
CLEVELAND FIRE AUTHORITY

MINUTES OF ANNUAL MEETING

5 JUNE 2026



PRESENT:

CHAIR

Cllr David Coupe – Middlesbrough Council

HARTLEPOOL BOROUGH COUNCIL

Cllrs Leisa Smith, Christine Wiley

MIDDLESBROUGH COUNCIL

Cllrs John Kabuye, Naweed Hussain

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Peter Chaney, Steve Kay, Mary Ovens, David Taylor

STOCKTON ON TEES BOROUGH COUNCIL

Cllrs Jim Beall, John Gardner, Stefan Houghton, Andrew Sherris, Mick Stoker

AUTHORISED OFFICERS

Interim Chief Fire Officer, Legal Adviser & Monitoring Officer, Treasurer,

ACFO - Director of Strategic Planning, People & Resources

Temporary ACFO - Director of Service Delivery

Assistant Director of Assets

Assistant Director of Governance & Assurance

APOLOGIES:

Councillor Chris Wallace – Hartlepool Borough Council

Councillor Dennis McCabe – Middlesbrough Council

1. APPOINTMENT OF CHAIR FOR THE ENSUING YEAR

The Legal Adviser and Monitoring Officer (LAMO) opened the meeting and welcomed new Members Councillors Leisa Smith and Christine Wiley from Hartlepool Borough Council. He sought nominations for the position of Chair of Cleveland Fire Authority for 2026/27

Councillor David Coupe was subsequently proposed and seconded. A vote was taken and Members voted unanimously in favour of Cllr Coupe.

RESOLVED – that Councillor David Coupe be appointed Chair of Cleveland Fire Authority for 2026/27.

2. DECLARATIONS OF MEMBERS INTEREST

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

3. APPOINTMENT OF THE VICE CHAIR FOR THE ENSUING YEAR

The Chair sought nominations for the position of Vice Chair of Cleveland Fire Authority for 2026/27. Councillor Peter Chaney was proposed and seconded. A vote was taken and Members unanimously voted in favour of Councillor Chaney.

RESOLVED – that Councillor Peter Chaney be appointed as Vice Chair of Cleveland Fire Authority for 2026/27.

4. MINUTES

RESOLVED – that the Minutes of proceedings of the Ordinary meeting of 27 March 2026 and Extraordinary meeting of 1 May 2026 be confirmed.

5. MINUTES OF MEETINGS

RESOLVED - that the Minutes of the Executive Committee meeting on 15 May 2026 and Executive (Appeals) Committee on 29 May 2026 be confirmed.

6. COMMUNICATIONS RECEIVED BY THE CHAIR

No communications were received by the Chair.

7. REPORT OF THE LEGAL ADVISER AND MONITORING OFFICER

7.1 Business Report 2026

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

- | | |
|--------------------------------|------------------------------------|
| • CFA Membership 2026/27 | • Ethical Governance Framework |
| • Calendar of Meetings 2026/27 | • Standing Orders of the Authority |
| • Terms of Reference | Regulation of Proceedings & |
| • Scheme of Delegation | Business |
| • Financial Procedure Rules | • Contract Procedure Rules |
| • Code of Corporate Governance | • Members Allowance Scheme |

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 Committee would take place at this Annual meeting and not at the initial committee meeting on 26 June 2026.

Appointment of Audit & Governance Committee Chair and Vice Chair

Nominations took place for the position of Chair of the Audit & Governance Committee. Councillor Jim Beall was subsequently proposed and seconded with Members voting unanimously in favour of Councillor Beall.

Nominations took place for the position of Vice Chair of the Audit & Governance Committee. Councillor Kay was subsequently proposed and seconded with Members voting unanimously in favour of Councillor Kay.

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.

EXECUTIVE COMMITTEE

CON	COUPE (CHAIR)	MIDDLESBROUGH
LAB	CHANEY (VICE CHAIR)	REDCAR & CLEVELAND
MICA	MCCABE	MIDDLESBROUGH
LIB DEM	OVENS	REDCAR & CLEVELAND
LAB	STOKER	STOCKTON ON TEES
CON	TAYLOR	REDCAR & CLEVELAND
LAB	WALLACE	HARTLEPOOL

7.1 Business Report 2026 cont.

AUDIT AND GOVERNANCE COMMITTEE

LAB	BEALL (CHAIR)	STOCKTON ON TEES
IND GRP	KAY (VICE CHAIR)	REDCAR & CLEVELAND
CON	GARDNER	STOCKTON ON TEES
CON	HOUGHTON	STOCKTON ON TEES
LAB	HUSSAIN	MIDDLESBROUGH
LAB	KABUYE	MIDDLESBROUGH
CON	SHERRIS	STOCKTON ON TEES
INDEPENDENT	SMITH	HARTLEPOOL
REFORM	WILEY	HARTLEPOOL

FPS LOCAL PENSION BOARD 2026/27

CON	COUPE	MIDDLESBROUGH
LAB	KABUYE	MIDDLESBROUGH
INDEPENDENT	SMITH	HARTLEPOOL
REFORM	WILEY (SUB)	HARTLEPOOL

REPRESENTATIVES FOR OUTSIDE BODIES 2026/27

LGA FIRE COMMISSION REPRESENTATIVE	COUPE
Substitute:	CHANEY
REDCAR & CLEVELAND COMMUNITY SAFETY PARTNERSHIP	TAYLOR
STOCKTON SAFER PARTNERSHIP REPN	SHERRIS

7.2 Member Development Plan

The LAMO presented the Member Development Plan 2026/27, as detailed at Appendix 1 of the report, and informed Members that any additional development needs should be directed to Louise Tindall, Executive Officer – Democratic Services.

RESOLVED – that the Member Development Plan 2026/27, at Appendix 1, be approved.

8. REPORTS OF THE CHIEF FIRE OFFICER

8.1 Strategic Induction - Presentation

The Interim Chief Fire Officer (ICFO) provided Members with a detailed strategic presentation which provided an up-to-date picture of the context in which Cleveland Fire Brigade (CFB) will operate locally, regionally and nationally over the next 4 years. This included:

- National Context – policy & funding
- Community Profile
- Purpose & Values
- Plans
 - Corporate Plan 2026-30
 - Community Risk Management Plan (CRMP) 2026-30
 - Service Plan 2026/27
 - Performance & Efficiency Report
 - Statement of Assurance
 - Strategic Assessment of Risk

8.1 Strategic Induction - Presentation cont.

- Finances
- Performance
- Incident Performance Overview
- Strategic Assessment of Risk
- Service Strategy – CRMP
- Service Delivery
 - People
 - Prevention
 - Protection
 - Response
 - Resources
 - Strategic Planning

The Chair thanked the ICFO for the presentation. Members asked if they could receive incident data by Ward area. The ACFO-SPPR agreed this could be included in the Audit & Governance Committee papers in future. Members also asked what was being done to address the increase in rural fires, particularly in the East Cleveland area. The Temporary ACFO – Service Delivery (TACFO-SD) acknowledged that this was an emerging risk and the Brigade had invested in new equipment and technology to ensure firefighters were well equipped to tackle wildfires. He added that they were also linked in to the NFCC nationally and with Northumberland FRS to ensure they had the latest data on rural fires.

Members asked how successful defibrillators were on appliances. The ICFO confirmed these were still on all appliances as well as in every station. They continued to be working very successfully and had been used in recent years to save an operational firefighters' life.

Members referred to the on-call firefighter recruitment and asked what challenges they faced. Officers confirmed that the national on-call model had been established in 1947 and was very much based on people living and working in the same area. Nationally, work was underway to explore alternative systems and CFB had representatives on national, regional and internal project groups to look at how this can be achieved. The ICFO confirmed that in Cleveland the on-call contracts had been changed to allow reduced hour contracts which had had a significant impact on availability.

Members sought assurance regarding inflation on the current budget. The Treasurer confirmed that while the current year should not be impacted the ongoing war in the Middle East was pushing inflation up although the full impact would not be known until later in the year and could potentially be higher than anticipated. The Treasurer added that the National Pay Offer had been received that week and would need to be considered by the unions which added to the uncertainty.

Members noted the increase in deliberate fires and asked how CFB was working with Cleveland Police to address these and whether it would utilise their off-road vehicles or drones. Officers confirmed that the Brigade has an Arson & Deliberate Fire Plan in place and an agreement to request the use of drones from Cleveland Polices if required, which was considered the most efficient way of accessing drones. CFB also has a dedicated wildfire vehicle and works with community safety partnerships, including local authorities and Police, to tackle deliberate fires.

8.1 Strategic Induction - Presentation cont.

Members highlighted two other key incident areas – road traffic collisions (RTCs) and call outs to Holme House Prison for fires that are usually out on arrival but nevertheless require a response.

The ICFO confirmed that the Brigade attended more RTC incidents than fires and prevention work was targeted in this area with a dedicated road safety officer visiting schools and colleges to deliver hard hitting presentations to students of driving age. Regarding Holme House Prison, the TACFO confirmed that CFB was working closely with the prison to break down those behaviours by educating some inmates about fatal fires.

Members asked whether the Brigade would get additional levy from the significant increase in new homes and how many extra 'higher band' houses would be required tip the scale. The Treasurer confirmed that the Authority would not benefit from Section 106 agreements and agreed to cost out how many higher band new homes would be required.

Members asked what opportunities there were to provide coordinated advocacy with other organisations to improve fire safety. Officers confirmed that there was significant work ongoing nationally and gave assurance that CFB was proactive in driving this forward.

RESOLVED - That the Strategic Induction presentation be noted.

8.2 Priorities 2026/27

The ACFO-SPPR presented the Service Plan 2026/27 which contained the priorities and actions arising from the CRMP 2026-2030 for delivery in year one.

Members were given assurance that the Plan would be published on the website and delivery of these priorities would be monitored via regular updates to the Executive Committee and performance scrutinised quarterly by the Audit & Governance Committee.

The ACFO-SPPR thanked the Assistant Director - Governance & Assurance (AD-G&A) for the significant work undertaken by her Team to ensure all actions were achievable and trackable moving forward.

RESOLVED – That the Service Plan 2026/27, detailed at Appendix 1, be approved and the arrangements to monitor delivery be noted.

8.3 Information Pack

8.2.1 Employer Circular

8.2.2 Campaigns

RESOLVED – that the information pack be noted.

9. ANY OTHER BUSINESS

9.1 WhatsApp Group

The Chair asked Members if they wished to establish a CFA WhatsApp group for the ICFO to share live updates on serious incidents. Members discussed difficulties accessing social media platforms on their council devices and that it would be helpful for this to be locked down so councillors cannot reply.

9.1 WhatsApp Group cont.

RESOLVED – Members agreed to consider joining a CFA WhatsApp group subject to having clear terms of reference.

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, 2, 3 and 4 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 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.”

11. CONFIDENTIAL MINUTES OF PROCEEDINGS

RESOLVED – That the Confidential Minutes of the Extraordinary Meeting on 1 May 2026 be confirmed.

12. CONFIDENTIAL MINUTES OF MEETINGS

RESOLVED – that the Confidential Minutes of the Executive Committee on 17 May 2025 be confirmed.

**COUNCILLOR DAVID COUPE
CHAIR**