

**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

<input type="checkbox"/>
X
<input type="checkbox"/>
<input type="checkbox"/>
X

Date of Meeting	25 th March 2015
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Title of Report	Annual Lettings Plan 2015/16
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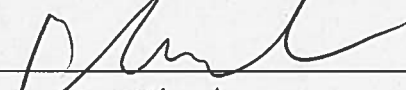
Originator of Report	Genevieve Macklin	Ext. 43603
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 18/3/2015

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	