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23 September 2020

Dear Councillor

**NOTICE OF DELEGATED DECISION – (DD06 20) SURRENDER OF OFFICE SPACE AT DOVER DISTRICT COUNCIL'S OFFICES BY EAST KENT HOUSING LIMITED**

Please find attached details of a decision taken by Mr Mike Davis, Strategic Director (Corporate Resources), to enter into an agreement with East Kent Housing Ltd in relation to the surrender of office space at the Council's offices at Whitfield.

As a non-Key Officer Decision, call-in does not apply (paragraph 18(a) of Part 4 (Rules of Procedure) of the Constitution).

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

Democratic Services Officer

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