MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	**AUTHORITY**		
DATE:	**14 JUNE 2016**	**REPORT NO:**	**CFO/053/16**
PRESENTING OFFICER	**MONITORING OFFICER**		
RESPONSIBLE OFFICER:	**JANET HENSHAW**	**REPORT AUTHOR:**	**KELLY KELLAWAY – DEMOCRATIC SERVICES MANAGER, EXT 4113**
OFFICERS CONSULTED:	**STRATEGIC MANAGEMENT GROUP**		
TITLE OF REPORT:	**APPROVED CONFERENCE AND OUTSIDE MEETINGS**		

APPENDICES:	

Purpose of Report

1. To request that Members confirm their approval for attendance at conferences and outside meetings by representatives of Merseyside Fire & Rescue Authority, to be determined by the Chair of the Authority.

Recommendation

2. That Members confirm their approval for attendance at conferences and outside meetings by representatives of Merseyside Fire & Rescue Authority, to be determined by the Chair of the Authority.

Introduction and Background

3. Members' presence at conferences and outside meetings is vital to their role and development as Authority Members. It ensures that the Authority is included in; and informed of local and national issues, to enable Members to make the best decisions for the public of Merseyside.

4. In previous years, the Authority has maintained a list of conferences and outside meetings, which were reviewed annually in accordance with the Scheme of Members Allowances; and approved as standing events at which the Authority should be represented by appropriate numbers of Members and Officers.

5. At the Annual General Meeting last year, Members noted that several of the conferences and outside meetings contained within the approved list, are no longer in existence. Due to the continually changing political landscape, it was therefore agreed that the list of approved conferences and outside meetings be

removed; and attendance at conferences and outside meetings by representatives of the Authority, be approved by the Chair of the Authority.

6. Once attendance at a conference or outside meeting has been determined by the Chair of the Authority, Member representation at such events, is determined and agreed by the Monitoring Officer in consultation with the Chair of the Authority and/ or Vice-Chair's and Opposition Members.

7. Where a conference or meeting is directly linked to a Lead Member or Ambassador role the appropriate Member may be requested to attend to represent the Authority.

8. Members are therefore asked to confirm that they remain content with this arrangement for 2016/17.

Equality and Diversity Implications

9. There are no equality and diversity issues arising directly from this report.

Staff Implications

10. There are no direct staff implications arising from this report. However, Officers may be required to accompany Members at events relating to their areas of expertise.

Legal Implications

11. There are no legal implications arising directly from this report.

Financial Implications & Value for Money

12. A sum of £10,000 has been allocated in the Democratic Representation Budget for the payment of Conference Fees for Members. It is anticipated that costs will be contained within the agreed budgets.

Risk Management, Health & Safety, and Environmental Implications

13. Members use the most efficient method of travel when attending conferences and outside meetings.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

14. Members' attendance at conferences and outside meetings enables the Authority to be represented appropriately, providing an opportunity to put forward suggestions, share experience and gain further knowledge. This ensures that the Authority is best placed to make the most appropriate decisions; and provide the best service possible to the communities of Merseyside.

BACKGROUND PAPERS

GLOSSARY OF TERMS