

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 35/19/20 (1) Acquisition of site for affordable housing and budget for feasibility works. (2) Cabinet or Portfolio Holder (to be confirmed) (3) 2 March 2019 (to be confirmed) (4) Rachel Collins, Housing Development Manager - Rachel.collins@dover.gov.uk ; 01304 872254	(5) Not applicable. (6) Not applicable.	(7) Rachel Collins - Rachel.collins@dover.gov.uk ; 01304 872254 (8) 30 January 2020	(9) Cabinet report and Section 106 agreement – Grove Rd, Preston dated 5 March 2015 (10) Exempt (11) 3 January 2020
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) Approval is sought for the acquisition of a site at Grove Road, Preston for the development of affordable housing, and for a budget to undertake feasibility works.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) 2 March 2019 (to be confirmed) – non-statutory			