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To: All Members of the Authority
(and any other Members who may wish to attend)



J. Henshaw
LLB (Hons)
Clerk to the Authority

Tel: 0151 296 4000
Extn: 4113 Kelly Kellaway

Your ref:

Our ref HP/NP

Date: 27 June 2018

Dear Sir/Madam,

Further to my invitation to attend a meeting of the **AUTHORITY** to be held at **1.00 pm** on **THURSDAY, 14TH JUNE, 2018** in the Liverpool Suite - Fire Service Headquarters.

Please find attached:

AGENDA ITEM	REPORT
15.	<u>Minutes of the Urgency Committee - 24th May 2018</u> (Pages 3 - 4) The Minutes of the meeting of the Urgency Committee, held on Thursday 24 th May 2018, are submitted for approval as a correct record and for signature by the Chair.

Yours faithfully,

A handwritten signature in black ink that reads 'K. Kellaway PP.'.

Clerk to the Authority

Encl.

MERSEYSIDE FIRE AND RESCUE AUTHORITY

MEETING OF THE URGENCY COMMITTEE

24 MAY 2018

MINUTES

Present: Councillors Les Byrom, Lesley Rennie and Jean Stapleton

Also Present:

Apologies of absence were received from:

1. Preliminary Matters

Members considered the identification of any declarations of interest, matters of urgency or items that would require the exclusion of the press and public due to the disclosure of exempt information.

Resolved that:

- a) no declarations of interest were identified by individual Members in relation to any item of business on the Agenda.
- b) no additional items of business which the Chair has determined should be considered as matters of urgency, where identified.
- c) no items of business required the exclusion of the press and public during consideration thereof, due to the possible disclosure of exempt information.

2. Succession Planning Arrangements

Members considered Report CFO/035/18 of the Monitoring Officer, concerning the succession planning arrangements following the announcement of the Chief Fire Officer (CFO) that he intends to retire from the service of MFRA and accept the offer to take up the role of Chief Executive Officer/Chief Officer of the Melbourne Metropolitan Fire Brigade.

Members were informed that the report was produced by the current Chief Fire Officer – Dan Stephens; and reflects what he considered to be appropriate succession planning arrangements. The report recommends that the current Deputy Chief Fire Officer – Phil Garrigan, acts up to the role of Chief Fire Officer, the current Director of Operational Preparedness – Nick Searle, act up to the role of Deputy Chief Fire Officer, and current Area Manager seconded to National Resilience - Paul Hitchen, acts up to the role of Director of Operational Preparedness.

Members were advised that due to MFRA being the Lead Authority for National Resilience, it is vitally important that there is someone appointed at the top of the organisation with responsibility for National Resilience and as such, a recruitment process be undertaken quite soon to make substantive appointments to those roles.

However, with regards to the Area Manager seconded to National Resilience, acting up to the Director of Operational Preparedness role, Members were advised that the current Deputy Chief Fire Officer would wish to look at the structure of the organisation; and in-particular the Area Manager arrangements.

The acting Chair of the Authority commented that Members would normally only be involved in first tier appointments and it would therefore be better to appoint to those only at this stage.

Members Resolved that:

- (a) The recommendation that the current Deputy Chief Fire Officer act up to the role of Chief Fire Officer, be approved.
- (b) The recommendation that the current Director of Operational Preparedness act up to the role of Deputy Chief Fire Officer, be approved.
- (c) Any second tier appointments, be arranged by the acting Chief Fire Officer.
- (d) A report regarding permanent arrangements, be brought back to the Authority in due course.

Close

Date of next meeting: N/A