

**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: 5 June 2019

Dear Sir/Madam,

You are invited to attend a meeting of the **AUTHORITY** to be held at **1.00 pm** on **THURSDAY, 13TH JUNE, 2019** in the Liverpool Suite - Fire Service Headquarters at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

Yours faithfully,

Clerk to the Authority

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**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**AUTHORITY**

**13 JUNE 2019**

**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 7 - 10)**

The Minutes of the previous meeting of the Authority, held on 23<sup>rd</sup> May 2019, are submitted for approval as a correct record and for signature by the Chair.

**3. Petition**

To consider a petition received, requesting that Merseyside Fire and Rescue Authority delete Standing Order 19.4; and amend the Meeting Reporting Protocol and Procedure contained within the Authority's Constitution.

**4. Election of Chair of the Authority**

To elect a Chair of the Authority for 2019/20.

**5. Election of Vice-Chair of the Authority**

To elect as Vice-Chair of the Authority for 2019/20.

**6. Membership of the Authority 2019/20 (Pages 11 - 14)**

To consider Report CFO/035/19 of the Monitoring Officer, concerning changes to the membership of the Authority for 2019/20.

7. **Structure of the Authority 2019/20** (Pages 15 - 24)

To consider Report CFO/036/19 of the Monitoring Officer:

- (a) informing Members of:-
  - (i) the minimum legal structure of the Authority
  - (ii) the existing decision making structure of the Authority; and
  - (iii) optional variations to the existing structure
- (b) requesting that the Authority determines an appropriate decision making structure for 2018/19; and
- (c) requesting that arrangements are made for the appointment of Committees, the nomination of Chairs, the determination of the powers and duties of Committees, the appointment of Members to Committees; and Special Responsibility Roles.

8. **Merseyside Fire & Rescue Authority Constitution 2019/20** (Pages 25 - 246)

To consider Report CFO/034/19 of the Monitoring Officer, concerning the draft amended Constitution for Merseyside Fire & Rescue Authority (the Authority) for 2019/20.

9. **Authority Meeting Dates For 2019-20 & 2020-21** (Pages 247 - 254)

To consider Report CFO029/19 of the Monitoring Officer, concerning confirmation of the dates for Authority Committee Meetings and events for 2019/20; and the draft provisional dates for 202/21.

10. **Members Allowance Payments 2018/19** (Pages 255 - 260)

To consider Report CFO/032/19 of the Monitoring Officer, concerning payments made to Members in the form of allowances, during the financial year 2018/19.

11. **Scheme of Members Allowances 2019/20** (Pages 261 - 280)

To consider Report CFO/030/19 of the Monitoring Officer, concerning the current Scheme of Members Allowances; and recommendations on any changes it wishes to make to the Scheme.

12. **Questions on Discharge of Functions** (Pages 281 - 282)

To consider Report CFO/028/19 of the Monitoring Officer, concerning the nomination of Members from each of the five constituent District Councils as the Members responsible for answering questions in their Council on the discharge of the functions of the Authority.

**13. Appointment of Members to Outside Bodies (Pages 283 - 286)**

To consider Report CFO/033/19 of the Monitoring Officer, concerning the outside organisations to which the Authority is currently affiliated; and to request where appropriate, confirmation of continuing affiliation for 2019/20 and the appointment of representatives to those organisations.

**14. Approved Conferences and Outside Meetings (Pages 287 - 290)**

To consider Report CFO/031/19 of the Monitoring Officer, concerning attendance at conferences and outside meetings by representatives of Merseyside Fire & Rescue Authority, to be determined by the Chair of the Authority.

**15. Meetings with National Politicians at Party Political Conferences (Pages 291 - 292)**

To consider Report CFO/027/19 of the Monitoring Officer, concerning the 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.

**16. Equality, Diversity & Inclusion Action Plan 2017-2020, Functional Priorities 2018/19, Quarter 3 & Quarter4 update (Pages 293 - 352)**

To consider Report CFO/025/19 of the Chief Fire Officer, concerning an update on:

- (a) The agreed Equality, Diversity & Inclusion (E,D&I) Action Plan for 2018/19 Quarters 3 and 4.
- (b) The Equality, Diversity & Inclusion Objectives for 2018/19, as at 31<sup>st</sup> March 2019.

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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.