

**AGENDA ITEM:**

<b>REPORT TO:</b>	<b>MERSEYSIDE FIRE &amp; RESCUE AUTHORITY ANNUAL MEETING</b>
<b>DATE:</b>	<b>11<sup>th</sup> JUNE 2013</b>
<b>REPORT NO.</b>	<b>CFO/065/13</b>
<b>REPORTING OFFICER:</b>	<b>JANET HENSHAW – CLERK TO THE AUTHORITY</b>
<b>CONTACT OFFICER:</b>	<b>KELLY JOHNSON – DEPUTY DEMOCRATIC SERVICES MANAGER, EXTN 4113</b>
<b>OFFICERS CONSULTED:</b>	
<b>SUBJECT:</b>	<b>APPROVED CONFERENCES AND OUTSIDE MEETINGS</b>

**APPENDIX A                    TITLE                    DRAFT LIST OF APPROVED CONFERENCES  
/ OUTSIDE MEETINGS**

**ATTACHED – HARD COPY**

Purpose of Report

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

Recommendation

2. That the draft list of conferences attached to the report, be approved subject to any suggested revision.

Introduction & Background

3. Members' presence at conferences and outside meetings is imperative to their role and development as Authority Members. This ensures their inclusion in local and national issues to enable them to make the best decisions for the public of Merseyside.
4. In accordance with the Scheme of Members Allowances, the Authority annually reviews the conferences and outside meetings which are approved as standing events at which the Authority should be represented by appropriate numbers of Members and Officers. The existing list is appended and Members are requested to consider any appropriate revisions.
5. At the Annual General Meeting in June 2012, the Authority requested that Meetings with Ministers and MP's, be added to the list of Approved Conferences and Outside Meetings. Therefore, the list attached for Members consideration, includes this addition.

6. Member representation at approved conferences and outside meetings and at any other conferences, is determined and agreed by the Clerk To The Authority in consultation with the Chair of the Authority and/ or Vice-Chair's and Party Leaders.
7. Where a conference or meeting is directly linked to a Member Scrutiny role, the appropriate Scrutiny Member may be requested to attend to represent the Authority.

#### Equality & Diversity Implications

7. None arising directly from the report

#### Staff Implications

8. There are no direct implications with regard to staff in relation to this report. However Officers may be required to accompany Members at events relating to their areas of expertise.

#### Legal Implications

9. None arising directly from this report.

#### Financial Implications & Value for Money

10. A sum of £14,800 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

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

#### Contribution to Our Mission – To Achieve; Safer Stronger Communities – Safe Effective Firefighters”

12. Members' attendance at conferences and outside meetings enables the Authority to be represented appropriately, providing 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**