

**DEPARTMENT OF THE BUILT ENVIRONMENT  
Committee report progress sheet**

<b>Report title: Cursitor Street / Breams Buildings Public Realm Improvements   UPI: 11538 / 11061</b>			
<b>Committee(s):</b>		<b>Meeting date(s):</b>	
Planning and Transportation		15 <sup>th</sup> October 2020	
Projects Sub		21 <sup>st</sup> October 2020	
<b>Report originator: Emmanuel Ojugo</b>		<b>Date report required for Chairman (P &amp; T/S &amp; W/Projects Sub) consultation</b>	
<b>Action:</b>	<b>Complete by date</b>	<b>Completed</b>	<b>Signature:</b>
<b>10 weeks in advance of consultation/print deadline</b> 1. Preliminary discussion with Head of Finance (to agree funding structure) 2. Check S106 requirements with S106 Officer	28/07/2020	28/07/2020	Olu
<b>6 weeks in advance of consultation/print deadline</b> 1. Deadline for inclusion on Planning Agenda 2. Report to Project Partner for sign-off 3. Report to team leader for comment 4. Format agreed with Head of Finance/to agree structure of funding tables	25/08/2020	31/07/2020	CT MC Olu SL
<b>5 weeks ahead of consultation/print deadline</b> Report to Assistant Director incl team leader comments	02/09/2020	02/09/2020	CT MC SG
<b>4 weeks ahead of consultation/print deadline</b> Sent to Finance, Policy Officer and other consultees	10/09/2020	07/09/2020	EO
<b>3 weeks ahead of consultation/print deadline</b> All comments to be received from consultees	17/09/2020	17/09/2020	EO
<b>10 working days ahead of print deadline</b> 1) Sent to Head of Finance for final comments 2) Sent to Divisional Director for comment	24/09/2020	24/09/2020	EO
<b>5 working days before print deadline</b> Sent Director of the Built Environment for comment	28/09/2020		EO
<b>3 working days before print deadline</b> Report submitted to Divisional Director for sign off	02/10/2020		