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 33/19/20	(5) Not applicable.	(7) Mark Chandler-Bird –	(9) Report to Cabinet
(1) To agree a variation to the extension	(6) Not applicable.	mark.chandler- bird@eastkenthousing.org.uk; 07481	(10) Exempt
provisions in the existing contract with Mears.		774157	(11) 6 December 2019
(2) Cabinet		(8) 18 December 2019	
(3) 13 January 2020			
(4) Mark Chandler-Bird – mark.chandler-bird@eastkenthousing.org.uk; 07481 774157			

Brief Details of Item:

(Please provide information about the contents of this item and the reason for decision.)

To agree a variation to the extension provisions in the existing contract. Following negotiations between East Kent Housing (EKH), DDC and Mears, to allow a 3-year plus 2-year contract extension and break clause with 12 months' notice from the end of year 2.

The contract is for the repair and maintenance of properties within the Council's Housing Revenue Account housing stock as identified within the specification and reporting from residents/EKH.

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.