

# REPORT TO CABINET

**REPORT OF: Councillor Linda Neal, Leader of the Council**

**REPORT NO: POI 40**

**DATE: 5<sup>th</sup> October 2009**

<b>TITLE:</b>	<b>The Annual Report 2008/09</b>	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	Non Key decision	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Councillor Linda Neal, Leader of the Council	
<b>CONTACT OFFICER:</b>	Fiona Truman/ Deborah Wyles	
<b>INITIAL IMPACT ASSESSMENT:</b>	Carried out and Referred to in paragraph (7) below:	Full impact assessment Required:
<b>Equality and Diversity</b>		
<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>	Statement of Accounts 2008/09 Performance Management Outturn report 2008/09 Corporate Plan 2008-2011	

## 1. RECOMMENDATION

**It is recommended that the Cabinet:**

**a) Approve the 2008/09 annual report subject to any minor amendments being agreed by the Leader and the Corporate Head of Partnerships and Improvement.**

## 2. PURPOSE OF THE REPORT

South Kesteven District Council is committed to improving the way in which it communicates financial and performance information to its residents, partners and stakeholders and also to demonstrating that it is a quality organisation. To this end, an annual report has been prepared which details our performance along with financial information for the 2008/09 financial year.

This, together with the summary of accounts and the corporate plan, forms part of a trio of key strategic publications for the authority and builds on the approach adopted last year, where the decision was taken to combine both key financial and performance information in an annual report.

## 3. DETAILS OF REPORT

The annual report has been produced to communicate information about our priorities, performance and finances in an understandable and accessible way and has been designed to complement the other strategic documents produced by the authority, most notably the corporate plan, in terms of its style, approach and content.

It covers a number of areas including:

- How the council is organised to deliver services
- Our priority themes – customer first, quality living, quality organisation and good for business - and what we plan to do in each of these areas over the next year
- Our achievements during 2008/09: Grantham Growth Point, our Food Hygiene awards system, reviewing services using “lean systems thinking”, working in partnership with housing associations to provide affordable housing, improving our council housing stock, providing adaptations for people with disabilities to enable them to live more independently, making homes warmer and more efficient through the use of “warm front” grants, securing big lottery funding for six play park schemes across the district, being the 4<sup>th</sup> most improved council in the country for recycling dry recyclables and various community based initiatives delivered through the South Kesteven Local Strategic Partnership.
- What we are doing to minimise our carbon footprint
- A summary of the accounts for 2008/09 and how money has been used to deliver services. It also includes information on our role as a social landlord
- Key measures of performance including performance highlights
- What people can do if they want to get more involved in local democracy
- A glossary

It is intended to distribute the annual report more widely than last year, with hard copies printed on recycled paper being sent to parish councils, libraries, the customer services centre and area offices. It will be made available in c.d format for those who would prefer it in this format and to enable easy distribution to our neighbouring authorities and audit family group. Its availability will be publicised both on the website, SKtoday and in the local press and it will also be available to download from our website.

As part of the Audit Commission’s annual Use of Resources assessment, they specify a number of objectives they expect the council to achieve with respect to external reporting. The annual report has been prepared with due regard for these objectives or Key Lines of Enquiry (KLOE). These include ensuring that the annual report:

- Is timely and provides an objective, balanced and understandable assessment of activities, achievements and financial performance
- Is genuinely accessible and takes account of the needs of users
- Includes environmental and social information with an analysis of the council’s environmental footprint , demonstrating why it has chosen a particular method for measuring its impact on the environment, the reasonableness of the data underpinning it and how it maintains and uses the model

- Reflects the financial information in a user friendly way, in plain English, including a glossary of technical terms and use of charts to show key figures
- Addresses diversity issues in its reporting
- Illustrates who receives services and where money has been spent

Early indications from the audit commission are that the report has been favourably received.

#### **4. OTHER OPTIONS CONSIDERED**

Not applicable

#### **5. RESOURCE IMPLICATIONS**

Publication and distribution of the Annual Report will be met from within the Council's existing budgets.

#### **6. RISK AND MITIGATION (INCLUDING HEALTH AND SAFETY AND DATA QUALITY)**

None identified

#### **7. ISSUES ARISING FROM EQUALITY IMPACT ASSESSMENT**

Not applicable

#### **8. CRIME AND DISORDER IMPLICATIONS**

None

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

I welcome the production of the annual report and support the recommendation contained in this report. The annual report demonstrates to all stakeholders how the Council has used its resources to support the delivery of its services and from a governance perspective shows the Council's accountability to the taxpayer. The continuing production of the annual report further strengthens our relationship with the community as evidenced through the Use of Resources assessment framework.

#### **10. COMMENTS OF MONITORING OFFICER**

The Corporate Plan was produced for the 3 year period from 2008 to 2011 and approved by Council at it's meeting on the 3<sup>rd</sup> March 2008. This report looks back over the last year relating to delivery. 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 SERVICE MANAGER**

Not applicable

**12. APPENDICES:**

**Copy of the 2008/09 annual report**