

**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: 4112 Helen Peek

Your ref:

Our ref HP/DM

Date: 4 June 2013

Dear Sir/Madam,

You are invited to attend the **ANNUAL GENERAL MEETING** of the **AUTHORITY** to be held at **1.00 pm** on **TUESDAY, 11TH JUNE, 2013** in the Wirral Suite at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

Yours faithfully,

Clerk to the Authority

Encl.

**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**AUTHORITY**

**11 JUNE 2013**

**AGENDA**

**1. Preliminary Matters**

The Committee 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 - 6)**

The Minutes of the previous meeting of the Authority, held on 7<sup>th</sup> May 2013, are submitted for approval as a correct record and for signature by the Chair.

**3. Minutes of the Performance and Scrutiny Committee (To Follow)**

*Minutes to follow due to tight deadline.*

The Minutes of the meeting of the Performance and Scrutiny Committee, held on 30<sup>th</sup> May 2013, are submitted for approval as a correct record and for signature by the Chair.

**4. Minutes of the Audit Sub-Committee (To Follow)**

*Minutes to follow due to tight deadline.*

The Minutes of the meeting of the Audit Sub-Committee, held on 30<sup>th</sup> May 2013, are submitted for approval as a correct record and for signature by the Chair.

**5. Election Of Chairman**

To elect a Chairman of the Authority for 2013/14.

**6. Election of Vice Chairman**

To elect a Vice-Chairman of the Authority for 2013/14.

**7. Membership of the Authority 2013/14 (Pages 7 - 10)**

**(CFO/066/13)**

To consider the attached report CFO/066/13 of the Clerk to the Authority concerning the changes to the Membership of the Authority for 2013/14.

**8. Structure of the Authority 2013/14 (Pages 11 - 22)**

**(CFO/058/13, Appendices A,B, & C)**

To consider report CFO/058/13 of the Clerk to the Authority concerning the structure of the Authority for 2013/14.

**9. The Authority's Constitution 2013/14 (Pages 23 - 272)**

**(CFO/059/13, Appendix A)**

*Appendix A is a DRAFT Constitution - attached as an Electronic Version Only (Political Groups will be provided with a hard copy for their pre meeting).*

To consider the attached report CFO/059/13 of the Clerk to the Authority concerning the Authority's Draft Constitution for 2013/14.

**10. Authority Meeting Dates for 2013/14 (Pages 273 - 278)**

**(CFO/060/13, Appendix A)**

To consider report CFO/060/13 of the Clerk to the Authority concerning the draft dates for Authority Committee meetings and events for 2013/14

**11. Members Allowance Payments 2012/13 (Pages 279 - 282)**

**(CFO/061/13, Appendix A)**

To consider report CFO/061/13 of the Clerk to the Authority concerning the payments made to Members in respect of allowances during the financial year 2012/13.

**12. Scheme of Members Allowances 2013/14 (Pages 283 - 306)**

**(CFO/067/13 Appendices A,B,C,D,E, & F)**

To consider the attached report CFO/067/13 of the Clerk to the Authority concerning the Members' Allowances Scheme for 2013/14.

**13. Questions on the Discharge of Functions (Pages 307 - 308)**

**(CFO/062/13)**

To consider the attached report CFO/062/13 of the Clerk to the Authority concerning the Members to be responsible for answering questions in their respective Council on the discharge of the functions of the Fire and Rescue Authority.

**14. Appointment to Outside Organisations (Pages 309 - 312)**

**(CFO/063/13)**

To consider the attached report CFO/063/13 of the Clerk to the Authority concerning the outside organisations to which the Authority is currently affiliated and to request, where appropriate, confirmation of continuing affiliation for 2013/14 and the appointment of representatives to those

organisations.

**15. Approved Conferences and Outside Meetings (Pages 313 - 316)  
(CFO/065/13, Appendix A)**

To consider the attached report CFO/065/13 of the Clerk to the Authority concerning the draft list of approved conferences and outside meetings and any revisions to the list that the Authority wish to make.

**16. Meetings with National Politicians at Party Political Conferences  
(Pages 317 - 318)  
(CFO/064/13)**

To consider the attached report CFO/064/13 of the Clerk to the Authority 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.

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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.