

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 (include e-mail and telephone)	(5) Principal Groups/Organisations to be consulted before decision is made (6) Method of consultation (external only [if applicable])	(7) Name of person(s) to whom representations can be made (e-mail/telephone) (8) When should they be made by (closing date)	(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision (10) Is this information unrestricted or exempt? (11) Date first entered in Notice
KEY 30/19/20  (1) Parking Charges Review  (2) Cabinet  (3) 13 January 2020  (4) Rubena Hafizi, Transport & Parking Services Manager - E-mail: <a href="mailto:rubena.hafizi@dover.gov.uk">rubena.hafizi@dover.gov.uk</a> ; 01304 872046	(5) Not applicable.  (6) Not applicable.	(7) Rubena Hafizi, Transport & Parking Services Manager - E-mail: <a href="mailto:rubena.hafizi@dover.gov.uk">rubena.hafizi@dover.gov.uk</a> ; 01304 872046  (8) 6 January 2020	(9) Report to Cabinet (unrestricted)  (10) 6 December 2019
<b>Brief Details of Item:</b> (Please provide information about the contents of this item and the reason for decision.)  The Council agreed in 2011 that parking charges should be reviewed on an annual basis. The report will seek to present the outcome of that review for a decision.			
<b>Deadline for Item:</b> (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)  A decision is required to enable budget forecasts to be confirmed			