

# REPORT TO CABINET

REPORT OF: Councillor Linda Neal, Leader of the Council  
 REPORT NO: POI25

DATE: 3<sup>rd</sup> November 2008

<b>TITLE:</b>	Annual Report 2007/08
<b>FORWARD PLAN ITEM:</b>	NO
<b>DATE WHEN FIRST APPEARED IN FORWARD PLAN:</b>	n/a

<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	Key Decision	
<b>COUNCIL AIMS/ PORTFOLIO HOLDER NAME AND DESIGNATION:</b>	Councillor Linda Neal: Leader of the Council	
<b>CORPORATE PRIORITY:</b>	Quality Organisation	
<b>INITIAL IMPACT ASSESSMENT:</b>	<b>Carried out and appended to the report:</b>	<b>Full impact assessment required:</b>
Equality and Diversity	n/a	
Crime and Disorder	n/a	
Risk	n/a	
Climate Change	n/a	
Health and Safety	n/a	
Data Quality	Yes	
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Local Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS:</b>	Performance Management Outturn Report 2007/08 Statement of Accounts 2007-2008	

## **1. INTRODUCTION**

South Kesteven District Council is committed to improving the way in which it communicates financial and performance information to residents, partners and other stakeholders and also to demonstrating that it is a quality organisation.

In previous years the council has published performance information in a Best Value Performance Plan. The government has now removed this legal requirement and councils are able to choose how and when they publish performance information. This year we have decided to combine both our key performance and financial information in an annual report.

The aims of the annual report are to:

- ☐ Highlight what we achieved in 2007/08
- ☐ Show how we performed across a range of measures
- ☐ Illustrate how our vision and values contribute towards service delivery
- ☐ Summarize how the different parts of the council work together to deliver services
- ☐ Outline our priorities for the next year
- ☐ Communicate financial information in an understandable way
- ☐ Show how resources have been used to improve performance

## **2. RECOMMENDATION**

It is recommended that the Cabinet:

- a)** Approve the 2007/08 annual report subject to any minor amendments being agreed by the Leader and Corporate Head of Partnerships and Organisational Improvement.

## **3. DETAILS OF REPORT**

The annual report has been produced to provide accountability and transparency on our performance to our residents, partners and other stakeholders in an understandable and accessible format.

It has been specifically designed to complement the corporate plan, in terms of style, appearance and content. The corporate plan is a forward looking document- whereas the annual report looks backwards

providing a yearly snapshot of achievements, performance and finances. It is our intention to use the format and layout as a template for subsequent years.

The annual report covers a number of areas including:-

- How the council is structured and how the different parts of it work together to deliver services
- What the council's priorities, vision and values are and how these contribute towards the direction of the council
- Key measures of performance over a wide range of services
- A summary of the accounts for the financial year 2007/08 and how the money is being used to deliver services
- The council's main achievements during 2007/08

An additional benefit of producing an annual report is that it further strengthens external accountability as identified as part of the Audit Commission's Use of Resources assessment.

The use of resources guidance included asking the council to demonstrate that it:

- ☐ considered the views of a range of stakeholders in making its decision whether to publish an annual report
- ☐ published summary financial information that met the needs of a range of stakeholders and that this information was made available to the public on the councils website by a certain date
- ☐ published an annual report which includes summary accounts and an explanation of key financial and technical terms designed to be understood by members of the public

It is intended that the annual report will be made available to all residents, partners and other stakeholders via the council's website, with a limited number of hard copies and an electronic CD format being made available on request.

#### **4. OTHER OPTIONS CONSIDERED AND ASSESSED**

Not applicable

## **6. COMMENTS OF SECTION 151 OFFICER**

I welcome the publication of the annual report. It is a key document that demonstrates to stakeholders how the finances of the council are used to deliver service improvement. Furthermore this publication will strengthen the council's external accountability as identified in the Audit Commission's Use of Resources assessment.

## **7. COMMENTS OF MONITORING OFFICER**

The Corporate Plan was produced for the 3 year period from 2008 to 2011 and approved by Council at its meeting on the 3<sup>rd</sup> March 2008. This report looks back over the last year. Although there is no specified form for the report, it relates to the Corporate Plan.

## **8. CONCLUSION/SUMMARY**

The annual report has been produced to communicate financial and performance information in an accessible and understandable format and been designed to complement the corporate plan.

## **9. CONTACT OFFICERS**

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