

# LEADER'S BRIEFING

## INSERT TITLE OF REPORT



Author: \*\*\*

Meeting date: \*\*\*

### Portfolio: (Please tick relevant item)

Economic Development and Public Service Reform	
Resources	
Early Intervention	
Homes and Housing	
Public Protection	
Streetscene Services	
Customer, Advice and Streetscene Services	

### Executive Member comments/decision:

1.

### Shared Senior Management Team comments/recommendations:

2.

### Issues for discussion:

3.

### Report/Information (attached) (if needed):

4.

### Key questions/decisions required:

5.