

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 32/19/20 (1) To extend the contract with Wrekin Windows by one year (2) Cabinet (3) 13 January 2020 (4) Anthony Wallner - anthony.wallner@eastkenthousing.org.uk ; 07771 973769	(5) Not applicable. (6) Not applicable.	(7) Anthony Wallner - anthony.wallner@eastkenthousing.org.uk ; 07771 973769 (8) 18 December 2019	(9) Report to Cabinet (10) Exempt (11) 6 December 2019
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) To exercise an option under the contract with Wrekin Windows to extend it for one year. The contract was originally awarded following a competitive tendering exercise which involved all four district Councils. The extension provision was allowed for within the original tender and subsequent tender. The contract is for the replacement of uPVC windows and doors and related works required to properties within the Council's Housing Revenue Account housing stock as identified by Stock Condition Data and verified by East Kent Housing Surveyors.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) 14 February 2020 - This is in order to provide confirmation of the position to the contractor and its staff.			