

Your ref
Our ref
Ask for Wendy Johnson
Email Wendy.johnson@lichfielddc.gov.uk



District Council House, Frog Lane
Lichfield, Staffordshire WS136YU

Customer Services 01543 308000
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Monday, 24 June 2019

Dear Sir/Madam

ASSESSMENT SUB-COMMITTEE

A meeting of the Assessment Sub-Committee has been arranged to take place **MONDAY, 1ST JULY, 2019 at 2.00 PM IN THE CONFERENCE ROOM**, District Council House, Lichfield to consider the following business.

Access to the Conference Room is via the main reception.

Notes to the Committee Members and the Committee's Adviser:-

Please arrive 15 minutes before the start time.

Notes to all other parties:-

Please ask for Wendy Johnson on arrival at the main reception of the District Council Offices, Frog Lane, Lichfield.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Neil Turner', written in a cursive style.

Neil Turner BSc (Hons) MSc
Director of Transformation & Resources

To: Members of Assessment Sub-Committee

Councillors Greatorex, Ho, Norman, Spruce, White and Mr Ray Betteridge,
Independent Person



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AGENDA

1. Appointment of Chairman
2. **Exclusion of Press and Public**

RESOLVED: "That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972"

IN PRIVATE

3. Declarations of Interest
4. **Hearing**

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Documents included:-

1. Lichfield District Council's Code of Conduct
2. Complaint
3. Initial Assessment Report
4. Investigation Report including evidence
5. Guidance Notes and Procedure for hearing

