

PLEASE NOTE TIME OF MEETING

MEETING: ALLOCATIONS COMMITTEE

VENUE: Committee Room 4, County Hall, Northallerton

DATE: Friday, 23 June 2000 at 3.30 pm

Business

1. Minutes of the meeting held on 8 June 2000.
2. Allocation of seats on the Education and Libraries Services Scrutiny Committee.
3. Independent Members on Standards Committee.
4. Chairmanships and Vice-Chairmanships of Scrutiny Committees.
5. Outside Bodies appointments, including reporting back mechanisms.

STEPHEN KNIGHT
Head of Committee Services

County Hall
NORTHALLERTON

20 June 2000
SJK/AS

NOTES

(a) Coffee will be available in the Members' Room a quarter of an hour before the meeting. Will Members please help themselves.

(b) **EMERGENCY PROCEDURES FOR MEETINGS**

FIRE

The fire evacuation alarm is a continuous Klaxon. On hearing this you should leave the building by the nearest safe fire exit. From **Committee Room 3** this is the staircase outside Committee Room 3 or, if that is unsafe, the main entrance stairway. Once outside the building please proceed to the fire assembly point outside the main entrance

Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

An intermittent alarm indicates an emergency in nearby building. It is not necessary to evacuate the building but you should be ready for instructions from the Fire Warden.

If you discover a fire, you should sound the alarm and then dial 9-999 asking the Fire Brigade to come to the main County Hall Building, Northallerton. You should then dial 0 and inform the switchboard as to where the fire is.

There are alarm points at each end of the Committee Room corridor – and at the main stairway.

ACCIDENT OR ILLNESS

First Aid treatment can be obtained by telephoning Ex 2919 which is the Occupational Health and Safety Section.

Enquiries relating to this agenda please contact: Stephen Knight Ext:2101
Fax: 01609 780447 or e-mail committee@northyorks.gov.uk (or 0800 220617 after office hours)