CABINET-IN-CONFIDENCE

**MATTERS FOR CABINET TO NOTE**

|  |  |
| --- | --- |
| **Department** | <Name of agency submitting matter> |
| **Responsible Minister** | <Name of responsible Minister> |

|  |
| --- |
| **Description of Matter including timing and public presentation** |
| **Title** |
|          |
| Head of Power (if applicable) |

|  |  |
| --- | --- |
| *<Signed>*  **Director-General**  **<Department Name>**  **<date>** | *<Signed>*  **<Minister Name>**  **<Minister Title>**  **<date>** |