

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 31/20/21 (1) Approval of Kearsney Abbey Contingency Fund use. (2) Cabinet (3) 12 April 2021 (4) Jenny Coller, Parks and Open Space Kearsney Park Project Manager Jennifer.Coller@Dover.gov.uk 07528 360 922	(5) DDC (6) Report	(7) Jenny Coller, Parks and Open Space. Kearsney Park Project Manager Jennifer.Coller@Dover.gov.uk 07528 360 922 (8) April 2021	(9) Cabinet report (10) Unrestricted (11) 12 March 2021
Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.) Request is for approval to cover the final project costs to facilitate the project completion, and the report outlines the reasons for the extra costs due to contractor delays, and additional works to listed building fabric and landscape due to ground conditions and ecology and contractor workmanship issues. Contingency for Kearsney Abbey and Russell Gardens was included in the current Medium-Term Financial Plan £250k and £100k general/generic contingency.			
Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.) April 2021 – Proposed Final Accounts due to be paid to contractors.			