

Report to: **Audit Committee**

Date: **21 July 2020**

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: **Neil Hawke** Role: **Head of Strategy & Projects**

Contact: Neil.Hawke@swdevon.gov.uk or **01803 861323**

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 considered for the financial year 2019/20, with any amendments being suggested prior to publishing**

1. Executive summary

- 1.1 It is good practice to undertake a review of the Council's progress across a range of internal and external activities as well as providing a public record.
- 1.2 The Council's Annual Report reviews progress and achievements during the previous financial year. The Annual report is presented at Appendix A.

2. Background

- 2.1 The last financial year has been one of significant change for this Council with local elections taking place in May 2020 and a new Council being formed.
- 2.2 It is appropriate to take stock of the key issues, successes and challenges met by the Council and how they have been addressed.

- 2.3 The Annual report, along with the Annual Governance Statement should help reassure the public that the Council is undertaking its statutory functions, delivering its services efficiently and meeting its financial responsibilities in an open and transparent way.
- 2.4 The Annual report also aims to provide Members, the public and our staff with an overview of the achievements within the year

3. Outcomes/outputs

- 3.1 The Annual report demonstrates the progress made throughout 19/20 in delivering against our Corporate Strategy desired outcomes and acknowledges the challenges that have been faced.
- 3.2 While for 11 months of the year our plans were largely on track, including delivery of our Medium Term Financial Strategy, in March 2020 the Covid-19 pandemic begun to significantly impact progress. This is highlighted as an area of concern for the coming year.

4. Options available and consideration of risk

- 4.1 The Annual Report is a balanced view of the challenges faced by the Council but also the challenges it has faced. It is published on our website and so available to our residents and communities.
- 4.2 Alternative ways of delivering the report in the future could be considered, including replacing it with a verbal report from the Leader at Full Council but it is considered best practice to have a formal document that is accessible to all.

5. Proposed Way Forward

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

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	N	There are no legal implications as a result of this report. It is considered good practice to produce an Annual Report so as to highlight to Members and the public how the Council conducts its business and the key issues that the Council faces.
Financial implications to include reference to value for money	Y	This report provides an overview of the Council's financial performance during the 2019/20 Financial Year and sets out some of the key activities that the Council has been delivering.

		It does not seek any financial decisions or recommendations.
Risk	Y	The main risk is around not producing an Annual Report and the lack of transparency this could cause.
Supporting Corporate Strategy	Y	The Annual Report summarises some of the key achievements against delivery of our Corporate Strategy.
Climate Change - Carbon / Biodiversity Impact	Y	The Annual Report considers actions we have taken under the 'Environment' theme. We have taken the decision to not print copies of the Annual Report to reduce our resource use.
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	No policy or service change proposed
Safeguarding	N	No policy or service change proposed
Community Safety, Crime and Disorder	N	No policy or service change proposed
Health, Safety and Wellbeing	N	No policy or service change proposed
Other implications	N	None

Supporting Information

Appendices:

Appendix A – Draft Annual Report 2020/21

Background Papers:

None