

ANNUAL MEETING
OF THE
MERSEYSIDE FIRE AND RESCUE AUTHORITY

19TH JUNE, 2007

AGENDA

1. Election of Chairman

To elect a Chairman

2. Appointment of Vice Chairman

To elect a Vice Chairman

3. Minutes of Previous Meeting

The attached proceedings of the previous meeting of the Authority held on 15th May 2007 are submitted for approval as a correct record and for signature by the Chairman.

4. To Consider Declarations of Interest by Members

Members to declare any personal interests in items of business and indicate interests they consider the interest to be prejudicial interests.

**5. Membership of Authority 2007/08
CFO/105/07**

To consider the attached Report CFO/105/07 of the Executive Director of Law and Human Resources concerning appointments of elected Members received from District Councils.

**6. Procedural Standing Orders
CFO/106/07**

To consider the attached Report CFO/106/07 of the Executive Director of Law and Human Resources to adopt Procedural Standing Orders for the regulation of Authority and Committee business for 2007/08.

7. [Structure of the Authority 2007/08](#)
CFO/107/07

To consider the attached Report CFO/107/07 of the Executive Director of Law and Human Resources concerning

To determine: _

- (a) which committees to appoint
- (b) the powers and terms of reference of committees appointed
- (c) the number of voting members to be appointed to each Committee
- (d) the number of seats on each committee to be allocated to each political party
- (e) whether attendees are to be appointed for Committees
- (f) confirmation of which specific members are to be appointed to each Committee (as per the number of/new political groups)
- (g) confirmation of which specific members are to be appointed as alternates to specific members
- (h) which members are to be appointed as Chairs to each Committee
- (i) whether to continue the department of the Consultation & Negotiation Panel, and if so to continue its terms of reference and membership
- (j) whether to continue with the Management Board.
- (k) whether members are to be appointed as champions for:-
 - i. Equality & Diversity
 - ii. E-government
 - iii. Procurement
 - iv. Corporate Management
 - v. IRMP/Modernisation
 - vi. World Firefighter Games
 - vii. Capital of Culture
 - viii. Fireworld
 - ix. Fire Service Direct
 - x. Energy and Efficiency
 - xi. Older Persons
 - xii. Younger Persons
 - xiii. PFI
- (l) whether it wishes to continue with the Member Training Liaison Group and if so confirms its terms of reference and membership.

8. **Appointment of Independent Members as Chair and Vice Chair of the Standards Committee**
CFO/108/07

To consider the attached Report CFO/108/07 of the Executive Director of Law and Human Resources to confirm appointments of Independent Members as Chair & Vice Chair of the Standards Committee.

9. **Dates of Meetings 2007/08**
CFO/109/07

To consider the attached Report CFO/109/07 of the Executive Director of Law and Human Resources to approve a timetable of meetings.

10. **Questions on the Discharge of Functions**
CFO/110/07

To consider the attached Report CFO/110/07 of the Executive Director of Law and Human Resources to nominate a member from each constituent District Council to answer questions in their Council on the discharge of the functions of the Authority.

11. **Appointment to Outside Organisations**
CFO/111/07

To consider the attached Report CFO/111/07 of the Executive Director of Law and Human Resources to determine those external organisations to which the Authority is to make appointments and which members are to be so appointed.

12. **Members Allowances Scheme 2007/08**
CFO/112/07

To consider the attached Report CFO/112/07 of the Executive Director of Law and Human Resources to determine whether to continue with Members allowances scheme, and/or to require the Standards Committee to undertake a review of the Scheme.

13. **Approved Conferences and Outside Meetings**
CFO/113/07

To consider the attached Report CFO/113/07 of the Executive Director of Law and Human Resources to approve specified conferences and outside meetings as standing events at which the Authority should be represented.

**14. [Meetings with National Politicians at Party Political Conferences](#)
CFO/114/07**

To consider the attached Report CFO/114/07 of the Executive Director of Law and Human Resources to authorise Members to attend meetings with ministers, opposition, spokespersons and other relevant national politicians at the locations or their own party political conference to discuss issues relating to the business of the Authority

**15. [Members Allowances Payments – 2006/07](#)
CFO/115/07**

To consider the attached Report CFO/115/07 of the Executive Director of Law and Human Resources to note the payments made to members in 2006/07

**16. [Delegation of Powers to Officers](#)
CFO/116/07**

To consider the attached Report CFO/116/07 of the Executive Director of Law and Human Resources to approve a scheme of Delegation of Powers to Officers to enable them to undertake their roles.

**17. [Succession Planning – Chair/Vice Chair & Independent Members](#)
CFO/117/07**

To consider the attached Report CFO/117/07 of the Executive Director of Law and Human Resources to seek indications of interest from Members who may wish to be considered as a possible further Chair or vice Chair of the Authority to assist in development/succession arrangements for the future.

**18. [Contract Standing Orders 2007/08](#)
CFO/118/07**

To consider the attached Report CFO/118/07 of the Executive Director of Law and Human Resources to approve a set of Contract Standing Orders to regulate contractual procedures.

**19. [Financial Regulations 2007/08](#)
CFO/119/07**

To consider the attached Report CFO/119/07 of the Executive Director of Law and Human Resources to approve a set of Financial Regulations to regulate financial procedures.

**20. [Members Policy & Guidance Notes](#)
CFO/120/07**

To consider the attached Report CFO/120/07 of the Executive Director of Law and Human Resources to adapt a set of Members Policy & Guidance Notes.

21. [Revised Code Of Conduct for Members](#)
CFO/87/07

To consider the attached Report CFO/87/07 of the Clerk to the Authority to inform the Authority of the implementation of a Revised Code of Conduct for Members.
