

**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 25<sup>th</sup> June 2014

Title of Report Making of Instrument of Government  
 The Governing Body of The Brindishe Federation  
 (including Lee Manor School name change to Brindishe  
 Manor Primary School)

Originator of Report Sue Tipler Ext. 46162

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		X
Risk Assessment Comments (as appropriate)		X
Reason for Urgency (as appropriate)		X

Signed: Executive Member



Date: 13<sup>th</sup> June 2014

Signed: Executive Director



Date: 11<sup>th</sup> June 2014

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	