

**Chief Officer Confirmation of Report Submission  
Cabinet Member Confirmation of Briefing**

Report for: Mayor  Mayor and Cabinet  Mayor and Cabinet (Contracts)  Executive Director

Information  Part 1  Part 2  Key Decision

Date of Meeting | 11<sup>th</sup> September 2013

Title of Report | Variation to the Instrument of Government for the Governing Body of Myatt Garden Primary School

Originator of Report | Sue Tipler | Ext. 46142

At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources		X
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		X
Environmental Implications		X
Equality Implications/Impact Assessment (as appropriate)	√	
Confirmed Adherence to Budget & Policy Framework		
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed: \_\_\_\_\_ Executive Member

*Helen Khin*

Date: 2<sup>nd</sup> September 2013

Signed: \_\_\_\_\_ Executive Director

*Sue Tipler*

Date : 30<sup>th</sup> August 2013

**Control Record by Committee Support**

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	