

## ***Report to the Cabinet***

***Report reference: C-114-2008/09***

***Date of meeting: 20 April 2009***



**Epping Forest  
District Council**

**Portfolio: Finance and Performance Management.**

**Subject: Annual Report of the Executive 2008/09.**

**Responsible Officer: Chris Overend (01992 564247).**

**Democratic Services Officer: Gary Woodhall (01992 564470).**

### **Recommendations/Decisions Required:**

**(1) That the draft Annual Report of the Executive for 2008/09 be endorsed as attached and form the basis for the final report to be submitted for approval to the Annual Meeting of Council on 21 May 2009; and**

**(2) That the Chief Executive be authorised to approve any amendments required to the draft Annual Report following consideration of the items at this meeting of the Cabinet.**

### **Executive Summary:**

The draft Annual Report of the Executive 2008/09, attached to this report, provides a summary of the issues discussed and decisions taken by the Cabinet, during the Council Year. It forms one of several reports to be included in the Council's E-Annual Report and, as such, the endorsement of the draft by Cabinet is sought, as this will form the basis of the final report to be submitted to the Annual Council on 21 May 2009.

### **Reasons for Proposed Decision:**

It is a requirement of the Constitution that the Executive provides an annual report on its activities for each municipal year.

### **Other Options for Action:**

To not provide an Annual Report of the Executive.

### **Report:**

1. The Annual Report of the Executive covers matters discussed by the Cabinet during the Council year and remains in draft at this stage given the potential need for the addition of further items arising during the remainder of the Council year.

2. Subject to the Cabinet agreeing to its endorsement, arrangements will be made for it to be submitted to the Annual Council meeting for final approval. Thereafter, it will be published and a summary included within the E-Annual Report.

**Resource Implications:**

There will be no additional costs arising.

**Legal and Governance Implications:**

It is a requirement of the constitution that the Executive provides an annual report on its activities.

**Safer, Cleaner and Greener Implications:**

None specific within the report itself, although many of the issues discussed and determined by the Cabinet have such implications.

**Consultation Undertaken:**

Discussions involving District Council members and officers.

**Background Papers:**

None.

**Impact Assessments:**

Each of the issues referred to in the Annual Report has been assessed individually in terms of risks and equalities impacts.