

Report Title:	Monitoring Officer Annual Report
Contains Confidential or Exempt Information	No - Part I
Lead Member:	Councillor Rayner, Deputy Leader of the Council & Cabinet Member for Business, Corporate & Residents Services, Culture & Heritage, & Windsor; Armed Forces Champion
Meeting and Date:	Member Standards Panel 8 June 2022
Responsible Officer(s):	Emma Duncan Monitoring Officer and Deputy Director of Law and Strategy
Wards affected:	All

REPORT SUMMARY

This report introduces the Annual Monitoring Officer Report as required under the Council's Constitution which Members are asked to note.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That the Member Standards Panel notes the report.

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

N/A

3. KEY IMPLICATIONS

N/A

4. OPTIONS

4.1 Members are asked to note the report.

5. CONSULTATION

5.1 N/A

6. TIMETABLE FOR IMPLEMENTATION

6.1 Not subject to call in

7. APPENDICES

7.1 The report has two Appendices:

- Equalities Impact Assessment
- Monitoring Officer Annual Report 2021/22

8. BACKGROUND DOCUMENTS

8.1 This report is supported by 0 background documents:

9. CONSULTATION (MANDATORY) – not relevant as this relates to the discharge of a statutory function.

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officers (or deputies)</i>			
Adele Taylor	Executive Director of Resources/S151 Officer	19/05/22	19/05/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	Author	
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	19/05/22	19/05/22
Elaine Browne	Head of Law (Deputy Monitoring Officer)	19/05/22	19/05/22
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	19/05/22	19/05/22
<i>Mandatory: Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i>			
Lyn Hitchinson	Procurement Manager		
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	19/05/22	19/05/22
Andrew Durrant	Executive Director of Place		

Kevin McDaniel	Executive Director of Children's Services		
Hilary Hall	Executive Director of Adults, Health and Housing		
<i>Heads of Service (where relevant)</i>			
Nikki Craig	Head of HR Corporate Projects and IT		
Louisa Dean	Communications		
<i>External (where relevant)</i>			
N/A			

Confirmation relevant Cabinet Member(s) consulted		No – statutory officer report
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Member Standards Panel to note	No	No

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