

<b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b>			
<b>MEETING OF THE:</b>	<b>AUTHORITY (ANNUAL GENERAL MEETING)</b>		
<b>DATE:</b>	<b>9<sup>TH</sup> JUNE 2022</b>	<b>REPORT NO:</b>	<b>CFO/024/022</b>
<b>PRESENTING OFFICER</b>	<b>MONITORING OFFICER</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>RIA GROVES</b>	<b>REPORT AUTHOR:</b>	<b>SHAUNA HEALEY</b>
<b>OFFICERS CONSULTED:</b>	<b>SANDRA WAINWRIGHT IAN CUMMINS</b>		
<b>TITLE OF REPORT:</b>	<b>MEETING DATES FOR 22/23 AND 23/24</b>		
<b>APPENDICES:</b>	<b>APPENDIX A:</b>	<b>DRAFT APPROVED MEETING DATES 2022/23</b>	
	<b>APPENDIX B:</b>	<b>DRAFT MEETING DATES FOR 2023/24</b>	

### **Purpose of Report**

1. To provide Members with a list of draft dates for Authority Committee meetings and events for 2022/23 and 2023/24.

### **Recommendation**

2. It is recommended that Members;
  - a) consider the schedule of meeting dates and events for 2022/23 (attached at Appendix A and provisionally agreed at the Annual General Meeting on 10<sup>th</sup> June 2021) and confirm approval; and
  - b) consider and note the draft provisional dates for 2023/24 (attached at Appendix B).

### **Introduction and Background**

3. The Authority is requested to consider and ratify the Schedule of Dates for the Municipal Year 2022/23. These were provisionally agreed at the AGM on 10<sup>th</sup> June 2021.
4. Where Council meeting dates have been available, these have been taken into consideration, as well as religious holidays; and dates for Committees have been programmed sympathetically around those dates wherever possible.
5. The proposed dates have been devised to aid the flow of business for the year through the Committee process; to enable the Authority to meet its deadlines in terms of setting the budget, consulting on and delivering its IRMP and other strategic plans; and to provide the opportunity for regular and effective scrutiny.

6. Members are asked to note that the Scrutiny Meeting in May has been brought forward to April to avoid any clashes with Elections.
7. The proposed schedule of meeting dates does not include any meetings of Task & Finish Groups or Rapid Reviews, which may be called at the request of any meeting of the Authority or its Committees. Similarly, it does not include any scheduled dates for meetings of the Appointments, Appeals or Joint Fire and Police Collaboration Committees, which will be called as and when required.
8. The draft schedule includes proposed dates for the Authority's two Strategy Day and Scrutiny training planned for June 2022.
9. Should the Authority require additional Strategy Days during the year, these can be arranged in line with the business determined, as and when required.
10. "Learning Lunches" "Rapid Reviews" and other member development events have been programmed into the attached schedule of meeting dates.
11. The schedule of meeting dates, continues to include a series of station visits and MFRA staff engagement days.
12. The proposed meeting dates also include a break throughout August to accommodate the peak holiday period and a break during the Christmas period.
13. Set meeting dates may be changed and other meetings convened as and when required, in accordance with Standing Orders.

---

#### **Equality and Diversity Implications**

14. There are no equality and diversity implications arising directly from this report.

---

#### **Staff Implications**

15. Once approved by the Authority, the dates of meetings will be published on the Portal for the information of all staff and on the Authority's Website for public record.

---

#### **Legal Implications**

16. Proposed meeting dates must be given in advance to Members in order to comply with the requirements of the Local Government Act 1972.

---

#### **Financial Implications & Value for Money**

17. There are no financial implications arising directly from this report. Any expenses incurred further to Members attendance at the meetings on the dates agreed will be contained within existing budgets.

---

**Risk Management, Health & Safety, and Environmental Implications**

---

18. There are no risk management, health and safety or environmental implications arising directly from this report.

---

**Contribution to Our Vision: *To be the best Fire & Rescue Service in the UK.***

Our Purpose: *Here to serve, Here to protect, Here to keep you safe.*

---

19. The dates for meetings are set to ensure that Members of the Authority have adequate time and opportunity to fully consider and scrutinise the information provided, to enable them to make informed decisions, and provide the best possible service to our communities.

---

**BACKGROUND PAPERS**

---

**NONE**

---

**GLOSSARY OF TERMS**

---

**MFRA** Merseyside Fire and Rescue Authority

**MFRS** Merseyside Fire and Rescue Service