

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

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|--------------------|--|-------------------------------------|
| Report for: | Mayor | <input type="checkbox"/> |
| | Mayor and Cabinet | <input checked="" type="checkbox"/> |
| | Mayor and Cabinet (Contracts) | <input type="checkbox"/> |
| | Executive Director | <input type="checkbox"/> |
| Information | <input type="checkbox"/> Part 1 | <input checked="" type="checkbox"/> |
| | <input type="checkbox"/> Part 2 | <input type="checkbox"/> |
| | Key Decision | <input checked="" type="checkbox"/> |

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|------------------------|-------------------------------|
| Date of Meeting | 7 th December 2016 |
|------------------------|-------------------------------|

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|------------------------|---------------------------|
| Title of Report | Allocations Policy Review |
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| Originator of Report | Genevieve Macklin | Ext. 46057 |
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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: 28.11.2016

Signed:  Director/Head of Service

Date 28.11.2016

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 | |