



1 October 2020

(1) MEMBERS OF THE AVON FIRE AUTHORITY

Councillors J Ashe, S Bromley, N Butters, D Davies, T Davis, R Eddy, P Goggin, B Hopkinson, R Jacobs, C Johnson, T Jones, S Khan, C Lake, B Massey, A Monk, P Myers, R Payne, C Phipps, R Tucker and C Windows

(2) APPROPRIATE OFFICERS

(3) PRESS AND PUBLIC

Dear Member

You are invited to attend an Extraordinary Meeting of the **Avon Fire Authority** to be held on **9 October 2020 commencing at 3.00pm.**

The meeting will be held using a virtual facility called Zoom and joining instructions have been provided.

The Agenda is set out overleaf.

Please note this meeting will be video recorded and published on our YouTube channel (see the Notes on the next page).

Yours sincerely

David Daycock
Deputy Clerk to the Fire Authority

PROVIDING AVON FIRE & RESCUE SERVICE



Clerk to Avon Fire Authority
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the.clerk@avonfire.gov.uk



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.

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 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 Deputy 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 on 0117 926 2061 ext. 231 or at Police and Fire HQ, Valley Road, Portishead, Bristol, BS20 8JJ but only by appointment and during normal office hours.

Privacy Notice: the public part of the meeting will be recorded and uploaded to our [YouTube channel](#) so the public can view our decision-making. Images and voice recordings are considered personal information which we process for the purpose of fulfilling a public task (openness and transparency of decision-making) within Article 6(1) (e) of the General Data Protection Regulation (GDPR). If you have any queries about this then please contact Democratic Services as above. Our full Privacy Notice can be found on our website at <https://www.avonfire.gov.uk/privacy-and-cookies>

Public Access: under Standing Order 21 and providing 2 clear working days' notice has been given to the Deputy 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.

Public Access Statements will not be able to be presented at the meeting by the author but will be received by Members and published along with the minutes of the meeting. 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 Deputy Clerk prior to the meeting.

AGENDA

- 1. Apologies for Absence**
- 2. Emergency Evacuation Procedures**
- 3. Declaration of Interests**
- 4. Chair's Business**
- 5. Public Access**
- 6. Exclusion of the 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.

- 7. IT Infrastructure Improvement**
- 8. Date of next Meeting – Wednesday 16 December 2020**