

# INFORMAL MEETING OF THE APPOINTMENTS COMMITTEE

## AGENDA

This informal meeting will be held virtually on Thursday 31<sup>st</sup> March 2022 at 2pm.

Invitations for this informal meeting have been sent by email separately to Members

[www.braintree.gov.uk](http://www.braintree.gov.uk)

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**Members of the Appointments Committee are requested to attend this informal meeting to transact the business set out in the Agenda.**

### **Membership\*:-**

Councillor James Abbott  
Councillor Graham Butland (Chairman)  
Councillor Tom Cunningham  
Councillor David Mann

Councillor Mrs Gabrielle Spray  
Councillor Mick Radley  
Councillor Richard van Dulken

\*Please note that the membership of this Appointments Committee is subject to the approval of Full Council on 28<sup>th</sup> March 2022.

Members unable to attend the meeting are requested to forward their apologies for absence by email to Penny Phillips, HR Business Partner at [penny.phillips@braintree.gov.uk](mailto:penny.phillips@braintree.gov.uk) by 12noon on 30<sup>th</sup> March 2022.

Enquiries regarding the arrangements for this informal meeting of the Appointments Committee should be directed to Penny Phillips.

Andy Wright  
Chief Executive

## **Informal Meeting – Business Items**

### **1 Apologies for Absence**

To receive apologies from the Members of the Appointment Committee.

Members are reminded that this is an informal meeting and is not required to be quorate to proceed. For formal meetings of the Appointments Committee at least 3 Members must be in attendance.

### **2 Declarations of Interest**

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.

### **3 Recruitment Process for the post of Chief Executive (Head of Paid Service).**

Members of the Appointments Committee to receive an outline of the recruitment process for the post of Chief Executive (Head of Paid Services) including key recruitment documentation.

The documents for this item will be circulated to Members in advance of the meeting.

End of Business items.