

# Overview and Scrutiny Committee



Forest Heath  
District Council

<b>Title of Report:</b>	<b>Draft West Suffolk Annual Report 2016/17</b>	
<b>Report No:</b>	<b>OAS/FH/17/016</b>	
<b>Report to and dates:</b>	<b>Overview and Scrutiny Committee</b>	6 June 2017
	<b>Cabinet</b>	20 June 2017
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<b>Lead officer:</b>	Davina Howes Assistant Director (Families and Communities) <b>Tel:</b> 01284 757070 <b>Email:</b> <a href="mailto:davina.howes@westsuffolk.gov.uk">davina.howes@westsuffolk.gov.uk</a>	
<b>Purpose of report:</b>	The draft West Suffolk Annual Report highlights the key activities and developments that have been achieved over the financial year 2016/17, with regard to the priorities set out in the West Suffolk Strategic Plan.	
<b>Recommendation:</b>	<b>Overview and Scrutiny Committee:</b>  <b>It is <u>RECOMMENDED</u> that, the Overview and Scrutiny Committee:</b>  <b>(1) Considers the draft West Suffolk Annual Report; and</b>  <b>(2) Makes any amendments and recommends the draft West Suffolk Annual Report to Cabinet.</b>	

<b>Key Decision:</b> <i>(Check the appropriate box and delete all those that <b>do not</b> apply.)</i>		<i>Is this a Key Decision and, if so, under which definition?</i> Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
<b>Consultation:</b>		The draft Annual Report summarises progress in achieving the priorities set out in the West Suffolk Strategic Plan which was informed by feedback from residents, business and stakeholders.	
<b>Alternative option(s):</b>		It is good practice for councils to report on progress against their priorities in this way and ensures transparency on how they spend public money. Forest Heath and St Edmundsbury could report separately on their work to achieve their priorities. However, this would not reflect some of the excellent work which has been delivered jointly across the whole of West Suffolk. Also, it would not show the continued joint working between Forest Heath and St Edmundsbury.	
<b>Implications:</b>			
Are there any <b>financial</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
Are there any <b>staffing</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
Are there any <b>ICT</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
Are there any <b>legal and/or policy</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> •	
Are there any <b>equality</b> implications? If yes, please give details		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> The Annual Report covers evidence to support the achievement of the equality objectives from the Strategic Plan.	
<b>Risk/opportunity assessment:</b>		None	
<b>Risk area</b>	<b>Inherent level of risk</b> (before controls)	<b>Controls</b>	<b>Residual risk</b> (after controls)
Misunderstanding of the role of the report (i.e. it can only give highlights of W Suffolk's activities, not every action taken).	very low	Develop a communications plan to clearly explain the role of the report	Negligible
<b>Ward(s) affected:</b>		All wards	
<b>Background papers:</b>		<a href="#">West Suffolk Strategic Plan</a>	
<b>Documents attached:</b>		<b>Appendix A:</b> Draft Annual Report 2016/17	

## **1. Key issues and reasons for recommendation(s)**

### **1.1 Draft West Suffolk Annual Report 2016/17**

- 1.1.1 The draft West Suffolk Annual Report highlights the key activities and developments that have been achieved over the financial year 2016/17, with regard to the priorities set out in the West Suffolk Strategic Plan.
- 1.1.2 We are taking a slightly different approach to this year's annual report and have agreed that we should review the format of the report and take a more modern approach that is less resource intensive. Rather than the traditional type-set document, a webpage is being created on which we will present information about the councils' performance in different formats – the Draft Annual Report 2016/17 (presented as a table of key achievements) and case studies. Our hope is that the new format is more engaging and will provide the opportunity to provide updates on our achievements throughout the year. Once approved, the link to the annual report will be shared with partners and stakeholders such as parish councils.
- 1.1.3 The draft report also contains a number of case studies and examples from West Suffolk to illustrate the achievements described. These have been carefully drawn from a range of localities, urban vs rural locations, and service areas, in order to demonstrate the range of activities undertaken by the councils. In some cases, initiatives were only focused on one specific area, however, so examples are necessarily drawn from these localities.