

To: All Members of the Merseyside Fire and
Rescue Authority

**D. Wright LL.M D.P.A.
Solicitor (Hons)
Clerk to the Authority
Executive Director of Law
& Human Resources**

Direct Line: 0151 296 4114

Extn: 4113 J. Riley

Your ref:

Our ref JNR/LR

Date: 23rd May 2005

Dear Sir/Madam,

You are requested to attend a meeting of the **MERSEYSIDE FIRE AND RESCUE
AUTHORITY** to be held at **1.00 P.M** on **THURSDAY 2ND JUNE 2005** in the Wirral
Suite at Fire Service Headquarters, Bridle Road, Bootle. An agenda for the meeting
is attached.

Please note that at the conclusion of the meeting and in accordance with the
Member Development Programme, all Members are requested to remain for a
presentation by the Health and Safety Officer on the Management of Occupational
Road Risk. The presentation is expected to last approximately 20 minutes.

Yours faithfully,

CLERK TO THE AUTHORITY