

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 36/21/22</p> <p>(1) Approval of 'First Homes' Sales and Resales Policy</p> <p>(2) Cabinet</p> <p>(3) 7 March 2022</p> <p>(4) Mike Davis, Strategic Director (Corporate Resources) - Mike.Davis@dover.gov.uk; 01304 872107</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Perry DeSouza, Housing Policy Officer (perry.desouza@dover.gov.uk) & Rachel Collins, Housing Development Manager (Rachel.collins@dover.gov.uk)</p> <p>(8) 11 February 2022</p>	<p>(9) Report to Cabinet and attached appendices</p> <p>(10) Unrestricted</p> <p>(11) 28 January 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>The 'First Homes' Sales and Resales Policy has been written to fulfil the Council's statutory obligations with regards to the administrative duties required of local authorities during the sale, resale and letting process for properties sold through the 'First Homes' scheme.</p> <p>The report seeks approval for the use of the policy which will allow staff members to carry out these administrative duties in a competent and compliant manner. It is likely, as the 'First Homes' scheme progresses, that future amendments will be required to this document, and therefore a request has been made for future amendments to be agreed by delegated approval.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>The 'First Homes' scheme is currently active and, pending Cabinet approval, the policy would be active from March 2022.</p>			