CLEVELAND FIRE AUTHORITY MEETINGS 2019/20

REPORT OF THE CLERK TO THE AUTHORITY

For Approval

1. PURPOSE OF REPORT

1.1 To seek Members considerations regarding the proposed schedule of Cleveland Fire Authority meetings for the municipal year of 2019/20 as outlined at paragraph 3.2.

2. RECOMMENDATIONS

2.1 That Members consider the criteria used in the establishment of the schedule of meetings as outlined at paragraph 3.1.

2.2 That Members approve the Cleveland Fire Authority meeting schedule for 2019/20 as outlined at paragraph 3.2.

3. INFORMATION

3.1 Members are asked to consider the following issues prior to approval of the 2019/20 Meeting Schedule:

- The time and day (Fridays) of CFA meetings
- The venue
- The frequency of meetings

3.2 The meeting schedule for 2019/20 aligns with the Authority's business planning calendar, ensuring Members receive the most current information. Meetings will commence at 2.00pm and are held at Cleveland Fire Brigade, Training & Administration Hub, Endeavour House, Queens Meadow Business Park, Hartlepool, TS25 5TH in Hartlepool. The proposed dates are as follows:-

7 June 2019 - Annual meeting
26 July 2019
18 October 2019
13 December 2019
14 February 2020
27 March 2020

3.3 The dates for the Authority's Committee meetings will be presented to the Annual meeting of the Authority on 7 June 2019.

KAREN WINTER
CLERK TO THE AUTHORITY