

CLEVELAND FIRE AUTHORITY ANNUAL MEETING



7 JUNE 2019 - 2.00PM

TRAINING & ADMINISTRATION HUB, ENDEAVOUR HOUSE, QUEENS MEADOW
BUSINESS PARK, HARTLEPOOL TS25 5TH

MEMBERS OF CLEVELAND FIRE AUTHORITY -

HARTLEPOOL : Councillors - Fleming, James, Thomas
MIDDLESBROUGH : Councillors - Higgins, Hussain, Rathmell, Waters
REDCAR & CLEVELAND : Councillors - Ayre, Brook, Cooney, Ovens
STOCKTON ON TEES : Councillors - Frost, Kirton, O'Donnell, Stephenson, Woodhead MBE

A G E N D A

1. APPOINTMENT OF CHAIR FOR THE ENSUING YEAR
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS INTEREST
4. APPOINTMENT OF VICE CHAIR FOR THE ENSUING YEAR
5. TO CONFIRM THE MINUTES OF PROCEEDINGS OF THE CLEVELAND FIRE AUTHORITY ORDINARY MEETING ON 29 MARCH 2019
6. TO CONFIRM THE MINUTES OF THE EXECUTIVE COMMITTEE MEETINGS ON 22 MARCH 2019 (APPOINTMENTS) AND 26 APRIL 2019
7. TO RECEIVE COMMUNICATIONS RECEIVED BY THE CHAIR
8. TO RECEIVE THE REPORT OF THE LEGAL ADVISER AND MONITORING OFFICER
 - 8.1 Business Report 2019/20
9. TO RECEIVE THE REPORT OF THE CHIEF FIRE OFFICER
 - 9.1 Strategic Induction – Presentation
 - 9.2 Information Pack

OFFICIAL

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A G E N D A

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10. ANY OTHER BUSINESS WHICH, IN THE OPINION OF THE CHAIR, SHOULD BE CONSIDERED AS A MATTER OF URGENCY
11. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006
Members are requested to pass the following resolution:-
“That under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 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 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.”
12. TO CONFIRM THE CONFIDENTIAL MINUTES OF PROCEEDINGS OF THE CLEVELAND FIRE AUTHORITY ORDINARY MEETING ON 29 MARCH 2019
13. TO CONFIRM THE CONFIDENTIAL MINUTES OF THE EXECUTIVE COMMITTEE MEETINGS ON 22 MARCH 2019 (APPOINTMENTS) AND 26 APRIL 2019
14. ANY OTHER CONFIDENTIAL BUSINESS WHICH, IN THE OPINION OF THE CHAIR, SHOULD BE CONSIDERED AS A MATTER OF URGENCY

**GUIDANCE NOTES FOR MEMBERS AND VISITORS
CLEVELAND FIRE AUTHORITY, TRAINING & ADMINISTRATION HUB,
ENDEAVOUR HOUSE, QUEENS MEADOW BUSINESS PARK, HARTLEPOOL**

Welcome to Cleveland Fire Authority

Please read these notes for your own safety

Fire Instructions

In the event of the fire alarm sounding, vacate the building following the green Fire Exit signs and go straight to the assembly point near the flagpole outside main reception

DO NOT USE THE LIFTS - DO NOT STOP TO COLLECT PERSONAL BELONGINGS

DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

Toilets

Male, Female and Toilets for people with disabilities are located on the main corridor to the Conference Suite

Accessibility/Special Requirements

Every effort has been made to make the building as accessible as possible for people with disabilities. There are disabled parking spaces next to main reception. However, should you need any further assistance or clarification please do not hesitate to contact the Democratic and Member Support Office who will endeavour to meet your requirements. There is a portable loop system available in the building, please inform the Member Support Team if you require this setting up

Parking

Parking is available in the Visitors Car Park, but if you have any special requirements, please do not hesitate to contact us

Security

All new Members are requested to report to the main reception where they will be asked to sign in and handed a visitors badge. All Members are asked to sign in at reception when visiting Endeavour House outside of the scheduled Authority meetings

Attendance Sheet

Please ensure you sign the attendance register at the Meeting

Refreshments

Tea and coffee are available in the conference rooms, if you have any special requirements, please do not hesitate to contact us

Contacts

Please do not hesitate to contact the Democratic and Member Support Office if you have any queries via cfa@clevelandfire.gov.uk or 01429 874008

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Louise Scrimshaw, Executive Assistant (01429 874008) lscrimshaw@clevelandfire.gov.uk
Suzanne Metcalfe, Executive Assistant (01429 874004) smetcalfe@clevelandfire.gov.uk

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