7 February 2019

(1) MEMBERS OF THE AVON FIRE AUTHORITY

Councillors Ashe, Davis (Chair), Eddy, Phipps, Shelford and Williams.
1 Liberal Democrat vacancy

Quorum for the Meeting is 4.

(2) APPROPRIATE OFFICERS

(3) PRESS AND PUBLIC

Dear Member

You are invited to attend the meeting of the Performance Review and Scrutiny Committee originally scheduled for Friday 1 February 2019 which will now take place on Friday 15 February 2019 at 10.30am.

The meeting will be held in the Fire Conference Room, Police & Fire HQ, Valley Road, Portishead, Bristol, BS20 8JJ.

Parking is available on site.

Members should bring with them the papers sent for the original meeting.

Yours sincerely

Guy Goodman
Clerk to the Fire Authority

Providing Avon Fire & Rescue Service

Clerk to Avon Fire Authority
Police and Fire HQ, Valley Road, Portishead, Bristol BS20 8JJ
Telephone 0117 926 2061 Extension 231 Fax 0117 927 2908
the.clerk@avonfire.gov.uk

Working in partnership with the Gambia Fire & Rescue Service (GF&RS)
Notes

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

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.

Contact: for any queries about the Meeting please contact Democratic Services on 0117 926 2061 ext. 231; or by e mail at the.clerk@avonfire.gov.uk; or in person at Police and Fire HQ, Valley Road, Portishead, Bristol, BS20 8JJ (by appointment during normal office hours only).

Emergency Evacuation Procedures: these will be advised at the start of the Meeting.

Exempt Items: Members are reminded that any Exempt Reports as circulated with this Agenda 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.

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 Democratic Services as above.

Public Access: under Standing Order 21 and providing 2 clear working days’ notice has been given to the Clerk (the.clerk@avonfire.gov.uk) any resident or representative of a business or voluntary organisation operating in Bristol, South Gloucestershire, Bath and North East Somerset or North Somerset Council may address the Fire Authority or one of its Committees (for no more than 5 minutes) to present a petition, make a statement, or as leader of a deputation. There is a time limit of 30 minutes for Public Access.

Reports: reports are identified by the relevant agenda item number.

Substitutes (for Committees only): notification of substitutes should have been received from Group Leaders by the Clerk prior to the meeting.
AGENDA

1. Apologies for Absence
2. Emergency Evacuation Procedures
3. Declaration of Interests
4. Chair’s Business
5. Minutes of the Meeting of the Performance Review and Scrutiny Committee held on 12 October 2018
6. Public Access
7. Performance Report
8. Improvement Programme – recommendations from the Improvement Working Group
9. Improvement Programme – Peer Review Feedback (verbal)
11. Cadcorp Demonstration
12. New Constitution – referral from the Fire Authority (verbal)
13. Date of Next Meeting – NEW DATE & VENUE: Thursday 14 March 2019 (1.30pm) at Bath Fire Station. This replaces the meeting originally scheduled for 5 April 2019.