

**To: All Members of the Policy and Resources Committee
(and any other Members who may wish to attend)**

**J. Henshaw
LLB (Hons)
Clerk to the Authority**

Tel: 0151 296 4000
Extn: 4112 Helen Peek

Your ref:

Our ref HP/NP

Date: 11 November 2013

Dear Sir/Madam,

You are invited to attend a meeting of the **POLICY AND RESOURCES COMMITTEE** to be held at **12.00 pm** on **TUESDAY, 19TH NOVEMBER, 2013** in the Wirral Suite at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

Yours faithfully,



Clerk to the Authority

Encl.

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MERSEYSIDE FIRE AND RESCUE AUTHORITY

POLICY AND RESOURCES COMMITTEE

19 NOVEMBER 2013

AGENDA

Members

Les Byrom (Chair)
Robbie Ayres
Roy Gladden
Ted Grannell
Steve Niblock
Denise Roberts
Sharon Sullivan
Pat Moloney

1. Preliminary Matters

Members are requested to consider the identification of:

- a) declarations of interest by individual Members in relation to any item of business on the Agenda
- b) any additional items of business which the Chair has determined should be considered as matters of urgency; and
- c) items of business which may require the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

2. Minutes of the Previous Meeting (Pages 1 - 4)

The Minutes of the previous meeting of the Policy and Resources Committee, held on 26th September 2013, are submitted for approval as a correct record and for signature by the Chair.

3. Treasury Management Interim Report 2013/14 (Pages 5 - 12)

(CFO/128/13)

To consider Report CFO/128/13 of the Deputy Chief Executive, concerning a review of the Authority's Treasury Management activities during the year 2013/14.

4. **Financial Review 2013/14 April To September** (Pages 13 - 46)
(CFO/129/13)

To consider Report CFO/129/13 of the Deputy Chief Executive concerning a review of the financial position, both revenue and capital, for the Authority for the period April to September 2013.

5. **Review Of The Information Governance And Security Policy And Associated Service Instructions** (Pages 47 - 112)
(CFO/130/13)

To consider Report CFO/130/13 of the Deputy Chief Fire Officer, concerning revised Policy and Service Instructions that have resulted from a fundamental review of existing Information Governance and Security documents, taking into account new legal and best practice requirements.

6. **Exemption To Contract Standing Orders For Refurbishment Works At Fire Service Headquarters** (Pages 113 - 116)
(CFO/131/13)

To consider Report CFO/131/13 of the Deputy Chief Executive, concerning approval for an exemption to Contract Standing Orders.

This Item contains EXEMPT information by virtue of Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

7. **Purchase Of A Time & Resource Management (TRM) Application**
(Pages 117 - 140)
(CFO/132/13)

To consider report CFO/132/13 of the Deputy Chief Executive and the Deputy Chief Fire Officer concerning the purchase of a Time & Resource Management (TRM) application that forms part of the Authority's integrated HR/Payroll solution.

This Item contains EXEMPT information by virtue of Paragraph 3 of Part 1 of Schedule 12A Local Government Act 1972

If any Members have queries, comments or require additional information relating to any item on the agenda please contact Committee Services and we will endeavour to provide the information you require for the meeting. Of course this does not affect the right of any

Member to raise questions in the meeting itself but it may assist Members in their consideration of an item if additional information is available.

Refreshments

Any Members attending on Authority business straight from work or for long periods of time, and require a sandwich, please contact Democratic Services, prior to your arrival, for arrangements to be made.