

Public Document Pack



Democratic Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Fax: (01304) 872453
DX: 6312
Minicom: (01304) 820115
Website: www.dover.gov.uk
e-mail: democraticservices@dover.gov.uk

7 August 2020

Dear Councillor

NOTICE OF INTENTION TO HOLD A CABINET MEETING (OR PARTS OF IT) IN PRIVATE

Please find attached notification that part of the Cabinet meeting to be held remotely on 7 September 2020 will be held in private, as required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

A handwritten signature in blue ink that reads "Kate Batty-Smith". Below the signature is a short horizontal line.

Democratic Services Officer

ENCL

1 **NOTICE OF EXEMPT CABINET MEETING** (Page 2)



DEMOCRATIC SUPPORT SECTION ONLY	
Notice No:	_____
Publication Date:	<u>07/08/20</u>

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice of Intention to Hold a Cabinet Meeting (or parts of it) in Private

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 came into force on 10 September 2012. These prescribe that 28 clear days' notice must be given by a decision-making body where it intends to hold the whole or part of a meeting in private because confidential or exempt information would otherwise be disclosed. Members of the press and public will be excluded from the meeting during consideration of these items.

NOTICE is hereby given that the Cabinet of Dover District Council intends to hold the meeting (or parts of the meeting), of which particulars are given below, in private for the reasons set out below.

A. Date of Cabinet meeting and agenda item(s)

7 September 2020 (virtual meeting)

This is a scheduled meeting. The press and public will be excluded during consideration of the following exempt agenda items:

- Staff Resource Requirement to Support Affordable Housing Delivery
- Award of Communal Cleaning Contract

B: Reasons why the meeting (or parts of it) will be held in private

These reports will be considered in private because they contain information which is exempt under paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part 1 of Schedule 12A of the Local Government Act 1972.

Representations may be made by any person to the Cabinet stating why the meeting (or parts of it) should be held in public. Please submit these in writing to democraticservices@dover.gov.uk or Democratic Services, Council Offices, White Cliffs Business Park, Whitfield, Dover, Kent CT16 3PJ by Monday 24 August 2020.