



(1) MEMBERS OF THE AVON FIRE AUTHORITY

APPOINTMENTS COMMITTEE

Councillors Abraham, Barrett, Davies, Hale, Hoyt, Jackson and Lovell
(Cranney and Phipps)

(2) APPROPRIATE OFFICERS

(3) PRESS AND PUBLIC

Dear Member

You are invited to attend a meeting of the **APPOINTMENTS COMMITTEE** of the Avon Fire Authority to be held on Monday 16th November 2015 at 2.00pm. The meeting will be held in the Reception Meeting Room, Avon Fire and Rescue Service HQ, Temple Back, Bristol.

Car parking will be available in the Fire Station yard whereupon the security guard will allocate a car parking space. Please report to HQ main reception upon arrival.

The Agenda is set out overleaf.

Yours sincerely

Temporary Clerk to the Fire Authority

PROVIDING AVON FIRE & RESCUE SERVICE



Clerk to Avon Fire Authority
Avon Fire & Rescue Service Headquarters, Temple Back, Bristol BS1 6EU
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Working in partnership with the Gambia Fire & Rescue Service (GF&RS)

NOTES:

Inspection of Papers: Any person wishing to inspect Minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Lynette White, who is available by telephoning 0117 926 2061 ext. 233 or by visiting Avon Fire & Rescue Headquarters, Temple Back, Bristol (during normal office hours).

Attendance Register: Members should sign the Register which will be circulated at the meeting.

The appended supporting documents are identified by agenda item number.

Emergency Evacuation Procedure:

- The fire alarm or notification of any other threat is a continuous siren.
- In such cases Members must leave the building by the nearest exit.
- In the event of explosion or smoke where controlled evacuation is not possible, Members must follow fire exit signs.
- All corridors are lit with emergency lighting.
- The assembly point is situated between the entrance and exit barrier on Temple Street.

Code of Conduct – Declaration of Interests

Any Member in attendance who has a personal interest in any matter to be considered at this meeting must disclose the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A Member having a prejudicial interest must withdraw from the meeting room whilst the matter is considered.

Exempt items

Members' are reminded that any Exempt reports as circulated with the agenda for this meeting contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members' are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Clerk at the conclusion of the meeting for disposal.

A G E N D A

- 1 APPOINTMENT OF CHAIR**
- 2 APOLOGIES FOR ABSENCE** (Members are reminded that substitutes are permitted provided that the procedure set out in Standing Order 25 is followed)
- 3 EMERGENCY EVACUATION PROCEDURES** – The Chairman will draw attention to the emergency evacuation procedures as set out in Note 3 appearing on page 2 of this release.
- 4 MINUTES OF APPOINTMENTS COMMITTEE HELD ON 5 NOVEMBER 2015**
- 5 EXCLUSION OF PRESS AND PUBLIC** To resolve:

“That the public be excluded from the meeting during the following items of business on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public are present during these items there will be a disclosure to them of exempt information pursuant to Schedule 12a of the Local Government Act 1972 (as amended by the Local Authorities (Access to Information) (Exempt Information) (England) Order 2006).”

- 6 APPOINTMENT OF CLERK TO THE FIRE AUTHORITY**

To interview shortlisted Candidates and make an appointment.

AVON FIRE AUTHORITY

APPOINTMENTS COMMITTEE

5 NOVEMBER 2015

Present: Councillors Abraham, Barrett, Cranney, Davies, Jackson and Phipps.

1 APPOINTMENT OF CHAIR

RESOLVED, that Councillor Abraham be appointed Chair.

2 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Hale, Hoyt and Lovell with Councillors Phipps and Cranney substituting.

3 EMERGENCY EVACUATION PROCEDURES

The Chair drew attention to the emergency evacuation procedures as set out on the Agenda.

4 CODE OF CONDUCT – DECLARATION OF INTERESTS

The Chair drew attention to the requirements of the Code of Conduct as set out on the Agenda.

5 MINUTES OF THE APPOINTMENTS COMMITTEE HELD ON 27 NOVEMBER 2014

RESOLVED, that the Minutes be approved as a correct record and signed by the Chair.

6 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that the public be excluded from the meeting during the following item of business on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public are present during that item there will be disclosure to them of exempt information as defined in Section 100 I and Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

7 APPOINTMENT OF THE CLERK TO THE FIRE AUTHORITY

The Committee considered the applications received and details of the proposed appointments process.

RESOLVED that

- i) the shortlisted applicants be invited to attend for interview for the appointment.

ii) the appointment process be agreed.

The Independent Member, who was absent from this meeting, had agreed outside of the meeting with the shortlist.

The meeting concluded at 15.55 hrs

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Chair