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Dear Councillor

ARRANGEMENTS MADE BY THE LEADER OF THE COUNCIL FOR THE DISCHARGE OF EXECUTIVE FUNCTIONS

Please find attached details of an amendment to the Scheme of Officer Delegations made by the Leader of the Council relating to the exercise of powers and functions in relation to redress schemes for lettings agency and property management work.

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

Yours sincerely

Democratic Support Officer

ENCL

1 **AMENDMENT TO SCHEME OF OFFICER DELEGATIONS - REDRESS SCHEMES FOR LETTINGS AND PROPERTY MANAGEMENT** (Pages 2 - 3)