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# CLEVELAND FIRE AUTHORITY

## MINUTES OF ANNUAL MEETING

6 JUNE 2025



**PRESENT:**

**CHAIR**

Cllr David Coupe – Middlesbrough Council

**HARTLEPOOL BOROUGH COUNCIL**

Cllrs Gary Allen, Bob Buchan, Christopher Wallace

**MIDDLESBROUGH COUNCIL**

Cllrs John Kabuye, Naweed Hussain, Dennis McCabe

**REDCAR & CLEVELAND BOROUGH COUNCIL**

Cllrs Peter Chaney, Mary Ovens, Steve Kay

**STOCKTON ON TEES BOROUGH COUNCIL**

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

**AUTHORISED OFFICERS**

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

ACFO - Director of Strategic Planning, People & Resources

ACFO - Director of Service Delivery

Area Manager – Assistant Director of Community Protection

Area Manager – Assistant Director of Prevention, Protection and Engagement

**APOLOGIES:**

Councillor David Taylor – Redcar & Cleveland Borough Council

**1. APPOINTMENT OF CHAIR FOR THE ENSUING YEAR**

The Legal Adviser and Monitoring Officer (LAMO) opened the meeting and sought nominations for the position of Chair of Cleveland Fire Authority for 2025/26.

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 2025/26.**

**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 2025/26. 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 2025/26.**

**4. MINUTES**

**RESOLVED – that the Minutes of proceedings of the Ordinary meeting of 28 March 2025 be confirmed.**

**5. MINUTES OF MEETINGS**

**RESOLVED - that the Minutes of the Executive Committee meeting on 16 May 2025 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 2025**

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

- CFA Membership 2025/26
- Ethical Governance Framework
- Calendar of Meetings 2025/26
- Standing Orders of the Authority
- Terms of Reference
- Regulation of Proceedings & Business
- Scheme of Delegation
- Contract Procedure Rules
- Financial Procedure Rules
- Members Allowance Scheme
- Code of Corporate Governance

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 27 June 2025.

Appointment of Audit & Governance Committee Chair and Vice Chair

Nominations took place for the position of Chair of the Audit & Governance Committee. Councillors Jim Beall and Steve Kay were subsequently proposed and seconded with Councillor Beall receiving eight votes to Councillor Kay's seven.

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
LAB	ALLEN	HARTLEPOOL
CON	BUCHAN	HARTLEPOOL
LIB DEM	OVENS	REDCAR & CLEVELAND
LAB	STOKER	STOCKTON ON TEES
CON	TAYLOR	REDCAR & CLEVELAND

**7.1 Business Report 2025 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
MICA	MCCABE	MIDDLESBROUGH
CON	SHERRIS	STOCKTON ON TEES
CON	WALLACE	HARTLEPOOL

**FPS LOCAL PENSION BOARD 2025/26**

CON	COUPE	HARTLEPOOL
LAB	KABUYE	MIDDLESBROUGH
LAB	STOKER	STOCKTON ON TEES
MICA	MCCABE	MIDDLESBROUGH

**REPRESENTATIVES FOR OUTSIDE BODIES 2025/26**

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

**7.2 Member Development Plan**

The LAMO presented the Member Development Plan 2025/26, as detailed at Appendix 1 of the report, and informed Members that a Code of Conduct development seminar had been arranged for 27 July 2025. All development needs should be directed to Louise Tindall, Executive Officer – Democratic Services.

**RESOLVED – that the Member Development Plan 2025/26, at Appendix 1, be approved.**

**8. REPORTS OF THE CHIEF FIRE OFFICER**

**8.1 HMICFRS Cleveland Fire Brigade Inspection Report 2023-25**

The Chief Fire Officer (CFO) presented the HMICFRS Third Round inspection outcome report which assessed the Brigade across 11 areas against five graded judgements ranging from outstanding, good, adequate, requires improvement or inadequate on each area.

The CFO reported that the Brigade scored Good in 4 areas, Adequate in 4 areas and Requires Improvement in 3 areas. No areas were considered Inadequate.

He acknowledged that there had been some negative press interest around claims of bullying and leadership issues and assured Members that these areas would be the focus for 2025/26 with work already underway to make improvements.

## 8.1 HMICFRS Cleveland Fire Brigade Inspection Report 2023-25 cont.

He recognised that the Brigade was on a journey of trust with staff to ensure openness and transparency and thanked the Assistant Chief Fire Officer – Strategic Planning & Resources (ACFO-SPR) for being instrumental in leading this.

The ACFO-SPR confirmed that they had already had positive feedback from staff and trade unions who recognised the cultural changes underway across the Brigade. She assured Members that the 16 areas for improvement highlighted in the report had been captured in an action plan and would be brought to the next Executive Committee meeting for Members to monitor the progress. Regular updates would also be made to the HMICFRS Portal which ensures the Brigade is making progress against its recommendations.

Councillor Allen congratulated officers for the ongoing work to address the areas highlighted for improvement and recognised clear changes in the Brigade over the past 12 months. He also asked for further details relating to the area for improvement relating to 'intelligence sharing'. The CFO gave assurances that referrals and safeguarding remained a priority with all operational crews trained to identify issues and respond accordingly. This has been further strengthened with the introduction of a new community safety software system.

Councillor Kay referred to the Brigade's fast response times and questioned whether quality was ever sacrificed for speed. The CFO reported that response times were one of a number of performance measures for the Brigade and he would never apologise for getting to an incident as quickly as possible.

### **RESOLVED:-**

- (i) **That Members noted the verbal update.**
- (ii) **That Members noted that an action plan capturing the 16 areas for improvement highlighted in Cleveland's HMICFRS Inspection Report 2023-25 be brought to the Executive Committee on 4 July 2025.**

## 8.2 Information Pack

8.2.1 Employer Circular

8.2.2 Campaigns

### Community Risk Management Plan (CRMP) 2026-30

The ACFO-DSPRR updated Members on the progress to date on the Authority's next iteration of the CRMP which will cover the period 2026-2030. This will follow a different approach by having a single service delivery strategy covering the four years which will replace the annual service plan.

She reported that staff workshops had been established for each of the five pillars (people, resource, prevention, protection and response) to ensure a clear vision. The pre-consultation survey will be launched on 9 June 2025 for four weeks and Members will be asked to link into their own networks and will receive a response update for each post code area in their Wards. A Special Executive Committee meeting will be held in late August to consider the first draft of the CRMP.

**RESOLVED – that the information pack be noted.**

9. **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 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.”
10. **CONFIDENTIAL MINUTES OF MEETINGS**  
**RESOLVED** – that the Confidential Minutes of the Executive Committee on 17 May 2025 be confirmed.

**COUNCILLOR DAVID COUPE**  
**CHAIR**