerning the Contract Standing Orders which regulate the way in which contracts are let by the Authority.

Resolved that:

Members approved the Contract Standing Orders as attached to the report and noted that no changes have been made to Contract Standing Orders.

**17. Financial Regulations**  
(CFO/083/10)

Members considered Report CFO/083/10 of the Clerk to the Authority concerning the draft Financial Regulations document for 2010/11

Resolved that

- (a) Members approved the adoption of the Financial Regulations 2010/11 attached to the report.
- (b) Members approved the inclusion of these Financial Regulations within one overall Constitution for the Authority (which will be supplied to all Members and made available on the internet).

**18. Scheme of Delegation to Officers**

(CFO/103/10)

Members considered Report CFO/103/10 of the Clerk to the Authority, concerning the Scheme of Delegation of Powers to Officers.

Resolved that:

- (a) Members approve the scheme of Delegation to Officers as specified in the attached Appendix to the report.
- (b) Members approve the inclusion of the Scheme of Delegation within one overall Constitution for the Authority which will be supplied to all Members and made available on the internet).

**19. Members Policy & Guidance Notes**

(CFO/089/10)

Members considered Report CFO/089/10 of the Clerk to the Authority concerning the Members Policy and Guidance Documents 2010/11.

Resolved that:

- (a) Members approve the Members Policy & Guidance documents 2010/11 attached to the report.
- (b) Members approve the inclusion of these Members' Policy & Guidance Notes within one overall Constitution for the Authority (which will be supplied to all Members and made available on the internet).

At the end of the meeting, the Chair of the Authority reminded Members of the training event being held on 15<sup>th</sup> June regarding Charing Skills for Members and stated that all appointed Chairs and alternate Chairs are required to attend.

Date of Next Meeting: Thursday 24<sup>th</sup> June 2010

Close

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