

**Subject:** Annual Report

**Status:** For Publication

**Report to:** Audit & Accounts Committee

**Date:** 3<sup>rd</sup> December 2009

**Report of:** Finance Manager

**Portfolio**

**Holder:** Finance and Resources

**Key Decision:** No

Forward Plan  General Exception  Special Urgency

**1. PURPOSE OF REPORT**

1.1 To present to the Committee for final approval, the Council's new corporate Annual Report before publication.

**2. CORPORATE PRIORITIES**

2.1 The matters discussed in this report impact directly on the following corporate priorities:-

- Delivering quality services to our customers
- Delivering regeneration across the Borough
- Encouraging healthy and respectful communities
- Keeping our Borough clean, green and safe
- Promoting the Borough
- Providing value for money services

**3. RISK ASSESSMENT IMPLICATIONS**

3.1 There are no specific risk issues for members to consider arising from this report.

#### **4. BACKGROUND AND OPTIONS**

- 4.1 Following the agreed new approach to Corporate Planning, an Annual Report has been produced for 2008-09 (Appendix 1) to sit alongside the Statement of Accounts approved by this Committee in September.
- 4.2 The new look Annual Report combines Council achievements under our six priorities, formerly included in the Corporate Plan, with the 'annual report' section of the former 'Annual Report and Statement of Accounts', and a user-friendly summary of accounts.
- 4.3 The streamlined Statement of Accounts document is already available on the website for readers to access and download. It will be printed internally for Members on requested. We do not propose to produce a glossy version of this.
- 4.4 The Annual Report has been circulated to members of this Committee and the Cabinet for comment prior to this meeting. Comments and suggestions have been incorporated where possible, with some ideas being carried forward to further improve the format next year.
- 4.5 After formal approval approximately 50 copies will be produced as a glossy version of this and a 'soft copy' of the document will be available on the website in tandem with the Statement of Accounts.
- 4.6 Changes to the timings of the Business Planning process should facilitate the intentions to bring the 2009/10 Annual Report to this Committee much earlier in 2010, possibly in draft format to the June Committee alongside the draft Statement of Accounts, but definitely to the September Committee when the final audited Statement is tabled.

#### **COMMENTS FROM STATUTORY OFFICERS:**

#### **5. SECTION 151 OFFICER**

- 5.1 The new style Annual Report will supplement the Council's annual Statement of Accounts and assist our customers in a better understanding of the Council's financial affairs and annual performance.

#### **6. MONITORING OFFICER**

- 6.1 No legal implications arising from this report.

#### **7. HEAD OF PEOPLE AND POLICY (ON BEHALF OF THE HEAD OF PAID SERVICE)**

- 7.1 No Human Resources implications arising from the report.

#### **8. CONCLUSION**

8.1 The separate, extended Annual Report will provide the Council with a greater opportunity to consider and report it's achievements over the previous twelve months.

**9. RECOMMENDATION(S)**

9.1 The Annual Report is approved for publication.

**10. CONSULTATION CARRIED OUT**

10.1 Accounts & Audit Committee Members, Cabinet Members, EMT & Portfolio Holder.

**11. COMMUNITY IMPACT ASSESSMENT**

Is a Community Impact Assessment required Yes / No

Is a Community Impact Assessment attached Yes / No

**12. BIODIVERSITY IMPACT ASSESSMENT**

Is a Biodiversity Impact Assessment required Yes / No

Is a Biodiversity Impact Assessment attached Yes / No

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|------------------------|------------------------------------|
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Business Plans 2009/10 – Backward look element  
Final Accounts working papers 2008/09  
Statement of Accounts 2008/09