

Report to: **Annual Council**

Date: **21 May 2019**

Title: **Annual Report**

Portfolio Area: **Leader of the Council**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: **Immediately following this meeting**

Author: **Nadine Trout** Role: **Commissioning Manager**

Contact: Nadine.Trout@swdevon.gov.uk or **01822 813624**

RECOMMENDATIONS:

- 1. That the progress and achievements made by the Council be noted; and**
- 2. That the West Devon Annual Report (as presented at Appendix A) be adopted and published for the financial year 2018/19.**

1. Executive summary

- 1.1 This report reviews the Council's progress over the last financial year. The Annual Report is presented at Appendix A.
- 1.2 It is good practice to review the Council's progress across a range of internal and external activities as well as providing a public record.
- 1.3 Finally the report sets the scene for the year ahead.

2. Background

- 2.1 The last financial year has been one of significant change for this Council. It is appropriate to take stock of the key issues, successes and challenges met by the Council and how they have been addressed.
- 2.2 It is also important to look at the impact on residents, communities and our organisation.

- 2.3 It is usual to provide an annual report as an externally facing document, which along with its Annual Governance Statement should help reassure the public that the Council is undertaking its statutory functions, delivering its services and meeting its financial responsibilities in an open and transparent way.
- 2.4 This is a public report and is in line with our requirements to be open and accountable.
- 2.5 The Annual Report aims to help Members, the public and our staff to better understand the Council's activities and approach to delivering services to our community.

3. Outcomes/outputs

- 3.1 This report shows significant progress made throughout 18/19 and also acknowledges the challenges that have been faced over the past months.
- 3.2 Financial targets are on track, savings have been realised and the Council's internal controls are fit for purpose.

4. Options available and consideration of risk

- 4.1 Constitutionally, the Leader of Council is required to provide an annual report and it is good practice to do so.
- 4.2 An alternative to the report could be a verbal report from the Leader at Council but it is considered better to have a formal document accessible to the public and published online.

5. Proposed Way Forward

- 5.1 It is proposed that the contents of the report are agreed.
- 5.2 Members' views on the content of the Annual Report would be helpful to inform the Annual Report before final publication.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	There are no legal implications as a result of this report, however it is considered good practise to produce an Annual Report so as to highlight to Members and the public how the Council conducts its business and what the key issues are facing it.
Financial implications to	Y	The 2018/19 net budget for West Devon Borough Council was £7.31million, but the actual spend for

include reference to value for money		<p>the year is forecast to be slightly below this figure at 0.9% providing a saving of £65,000 which will go into the Council's Unearmarked Reserves which will stand at £1.26 million.</p> <p>The Council deployed resources in 2018/19 to achieve planned and sustainable outcomes for taxpayers and local people. It also approved a net budget for 2019/20 which includes proposals for savings and additional income of £690,000, including significant annual savings from April 2019 from the procurement of the Council's waste collection, recycling and cleansing services. As part of the budget setting process for 2019/20, the Council has agreed to reduce funding or seek efficiencies to ensure statutory delivery outcomes are prioritised.</p>
Risk	Y	<p>A failure to review and publish Council achievements and future actions could lead to:</p> <ul style="list-style-type: none"> Lack of coherent policy and delivery Reputational harm Ineffective use of resources Poor quality service <p>These risks are mitigated by: Review of this Annual Report.</p>
Supporting Corporate Strategy	Y	All Corporate Strategy themes are covered by the Annual Report which lists achievements for each strategic theme for 2018/19.
Comprehensive Impact Assessment Implications		
Equality and Diversity		None – no policy or service change is proposed in this report.
Safeguarding		None – no policy or service change is proposed in this report.
Community Safety, Crime and Disorder		None – no policy or service change is proposed in this report.
Health, Safety and Wellbeing		None – no policy or service change is proposed in this report.
Other implications		However, the publication of the Annual Report may help understanding of the Council's position and the way it operates amongst partners and the public.

Supporting Information

Appendices:

A: The Annual Report