

Joint Executive (Cabinet) Committee

Forest Heath & St Edmundsbury councils

West Suffolk
working together

Title of Report:	West Suffolk Annual Report 2017/2018	
Report No:	CAB/JT/18/006	
Report to and date:	Joint Executive (Cabinet) Committee	25 June 2018
Portfolio holders:	John Griffiths Leader of the Council, St Edmundsbury Borough Council Tel: 01284 757136 Email: john.griffiths@stedsbc.gov.uk	James Waters Leader of the Council, Forest Heath District Council Tel: 07771 621038 Email: james.waters@forest-heath.gov.uk
Lead officer:	Davina Howes Assistant Director (Families and Communities) Tel: 01284 757070 Email: davina.howes@westsuffolk.gov.uk	
Purpose of report:	The West Suffolk Annual Report highlights the key activities and developments that have been achieved over the financial year 2017-18, with regard to the priorities set out in the West Suffolk Strategic Plan 2014-16.	
Recommendation:	It is <u>RECOMMENDED</u> that the West Suffolk Annual Report 2017/2018, as contained in Appendix A to Report No: CAB/JT/18/006, be approved.	
Key Decision: (Check the appropriate box and delete all those that <u>do not</u> apply.)	<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"/>	

<p><i>The decisions made as a result of this report will usually be published within 48 hours and cannot be actioned until five clear working days of the publication of the decision have elapsed. This item is included on the Decisions Plan.</i></p>			
Consultation:		<ul style="list-style-type: none"> The 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. 	
Alternative option(s):		<ul style="list-style-type: none"> 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. 	
Implications:			
Are there any financial implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any staffing implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any ICT implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any equality implications? <i>If yes, please give details</i>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> The Annual Report covers evidence to support the achievement of the equality objectives from the Strategic Plan. 	
Risk/opportunity assessment:		None	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (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
Ward(s) affected:		All wards	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		West Suffolk Strategic Plan 2014-16	
Documents attached:		Appendix A: Draft West Suffolk Annual Report 2017-18	

1. Key issues and reasons for recommendation(s)

1.1 Draft West Suffolk Annual Report 2017-18

- 1.1.1 The West Suffolk Annual Report highlights the key activities and developments that have been achieved over the financial year 2017-18, with regard to the priorities set out in the West Suffolk Strategic Plan 2014-16.
- 1.1.2 The St Edmundsbury Borough Council Overview and Scrutiny Committee considered the draft Annual Report on 6 June 2018 (Report No: OAS/SE/18/015) and Forest Heath District Council's Overview and Scrutiny Committee considered the draft Annual Report on 7 June 2018 (Report No: OAS/FH/18/014).
- 1.1.3 The following amendments were recommended by the Overview and Scrutiny Committees. These amendments have also been reflected in the attached version of the annual report:
- Page 4, under 'introduction', add an additional paragraph to highlight how the report deals with issues in both West Suffolk's towns and rural areas. A table summarising all of the councils' work in rural areas in 2017/18 has also been added (Appendix 3).
 - Page 29, under 'historic environment' remove the section on the Corn Exchange in Haverhill as it was agreed by officers that we are not in a position to update at this time.
 - Appendix 2, 'Rural Initiatives Grants' include a summary of Rural Initiatives Grants awarded as part of the scheme.
- 1.2.1 Following a decision by Portfolio Holders, this report has been designed. In addition, as part of our wider strategic communications we are looking to create films for the overall report and the various areas within it including the use of case studies as well as materials such as infographics and animations that all can be used throughout the year on social media.
- 1.2.2 This information will be presented on our improved Web Pages. This effectively helps bring our report to life and allows us to tell a range of audiences in a number of ways what we have been and are doing.
- 1.2.3 We will continue to put this information out in the media as well as posting where appropriate in community social media groups. This will be done throughout the year and examples used repeatedly when appropriate to highlight our priorities and other initiatives. In this way, the report and its messages will be seen by far more people that we either send it to or come to our website.
- 1.2.4 The 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 and 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.