

**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	6 th December 2017	
Title of Report	Council Tax Reductions	
Originator of Report	Ralph Wilkinson	Ext. 46040

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: _____ 15/11/2017 _____



Signed: _____ Director/Head of Service

Date _____ 20/11/2017 _____

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	
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