



Democratic Services  
White Cliffs Business Park  
Dover  
Kent CT16 3PJ

Telephone: (01304) 821199  
Fax: (01304) 872453  
DX: 6312  
Minicom: (01304) 820115  
Website: [www.dover.gov.uk](http://www.dover.gov.uk)  
e-mail: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)

23 January 2023

Dear Councillor

**NOTICE OF DELEGATED DECISION – (DD34 22) AWARD OF CONTRACT FOR 'CONFIRM' SYSTEM UPGRADE**

Please find attached details of a decision taken by Mr Brinley Hill, Head of Transformation, to award a contract in relation to upgrading the software system used by the Council's Parks and Open Spaces team.

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 Democratic Services on 01304 872303 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

Democratic Services Officer

ENCL

1 **NOTICE OF DELEGATED DECISION - (DD34 22) AWARD OF CONTRACT FOR 'CONFIRM' SYSTEM UPGRADE** (Pages 2-5)