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| Date of meeting: | 13 August 2019 |
| Title of Report: | Annual Report 2018/19 |
| Lead Member: | Councillor Tudor Evans OBE (Leader) |
| Lead Strategic Director: | Giles Perritt (Assistant Chief Executive) |
| Author: | Jayne Mills (Senior Communications and Marketing Advisor) |
| Contact Email: | Jayne.mills@plymouth.gov.uk |
| Your Reference: | 201819AR |
| Key Decision: | No |
| Confidentiality: | Part I - Official |

Purpose of Report

This report introduces the Plymouth City Council Annual Report, which covers the period 1 April 2018 to 31 March 2019. Based on our Corporate Plan, the report sets out how we can achieve our mission of “making Plymouth a fairer city, where everyone does their bit”. A demonstration of the online interactive report will be provided at the meeting of Cabinet on 13 August 2019. The annual report will be available at this [link](#) on 13 August.

The council is accountable in three key roles, as:

- an advocate for the city’s communities
- strong voice for Plymouth regionally and nationally
- commissioner and provider of quality services.

In performing the above, the council has an annual gross budget of £500 million and directly employs over 2,400 staff. It is therefore important for the council to report to its citizens and major stakeholders on how it has performed in the year against a number of criteria.

The annual report tells the story of how we continue to work towards our vision of being one of Europe’s most vibrant waterfront cities, where an outstanding quality of life is enjoyed by everyone. The report provides an opportunity to update on our activities, reflect on our performance, and celebrate our achievements.

The report has been fully revised, taking a new, modern approach. It is therefore a fully digital experience and will act as a gateway to access further information on the Council’s website. On visiting the report online you will find an initial nine squares with which to interact and dive deeper into the detail.

Welcome

Provides welcome messages from both the Tracey Lee, Chief Executive and Councillor Tudor Evans OBE, the Leader of the Council.

Our Plan

Provides a link to our Corporate Plan which sets out our strategic direction, and provides links to current performance.

Pledges

In 2018/19 the council delivered 46 of its 100 pledges. This section is a link through to our digital pledge board where you can find out more about how we have delivered our pledges.

A Growing City

Provides an update of our activity and performance in supporting the city's economy and environment. You will find topics like "a broad range of homes" and "a green, sustainable city that cares about the environment" in this section.

A Caring Council

This section shows how the council has worked to improve the lives of those living and visiting the city. In this section we have included "keeping children, adults and young people safe" and "a Welcoming City".

How we delivered

This section focuses on the council itself, its resources, and how it uses them. It also looks at our performance in regard to customer experience and providing quality public services.

Our Year

Provides a monthly view of the things we are proud of, including news, events and awards. The stories link on to Newsroom, YouTube and other digital content.

Driving Growth

Watch our video on driving economic growth in the city.

Looking Forward

Gives details of the opportunities and challenges faced by the Council in 2020/21, as well as some of the key events happening in the city.

Recommendations and reasons

That Cabinet endorses the approach of a digital report.

Reason: as a record of the council's activities during 2018/19.

Alternative options considered and rejected

1. Printed version of the annual report – this was rejected due to cost and environmental impact
2. To not produce an annual report for 2018/19 – this was rejected as the Council wishes to report to its citizens and stakeholders on activities and performance, per best practice

Relevance to the Corporate Plan and/or the Plymouth Plan

The annual report reflects on our journey delivering the Corporate Plan to the city in 2018/19.

Implications for the Medium Term Financial Plan and Resource Implications:

This is a reduced cost solution for production, enabling the use of content in multiple, flexible media formats.

Carbon Footprint (Environmental) Implications:

Benefits of reduced paper use and increased digital use. If one sheet of paper uses 0.012% of a tree, then printing the average annual report 200 times uses just over one tree.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

The above themes are addressed within the report.

Appendices

*Add rows as required to box below

| Ref. | Title of Appendix | Exemption Paragraph Number (if applicable) | | | | | | |
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| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| A | None – digital report available at this link from 13 August 2019 | | | | | | | |

Background papers:

*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

| Title of any background paper(s) | Exemption Paragraph Number (if applicable) | | | | | | |
|----------------------------------|--|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
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Sign off:

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| Originating Senior Leadership Team member: Giles Perritt (Assistant Chief Executive) | | | | | | | | | | | |
| Please confirm the Strategic Director(s) has agreed the report? Yes Date agreed: 02/08/2019 | | | | | | | | | | | |
| Cabinet Member approval: Councillor Evans OBE (Leader) - approved verbally Date approved: 31/07/2019 | | | | | | | | | | | |