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5 August 2022

Dear Councillor

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

Please find attached a decision notice regarding amendments made to the Scheme of Officer Delegations by the Leader of the Council in relation to granting delegated authority to the Head of Assets and Building Control to enable the Council to carry out the powers and duties of the Council in respect of reporting on and the taking of energy conservation measures and any duties in respect of energy company obligation measures.

Members of the public who require further information are asked to contact Kate Batty-Smith, Democratic Services Officer 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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1 **ARRANGEMENTS MADE BY THE LEADER OF THE COUNCIL FOR THE DISCHARGE OF EXECUTIVE FUNCTIONS** (Pages 2 - 3)