

**STOCKTON-ON-TEES BOROUGH COUNCIL**

**CABINET RECOMMENDATIONS**

**PROFORMA**

Cabinet Meeting .....21st July 2008

1. Title of Item/Report

Annual Report of the Monitoring Officer - 2007/08

2. Record of the Decision

Consideration was given to a report that presented the Monitoring Officer's Annual Report for 2007/08.

It was explained that the production of annual reports was an essential part of the Council's performance monitoring, reporting and planning procedures. Monitoring, planning and reviewing the work of the Monitoring Officer should equally therefore include an annual reporting process as best practice.

Members of Cabinet were provided with a copy of the Monitoring Officer's third Annual Report (for 2007/08).

The purpose of the Report was not only to provide an overview of the work of the Monitoring Officer in the past year, but also to identify and promote examples of best practice and to provide an opportunity to review and learn from experience. The Report therefore set out the Monitoring Officer's Statutory responsibilities, summarised how they had been discharged during 2007/08 and drew attention to those issues that would require attention in the year ahead.

Consultation on the Report had previously taken place with the relevant Cabinet Member; the Head of Legal Services as Deputy Monitoring Officer; the Head of Democratic Services; the Corporate Governance Group; the Corporate Management Team; the Standards Committee and the Audit Committee. It was noted that once agreed, the Report would also be placed on the intranet and the internet for the attention of all Members/Officers. A hard copy would, in addition be made available to each member of the Standards Committee.

RECOMMENDED to Council that the Monitoring Officer's Annual Report be approved.

3. Reasons for the Decision

To ensure that the duties and responsibilities of the Monitoring Officer, and the Monitoring Officer's work during the past year in connection with the authority's corporate/ethical governance, is brought to the attention of all Members and to as wide a cross-section of Officers as possible.

4. Alternative Options Considered and Rejected

None

5. Declared (Cabinet Member) Conflicts of Interest

None

6. Details of any Dispensations

Not Applicable

7. Date and Time by which Call In must be executed

Not Applicable

Proper Officer  
23 July 2008