

**To: All Members of the Authority**

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

Extn: 4113 Mr. J. Riley

Your ref:

Our ref: JNR/LR

Date: 15<sup>th</sup> June, 2005

Dear Sir/Madam,

You are requested to attend the **ANNUAL MEETING** of the **MERSEYSIDE FIRE AND RESCUE AUTHORITY** to be held at **1.00 P.M.** on **THURSDAY 23RD JUNE, 2005** in the **LIVERPOOL SUITE** at Fire Service Headquarters, Bridle Road, Bootle.

An agenda for the meeting is attached. Please note that at the conclusion of the meeting, Members are requested to remain for the following presentations:-

- (1) Mollie Bickerstaffe – “Embedding Excellence” and
- (2) Tony Reynolds – “Management of Road Risk”.

Yours faithfully

DAVE WRIGHT  
CLERK TO THE AUTHORITY