

**DEMOCRATIC SERVICES COMMITTEE:**

**11<sup>th</sup> June 2014**

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**AGENDA ITEM: 10**

**ANNUAL REPORT 2013/14**

**REPORT OF THE COUNTY CLERK AND MONITORING OFFICER**

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**Reason for this Report**

1. To consider the initial draft of the Committee's Annual Report 2013/14 for submission to Council.

**Background**

2. The Council's Constitution requires that all Scrutiny Committees report annually to Council on their activities over the past year.
3. The Democratic Services Committee has previously made the decision to publish its own Annual Report in order to strengthen and promote the role of the Committee. The Committee's first Annual report (for 2012/13) was considered by Council at its meeting on 25<sup>th</sup> July 2013.

**Issues**

4. An initial draft of the Annual Report 2013/14, is currently being finalised and will be tabled at the meeting.
5. It is proposed that the Committee delegate authority to the Monitoring Officer to finalise the Annual Report 2013/14, in consultation with the Chair, and to submit the report to Council.

**Legal Implications**

6. There are no legal implications arising directly from the contents of this report.

**Financial Implications**

7. There are no direct financial implications arising from this report.

## **RECOMMENDATIONS**

The Committee is recommended to:

1. Consider the format and content for the Committee's Annual Report 2013/14; and
2. delegate authority to the Monitoring Officer to finalise the Annual Report 2013/14 for submission to Council, in consultation with the Chair.

**MARIE ROSENTHAL**  
**COUNTY CLERK AND MONITORING OFFICER**  
**14 May 2014**

**Annex A:** Draft Annual Report 2013/14 (to follow)