COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
(1) Topic (one sentence description of the decision being sought) **(2) Who will take Decision** **(3) Give Date or Period within which Decision is to be taken** **(4) Directorate Contact** ✉ ☎	**(5) Principal Groups/Organisations to be Consulted before Decision is made** **(6) Method of Consultation**	**(7) Name of person(s) to whom representations can be made** ✉ ☎ **(8) When should they be made by (closing date)**	**(9) List background documents submitted to Cabinet/Cabinet Member(s) in respect of the Decision. Is this information unrestricted or exempt** **(10) Date first entered in Notice**
KEY 9/18/19 (1) To seek Cabinet approval for public consultation on the draft Sandwich Walled Town Conservation Area Appraisal (2) Cabinet (3) Dates to be confirmed (4) Alison Cummings, Principal Heritage Officer, ext. 42464	(5) Statutory organisations, public, private and voluntary sector organisations (6) This will be undertaken in accordance with the requirements of the Statement of Community Involvement	(7) Mike Ebbs, Head of Regeneration and Development, extension 42472 (8) To be confirmed	(9) Reports to Cabinet. (10) 4 August 2017

Brief Details of Item:
(Please provide information about the contents of this item and the reason for decision.)

The Council has a duty under the Planning (Listed Buildings and Conservation Areas) Act 1990 to review its conservation areas 'from time to time'. The Dover District Heritage Strategy has recognised that most of the district's conservation areas do not have an approved character appraisal, and it recommends that the Council should encourage local community groups to carry out such appraisals in conjunction with the Council.

A draft conservation area character appraisal has been prepared for the Sandwich Walled Town Conservation Area, and Cabinet's agreement is now sought to carry out a formal public consultation exercise on the draft document. The results of the consultation exercise will be reported back to Cabinet.

Deadline for Item:
(Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)

Cabinet agrees that the draft Sandwich Walled Town Conservation Area Appraisal be published for public consultation – To be confirmed
Cabinet considers results of public consultation and decides whether to adopt the Appraisal – To be confirmed