COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
 Topic (one sentence description of the decision being sought) Who will take decision Give date or period within which decision is to be taken 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 28/23/24	(5) Internal consultation: Legal,	(7) Rachel Collins, Head of	(9)
(1) Cabinet to approve and adopt the updated version of the Shared Ownership Policy	Property Services, Housing Services, Accounts.	Housing - Rachel.collins@dover.gov.uk; 01304 872254	Cabinet Report Shared Ownership Policy (Draft)
(2) Cabinet	(6) Not applicable.	Perry DeSouza, Housing Policy Officer -	Equality Impact Assessment
(3) 5 February 2024		Perry.desouza@dover.gov.uk; 01304 872137	(10) Unrestricted
			(11) 15 December 2023
(4) Mike Davis, Strategic Director (Finance & Housing) - Mike.davis@dover.gov.uk; 01304 872107		(8) 12 January 2024	
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Brief Details of Item:

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

The Government made some operational and financial changes in early 2023 regarding the shared ownership scheme and the Capital Funding Guide, and therefore, to take account of these changes, the Council's current Shared Ownership Policy must be renewed to reflect current guidelines.

Deadline for Item:

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

Once the policy has been approved, it can be adopted immediately.