

REPORT TO CABINET

REPORT OF: Portfolio holder for Engagement and Corporate Services

REPORT NO: PCC 10

DATE: 9th January 2012

TITLE:	Annual Report 2010/11	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	N/A	
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Cllr Paul Carpenter – Engagement and Corporate Services	
CONTACT OFFICER:	Fiona Truman/Deborah Wyles, Communication and Engagement, f.truman@southkesteven.gov.uk and d.wyles@southkesteven.gov.uk 01476 406440/406502 Sue Griffiths, Head of HR and Customer Service, s.griffiths@southkesteven.gov.uk 01476 406104	
INITIAL IMPACT ASSESSMENT:	Carried out and Referred to in paragraph (7) below	Full impact assessment Required: No
Equality and Diversity		
FREEDOM OF INFORMATION ACT:	This report is publicly available via the Your Council and Democracy link on the Council's website: www.southkesteven.gov.uk	
BACKGROUND PAPERS	Statement of Accounts 2010/11 Performance Management Outturn Report 2010/11	

1. RECOMMENDATIONS

That Cabinet approves the 2010/11 annual report.

2. PURPOSE OF THE REPORT/DECISION REQUIRED

This council is committed to ensuring it communicates financial and performance information to residents, partners and stakeholders in an informative and interesting way. To this end we have prepared an annual report for the 2010/11 financial year.

The annual report has been designed to illustrate and communicate our main achievements over the last year, together with our performance in key areas and the

progress we have made towards delivering priorities. It also tells our residents and other key stakeholders how money has been spent and how achievements have been funded.

We have also included a section on the council's vision and the priorities and plans we have to deliver this.

3. DETAILS OF REPORT

The report is structured as follows:

- Introduction
- Contents
- Facts and figures about our district
- Making a difference – our highlights over the last 12 months – these include helping businesses network through our B2B events, providing laptops to entrepreneurs starting out in business, encouraging school children to recycle, and engaging with local communities through community events.
- Making a difference – our performance – projects we have undertaken to help deliver our priorities, the progress that has been made and the next steps we need to take
- Balancing the books - a summary of the accounts for 2010/11 and how public money has been used to provide services
- Our vision
- Looking to the future – our priorities

A copy has been attached for your information.

In order to ensure the costs associated with the production of the report are kept to a minimum, it is proposed that its availability for download from the council's website should be widely promoted. This can be achieved through a press release, a small article in the next issue of SKtoday and also by giving it prominence on the Council's website.

4. OTHER OPTIONS CONSIDERED

None identified

5. RESOURCE IMPLICATIONS

Preparation of the annual report has been met from existing resources. Electronic copies of the report will be made available to customers and the number of hard copy versions will be reduced in order to keep costs to a minimum.

6. RISK AND MITIGATION

None identified.

7. ISSUES ARISING FROM EQUALITY IMPACT ASSESSMENT

The Annual Report will be made available in a range of formats and languages upon request.

8. CRIME AND DISORDER IMPLICATIONS

None identified

9. COMMENTS OF FINANCIAL SERVICES

The annual report demonstrates to all stakeholders how the Council has used its resources to support the delivery of its services and from governance perspective shows the Council's accountability to the taxpayer. All costs associated with the production of the report have been met from internal resources only and within available budgets. Further savings will be made from promoting the availability of the report on the Council's website and ensuring printed copies are kept to a minimum.

10. COMMENTS OF DEMOCRATIC AND LEGAL SERVICES

The Corporate Plan was produced for the 3 year period from 2009 to 2012. This report looks back over the last year relating to delivery of that plan. Although there is no specified form for the report, it relates to the Corporate Plan and is recognised as a requirement for good corporate governance.

11. COMMENTS OF OTHER RELEVANT SERVICES

None

12. APPENDICES:

Annual Report 2010/11