
CLEVELAND FIRE AUTHORITY

MINUTES OF ANNUAL MEETING

17 JUNE 2022



PRESENT:

CHAIR

Cllr Paul Kirton – Stockton on Tees Borough Council

HARTLEPOOL BOROUGH COUNCIL

Cllrs Ben Clayton, Angela Falconer, Leisa Smith

MIDDLESBROUGH COUNCIL

Cllrs Teresa Higgins, Naweed Hussain, Tom Mawston, Jon Rathmell

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Billy Ayre, Cliff Foggo, Mary Ovens

STOCKTON ON TEES BOROUGH COUNCIL

Cllrs Lynn Hall, Steve Matthews, Jean O'Donnell

AUTHORISED OFFICERS

Chief Fire Officer, Assistant Chief Fire Officer - Strategic Planning & Resources, Legal Adviser and Monitoring Officer, Treasurer

APOLOGIES:

Chief Fire Officer

Assistant Chief Fire Officer - Strategic Planning & Resources

Councillor Martin Fletcher - Redcar & Cleveland Borough Council

Councillor Luke Frost - Stockton-on-Tees Borough Council

1. INTRODUCTION

The Chair welcomed new Members Councillors Angela Falconer, Leisa Smith and Martin Fletcher to the Authority and placed on record thanks to Councillor Adam Brook from Redcar & Cleveland Borough Council and Councillors Tom Cassidy and Tim Fleming from Hartlepool Borough Council for their valued support and commitment to Cleveland Fire Authority.

2. APPOINTMENT OF CHAIR FOR THE ENSUING YEAR

The Legal Adviser and Monitoring Officer (LAMO) sought nominations for the position of Chair of Cleveland Fire Authority for 2022/23.

Councillors Paul Kirton and Lynn Hall were subsequently proposed and seconded. A vote was taken and Councillor Kirton received eight votes to Councillor Hall's six.

RESOLVED – that Councillor Paul Kirton be appointed Chair of Cleveland Fire Authority for 2022/23

3. DECLARATIONS OF MEMBERS INTEREST

It was noted no Declarations of Interests were submitted to the meeting.

4. APPOINTMENT OF THE VICE CHAIR FOR THE ENSUING YEAR

The Chair sought nominations for the position of Vice Chair of Cleveland Fire Authority for 2022/23. Councillors Jean O'Donnell and Lynn Hall were proposed and seconded with Councillor O'Donnell receiving eight votes to Councillor Hall's six.

RESOLVED – that Councillor Jean O'Donnell be appointed as Vice Chair of Cleveland Fire Authority for 2022/23.

5. MINUTES

RESOLVED – that the Minutes of proceedings of the Ordinary meeting of 25 March 2022 be confirmed.

6. MINUTES OF MEETINGS

RESOLVED - that the Minutes of the Executive Committee meeting on 20 May 2022 be confirmed.

7. COMMUNICATIONS RECEIVED BY THE CHAIR

- LGA - Green Book Pay
- Lord Greenhalgh – Safeguarding Checks for Fire & Rescue Service Staff

RESOLVED – that the communications be noted.

8. REPORT OF THE LEGAL ADVISER AND MONITORING OFFICER

8.1 Business Report 2022

The Legal Adviser & Monitoring Officer (LAMO) referred Members to The Constitution at Appendix A which included:

- | | |
|---|--|
| <ul style="list-style-type: none"> • CFA Membership 2022/23 • Calendar of Meetings 2022/23 • Terms of Reference • Scheme of Delegation • Financial Procedure Rules • Code of Corporate Governance | <ul style="list-style-type: none"> • Ethical Governance Framework • Standing Orders of the Authority • Regulation of Proceedings & Business • Contract Procedure Rules • Members Allowance Scheme |
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Voting took place on the nominations received for Committees and outside bodies. With the consensus of the Members present, it was agreed that the appointment of the Chair and Vice Chair for the Audit & Governance (A&G) Committee would take place at the initial committee meeting on 24 June 2022.

RESOLVED:-

- (i) **That the Constitution as outlined at paragraph 3 and Appendix A be approved.**
- (ii) **That Member appointments to committees and outside bodies (as nominated and outlined in the table below) be approved.**
- (iii) **That the appointment of the Chair and Vice Chair of the Audit Committee to take place at the initial meeting on 24 June 2022.**

EXECUTIVE COMMITTEE

LAB	KIRTON (Chair)	STOCKTON ON TEES
LAB	O'DONNELL (Vice Chair)	STOCKTON ON TEES
LAB	CLAYTON	HARTLEPOOL
LAB	HUSSAIN	MIDDLESBROUGH
CONS	HALL	STOCKTON ON TEES
MIG	MAWSTON	MIDDLESBROUGH
LIB DEM	OVENS	REDCAR & CLEVELAND

AUDIT AND GOVERNANCE COMMITTEE

LAB	AYRE	REDCAR & CLEVELAND
LAB	HIGGINS	MIDDLESBROUGH
CONS	FALCONER	HARTLEPOOL
CONS	MATTHEWS	STOCKTON ON TEES
CFAIG	FROST	STOCKTON ON TEES
CFAIG	RATHMELL	MIDDLESBROUGH
TIG	FLETCHER	REDCAR & CLEVELAND
CIG	FOGGO	REDCAR & CLEVELAND
PSF	SMITH	HARTLEPOOL

REPRESENTATIVES FOR OUTSIDE BODIES 2022/23

LGA FIRE COMMISSION REPRESENTATIVE	Cllr KIRTON
Substitute:	Cllr HALL
REDCAR & CLEVELAND COMMUNITY SAFETY PARTNERSHIP	Cllr AYRE
STOCKTON SAFER PARTNERSHIP REPN	Cllr KIRTON

8.2 Member Development Plan

The LAMO presented the Member Development Plan 2022/23, as detailed at Appendix 1 of the report, and informed Members that a Corporate Manslaughter development seminar had been arranged for 29 July 2022 at noon. All training needs should be directed to Bev Parker, Democratic and Administration Manager.

RESOLVED – that the Member Development Plan 2022/23, at Appendix 1, be approved.

9. REPORT OF THE CHIEF FIRE OFFICER

9.1 Service Plan 2022/23

The Assistant Chief Fire Officer – Community Protection (ACFO-CP) informed Members that the Service Plan 2022/23 containing the Authority's improvement priorities for the ensuing year, as agreed by Members on 25 March 2022, was now published.

The ACFO-CO outlined the key areas of the plan which included the Authority's vision; plans; priorities; finance; performance 2021/22 and opportunities for community feedback. He highlighted the successful prevention work carried out by the Brigade, reporting that Cleveland was the top performing Authority for delivering Safer Homes Visits in the country making the communities of Teesside safe in their homes. Councillor Ovens praised the Brigade for this achievement noting that onward referrals from Safer Homes Visits in Redcar & Cleveland was invaluable.

RESOLVED – That Members noted the Service Plan 2022/23 at Appendix 1.

9.2 Information Pack
9.2.1 Campaigns

RESOLVED – that the information pack be noted.

- 10. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006**
RESOLVED - “That Under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 3, 4 and 7 of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, namely information relating to any individual; information relating to the financial or business affairs of any particular person (including the authority) holding that information and namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority; namely information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.”
- 11. CONFIDENTIAL MINUTES**
RESOLVED – that the Confidential Minutes of proceedings of the Ordinary meeting of 25 March 2022 be confirmed.
- 12. CONFIDENTIAL MINUTES OF MEETINGS**
RESOLVED – that the Confidential Minutes of the Executive Committee on 20 May 2022 be confirmed.
- 13. CONFIDENTIAL REPORT OF THE CHIEF FIRE OFFICER**
13.1 Accident Investigation Report – Health and Safety Executive
Members received an update on the Accident Investigation.

COUNCILLOR PAUL KIRTON
CHAIR