



Meeting	Full Council
Date	11 May 2022
Report Title	Annual Report 2021-2022
Author	Lynsey Nichols, Head of Communications and Customer Services

## **1.0 PURPOSE OF REPORT**

1.1 For Councillors to receive the draft copy of the Annual Report 2021/2022 and consider for approval and publication (**APPENDIX A**).

## **2.0 INTRODUCTION AND BACKGROUND INFORMATION**

2.1 Councillors will be aware that Standing Orders say the Annual Report must be adopted by Full Council.

2.2 We produce an Annual Report for reasons of best practice, to support our application for Quality Council status and as a marketing tool to help communicate the work we do.

## **3.0 THE ANNUAL REPORT**

3.1 Once adopted, the Annual Report will be published on the Chippenham Town Council website and printed copies will be available in the Town Hall foyer.

## **4.0 CONTRIBUTION TO CORPORATE PLAN PRIORITIES**

4.1 The Annual Report 2020-2021 will contribute to the following corporate priority:

- Maintain effective and efficient governance and management of resources.

## **5.0 STAFFING IMPLICATIONS**

5.1 There are no staffing implications.

## **6.0 FINANCIAL IMPLICATIONS**

6.1 There are no financial implications

## **7.0 LEGAL IMPLICATIONS**

7.1 There are no legal implications.

## **8.0 RECOMMENDATIONS**

8.1 The Annual Report 2020/2021 be adopted and approved for publication.