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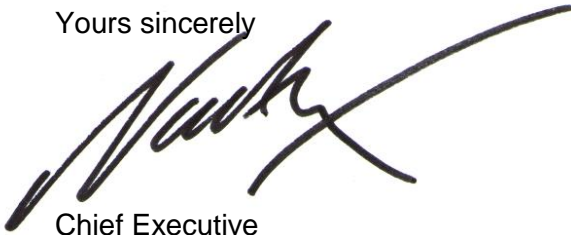
21 July 2021

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **APPOINTMENTS COMMITTEE** will be held in the HMS Brave Room at these Offices on Thursday 29 July 2021 at 6.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Rebecca Brough on 01304 872304 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely



Chief Executive

Appointments Committee Membership:

T J Bartlett
S H Beer
K Mills
C A Vinson
Vacancy

AGENDA

1 **APOLOGIES** (Page 4)

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS** (Page 5)

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 6)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **MINUTES** (Page 7)

To confirm the Minutes of the meeting of the Committee held on 13 July 2021 (to follow).

5 **EXCLUSION OF THE PRESS AND PUBLIC** (Pages 8 - 10)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

6 **TRAINING** (Page 11)

To receive an update from the Chief Executive.

7 **UPDATE FROM BERWICKS AND SHORTLISTING EXERCISE** (Page 12)

To receive an update and to consider the report from Berwicks.

This has been circulated separately to the members of the Appointments Committee.

8 **INTERVIEW ARRANGEMENTS** (Page 13)

To receive an update from the Chief Executive.

9 **DRAFT INTERVIEW QUESTIONS** (Page 14)

To consider the report of the Chief Executive (to follow).

10 **DRAFT WRITTEN EXERCISE** (Page 15)

To consider the report of the Chief Executive (to follow).

11 **ANY OTHER INTERVIEW TOOLS REQUIRED** (Page 16)

To receive an update from the Chief Executive.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.

- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact , , telephone: or email: democraticservices@dover.gov.uk for details.

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