| COLUMN 1  | COLUMN 2   | COLUMN 3   | COLUMN 4  |
|---|--|--|---|
| <ol> <li>Topic (one sentence description of the decision being sought)</li> <li>Who will take decision</li> <li>Give date or period within which decision is to be taken</li> <li>Directorate contact (include e-mail and telephone)</li> </ol> | <ul> <li>(5) Principal Groups/Organisations<br/>to be consulted before decision<br/>is made</li> <li>(6) Method of consultation (external<br/>only [if applicable])</li> </ul> | <ul> <li>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</li> <li>(8) When should they be made by (closing date)</li> </ul> | <ul> <li>(9) List background documents<br/>submitted to Cabinet/Cabinet<br/>Member in respect of the decision</li> <li>(10) Is this information unrestricted or<br/>exempt?</li> <li>(11) Date first entered in Notice</li> </ul> |
| KEY 37/20/21  | (5) Not applicable   | (7) Lucy Manzano, Head of<br>Port Health & Public Protection   | (9) Report to Cabinet (restricted)  |
| (1) Award of contract for the provision of Portal Official Veterinarian (OV) Services   | (6) Not applicable   | Lucy.manzano@dover.gov.uk<br>07717 832405  | (10) Exempt   |
| (2) Cabinet   |  | (8) Not applicable   | (11) 9 April 2021   |
| (3) 17 May 2021   |  |  |   |
| (4) Lucy Manzano, Head of Port Health &<br>Public Protection<br>Lucy.manzano@dover.gov.uk<br>07717 832405   |  |  |   |

## Brief Details of Item:

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

To agree the award for the provision of Portal Official Veterinarian (OV) Services which is due to commence 1<sup>st</sup> July 2021 to conduct statutory checks on Products of Animal Origin that are imported through Dover Port Health Authority.

## Deadline for Item:

(Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)

Statutory - Cabinet approval will be needed following the evaluation of the tender submissions for the provision of Portal Official Veterinarian (OV) Services contract in order to ensure that mobilisation can be met for July 2021.