

AGENDA ITEM:

REPORT TO:	MERSEYSIDE FIRE & RESCUE AUTHORITY ANNUAL MEETING
DATE:	12th JUNE 2012
REPORT NO.	CFO/077/12
REPORTING OFFICER:	JANET HENSHAW – CLERK TO THE AUTHORITY
CONTACT OFFICER:	HELEN PEEK – DEMOCRATIC SERVICES MANAGER, EXT- 4112
OFFICERS CONSULTED:	
SUBJECT:	APPROVED CONFERENCES AND OUTSIDE MEETINGS

**APPENDIX A TITLE DRAFT LIST OF APPROVED CONFERENCES
/ OUTSIDE MEETINGS**

ATTACHED – HARD COPY

*** A Glossary of Terms has been provided at the end of this report for your reference**

Purpose of Report

1. To consider information relating to the approved list of conferences and outside meetings and consider any revisions to the list.
2. Members' presence at conferences and outside meetings is imperative to their role and development as Fire Authority Members. This ensures their inclusion in local and national issues to enable them to make the best decisions for the public of Merseyside.

Recommendation

3. That the draft list of conferences attached to the report, be approved subject to any suggested revision.

Introduction & Background

4. In accordance with the Scheme of Members Allowances, the Authority annually reviews the conferences and outside meetings which are approved as standing events at which the Authority should be represented by appropriate numbers of Members and Officers. The existing list is appended and Members are requested to consider any appropriate revisions.

5. The precise number and names of Member representation will be determined by the Executive Leadership Board, or by the Chair should there be insufficient time to wait for the Board's approval prior to the date by which bookings must be made.
6. Where a conference or meeting is directly linked to a Member Sponsor role, the appropriate Member Sponsor may be requested to attend, to represent the Fire Authority.
7. This list would then represent the full range of conferences and outside meetings. Attendance at any other conferences would be by determination of the Clerk in consultation with the Chair, Vice Chairs and Opposition Spokespersons.

Equality & Diversity Implications

8. None arising directly from the report

Staff Implications

9. There are no direct implications with regard to staff in relation to the content of this report, however Officers may be required to accompany Members at events, in relation to their areas of expertise.

Legal Implications

10. None arising directly from this report.

Financial Implications & Value for Money

11. A sum of £15,000 has been allocated in the Democratic Representation Budget for the payment of Conference Fees of Members. It is anticipated that costs will be contained within the agreed budgets.

Risk Management, Health & Safety, and Environmental Implications

12. Members use the most efficient method of travel when attending conferences and outside meetings

Contribution to Our Mission – To Achieve: Safer Stronger Communities – Safe Effective Firefighters”

13. Members' attendance at conferences and outside meetings enables appropriate representation on behalf of the Fire Authority, lending opportunity to put forward suggestions, share experience and gain further knowledge to bring into practice, ensuring the highest service is provided to the community of Merseyside.

BACKGROUND PAPERS

None

***Glossary of Terms**

CFOA Chief Fire Officers' Association
LGA Local Government Agency