

**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**POLICY AND RESOURCES COMMITTEE**

**19 NOVEMBER 2013**

**MINUTES**

**Present:** Cllr Leslie T. Byrom CBE (Chair) Councillors Robbie Ayres, Ted Grannell, Dave Hanratty, Denise Roberts, Sharon Sullivan and Pat Moloney

**Also Present:**

**Apologies of absence were received from:** Councillors Roy Gladden and Steve Niblock

**1. Preliminary Matters**

Members considered the identification of declarations of interest, any urgent additional items, and any business that may require the exclusion of the press and public.

**Resolved that:**

- a) no declarations of interest were made by individual Members in relation to any item of business on the Agenda
- b) no additional items of business to be considered as matters of urgency were determined by the Chair; and
- c) the following items of business required the exclusion of the press and public during consideration thereof, due to the possibility of the disclosure of exempt information:
  - **Agenda Item 6** – Exemption To Contract Standing Orders For The Refurbishment Of Fire Service Headquarters
  - **Agenda Item 7** – Purchase Of A Time & Resources Management (TRM) Application

**2. Minutes of the Previous Meeting**

The Minutes of the previous meeting of the Policy and Resources Committee, held on 26<sup>th</sup> September 2013, were approved as a correct record and signed accordingly by the Chair.

**3. Treasury Management Interim Report 2013/14**

(CFO/128/13)

Members considered Report CFO/128/13 of the Deputy Chief Executive, concerning a review of the Authority's Treasury Management activities and performance for the period April to September, for the financial year 2013/14.

Members resolved that the report be noted.

**4. Financial Review 2013/14 April To September**

(CFO/129/13)

Members considered 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.

Members Resolved that:

- a) The potential £0.9m favourable revenue position identified within this report, be noted.
- b) The 2013/14 budget amendments, as set out in the report, be approved; and
- c) The Deputy Chief Executive, be instructed to continue to work with budget managers, to maximise savings in 2013/14.

**5. Review Of The Information Governance And Security Policy And Associated Service Instructions**

(CFO/130/13)

Members considered Report CFO/130/13 of the Deputy Chief Fire Officer, concerning the 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.

Members Resolved that:

- a) The revised Policy and Services Instructions (attached as appendices A-F), be approved.
- b) The Service Instructions be subjected to the internal consultation process adopted for all Service Instructions.
- c) A future training session be arranged for Members, concerning internet and IT security.

6. **Exemption To Contract Standing Orders For Refurbishment Works At Fire Service Headquarters**

(CFO/131/13)

***This Minute 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**

(CFO/132/13)

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

Close

Date of next meeting Tuesday, 14 January 2014

Signed: \_\_\_\_\_

Date: \_\_\_\_\_