



### Report Clearance Check List

All reports for Cabinet and Council must be accompanied by a copy of this sign off sheet which must be fully completed and provided to Democratic Services, together with approval emails, in accordance with the report clearance deadlines (available on the Portal). Any reports received by Democratic Services which do not have all sections completed will be returned to the officer.

**Meeting:** CABINET

**Report title:** FINANCIAL PERFORMANCE REPORT – Q3 2022/23

**Report Author:** David Stanley

Stage	Approval step	Name and post title	Date
Stage 1	Report commissioned by		
Stage 2	Reviewed by Legal Services and Legal Implications added	Helen Blundell	06/03/2023
	Reviewed by Finance and Financial Implications added	David Stanley and Michelle Burge	03/03/2023
	Accountable Officer	David Stanley	03/03/2023
Stage 3	Approved by Management Team		
	Or: Amendments made and approved by an officer in the Management Team	David Stanley	03/03/2023
Stage 4	Approved by Informal Cabinet		Draft 27/02/2023
	Or: Amendments made and approved by: 1. The Cabinet Member 2. An officer in the Management Team		
		David Stanley	06/03/2023