



7 September 2021

(1) MEMBERS OF THE AVON FIRE AUTHORITY

Cllrs A Brown, Jacobs, Massey (Chair) and Tucker

(2) APPROPRIATE OFFICERS

(3) PRESS AND PUBLIC

Dear Member

You are invited to attend a meeting of the **People and Culture Committee** to be held on **Wednesday 15 September 2021** commencing at **09.00am**.

The meeting will be held in the **Severn Park Fire and Rescue Training Centre, Smoke Lane, Avonmouth, Bristol, BS11 0YA**. Parking is available on site.

You are also invited to attend a further meeting of the **People and Culture Committee** to be held on **Friday 17 September 2021** commencing at **09.00am**.

The meeting will be held in the **Main Conference Room, Admin Building, Police & Fire Headquarters, Valley Road, Portishead, BS20 8JJ**. Parking is available on site.

In order to ensure COVID-19 guidance is adhered to risk assessments have been undertaken for live meetings to identify, and put in place, the measures required ensuring that meetings take place safely. Further information is available on our website www.avonfire.gov.uk and from Democratic Services.

The agenda is set out overleaf.

Yours sincerely

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

Notes

Attendance Register: Attendance will be recorded by the Democratic Services Assistant and recorded within the Minutes of 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 or meeting 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 if appropriate.

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.

A G E N D A (P & C 15 and 17.09.21)

- 1. Apologies for Absence**
- 2. Emergency Evacuation Procedures**
- 3. Declaration of Interests**
- 4. Chair's Business**
- 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 they contained exempt information pursuant to Schedule 12A, Part I of the Local Government Act 1972 and that in accordance with Schedule 12A, Part II, paragraph 10 of the Local Government Act 1972 the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

- 6. Interviews for the role of Assistant Chief Fire Officer**