

MAIDSTONE BOROUGH COUNCIL

CABINET

WEDNESDAY 13 AUGUST 2014

REPORT OF THE HEAD OF POLICY AND COMMUNICATION

Report prepared by Roger Adley

1. ANNUAL REPORT 2013-14

1.1 Issue for Decision

1.1.1 To consider the council's annual report for 2013-14.

1.2 Recommendation of the Head of Policy and Communication

1.2.1 That the council's annual report 2013-14, attached as a draft at appendix A, be approved for publication on the council's website.

1.3 Reasons for Recommendation

1.3.1 Whilst there is no duty on the council to publish an annual report the council's own local code of corporate governance sets out how we will engage with and are accountable to our residents.

1.3.2 The code, based on best practice advice from the Chartered Institute of Public Finance and Accountancy and the Society of Local Authority Chief Executives, includes a number of core principles and actions. Core principle 1 is: 'Focusing on the purpose of the authority and on outcomes for the community creating and implementing a vision for the local area'. One of the actions under this priority is to publish on the council's website an annual report on the council's activities and achievements, its financial position and performance.

1.3.3 At its meeting in July the Audit Committee considered the local code of corporate governance. The committee suggested that printed copies of the annual report should be displayed and available for collection at council's receptions, and distributed to libraries in Maidstone Borough. The report and these arrangements will be publicised in Borough Update and elsewhere.

1.3.4 The Head of Policy and Communications has also sought advice from the council's external auditors about the content of local authority

annual reports. Grant Thornton advised that the report should look back at what was spent and achieved, and look forward at the council's plans.

- 1.3.5 The report is not intended to be a complete record of the council's year. It sets out the main achievements in 2013-14 towards the delivery of the council's strategic priorities, and some of the key activities for 2014-15. It includes performance highlights and a summary of the council's finances. Wherever possible graphics and illustrations have been used to make the information easy to understand.

1.4 Alternative Action and why not Recommended

- 1.4.1 The council could decide not to publish an annual report but it is an opportunity to inform residents about our performance.

1.5 Impact on Corporate Objectives

- 1.5.1 The annual report will publicise the council's corporate priorities and its progress towards achieving them.

1.6 Risk Management

- 1.6.1 Failure to publish the annual report in accordance with the local code of corporate governance could result in a risk to the council's reputation.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management

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1.7.2 Appendices

The draft Annual Report is attached at Appendix A

1.7.3 Background Documents

None

<u>IS THIS A KEY DECISION REPORT?</u>		<u>THIS BOX MUST BE COMPLETED</u>	
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes, this is a Key Decision because:			
.....			
Wards/Parishes affected:			
.....			