

**To: All Members of the Authority**



The Protocol and Procedure for visitors attending meetings of Merseyside Fire and Rescue Authority can be found by clicking [here](#) or on the Authority's website: <http://www.merseyfire.gov.uk> - About Us > Fire Authority.

**J. Henshaw  
LLB (Hons)  
Clerk to the Authority**

Tel: 0151 296 4000  
Extn: 4113 Kelly Kellaway

Your ref:

Our ref HP/NP

Date: 3 June 2015

Dear Sir/Madam,

You are invited to attend the **ANNUAL GENERAL MEETING** of the **AUTHORITY** to be held at **1.00 pm** on **THURSDAY, 11TH JUNE, 2015** in the Liverpool Suite at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

Yours faithfully,

Clerk to the Authority

Encl.

This page is intentionally left blank

**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**AUTHORITY**

**11 JUNE 2015**

**AGENDA**

**1. Preliminary Matters**

The Authority is requested to consider the identification of:

- a) declarations of interest by individual Members in relation to any item of business on the Agenda
- b) any additional items of business which the Chair has determined should be considered as matters of urgency; and
- c) items of business which may require the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

**2. Minutes of the Previous Meeting (Pages 1 - 10)**

The Minutes of the previous meeting of the Authority, held on 28<sup>th</sup> May 2015, are submitted for approval as a correct record and for signature by the Chair.

**3. Election of Chairman**

To elect a Chairman of the Authority for 2014/15.

**4. Election of Vice-Chairman**

To elect a Vice-Chairman of the Authority for 2014/15

**5. Membership of the Authority 2015/16 (Pages 11 - 14)**

To consider Report CFO/043/15 of the Monitoring Officer, concerning changes to the Membership of the Authority for 2015/16.

**6. Structure of the Authority (Pages 15 - 30)**

To consider Report CFO/044/15 of the Monitoring Officer, concerning the structure of the Authority for 2015/16.

7. **Merseyside Fire and Rescue Authority Constitution** (Pages 31 - 34)  
To consider Report CFO/045/15 of the Clerk to the Authority, concerning the Authority's Constitution for 2015/16.
  
8. **Authority Meeting Dates for 2015/16; And Draft Dates For 2016/17** (Pages 35 - 42)  
To consider Report CFO/046/15 of the Monitoring Officer, concerning confirmation of the draft dates for Authority Committee meetings and events for 2015/16; and draft dates for Authority Committee meetings for 2016/17.
  
9. **Members Allowance Payments 2014/15** (Pages 43 - 48)  
To consider Report CFO/049/15 of the Monitoring Officer, concerning payments made to Members in the form of allowances during the financial year 2014/15.
  
10. **Scheme Of Members Allowances 2015/16** (Pages 49 - 68)  
To consider Report CFO/050/15 of the Monitoring Officer, concerning a review of the current Scheme of Members Allowances and any changes the Authority wishes to make to the Scheme.
  
11. **Questions on the Discharge of Functions** (Pages 69 - 70)  
To consider Report CFO/051/15 of the Monitoring Officer, concerning the nomination of a Member from each of the five constituent District Councils, as the Member responsible for answering questions within their Council on the discharge of the functions of the Authority.
  
12. **APPOINTMENT OF AUTHORITY MEMBERS TO OUTSIDE ORGANISATIONS** (Pages 71 - 74)  
To consider Report CFO/052/15 of the Monitoring Officer, concerning the Outside Bodies to which the Authority is currently affiliated; and to request where appropriate, confirmation of continued affiliation for 2015/16 and the appointment of representatives to those organisations.
  
13. **Approved Conferences And Outside Meetings** (Pages 75 - 78)  
To consider Report CFO/053/15 of the Monitoring Officer, concerning the

list of approved conferences and outside meetings and any revisions to that list that the Authority wish to make.

**14. MEETINGS WITH NATIONAL POLITICIANS AT PARTY POLITICAL CONFERENCES** (Pages 79 - 80)

To consider Report CFO/054/15 of the Monitoring Officer, concerning the possible attendance of Members at meetings held at the location of Party Political Conferences, in order to make Authority related representations in line with the Members Scheme of Allowances.

**15. Updated Parental leave Service Instructions** (Pages 81 - 122)

To consider Report CFO/055/15 of the Deputy Chief Fire Officer, concerning changes to the Service Instructions pertaining to parental leave, which have been amended to reflect amendments to Regulations in relation to the sharing of maternity and paternity leave.

**16. Management Review Outcomes** (Pages 123 - 136)

To consider Report CFO/056/15 of the Chief Fire Officer, concerning the outcomes of the management review undertaken by the Chief Fire Officer, following on from the Authority budget resolution for 2015/16 and the request for voluntary severance from the Deputy Chief Executive.

-----  
If any Members have queries, comments or require additional information relating to any item on the agenda please contact Committee Services and we will endeavour to provide the information you require for the meeting. Of course this does not affect the right of any Member to raise questions in the meeting itself but it may assist Members in their consideration of an item if additional information is available.

Refreshments

Any Members attending on Authority business straight from work or for long periods of time, and require a sandwich, please contact Democratic Services, prior to your arrival, for arrangements to be made.