

MEETING	Full Council
DATE	28 September 2023
TITLE	Annual Performance Report and Self-Assessment 2022/23
PURPOSE	To approve and adopt the Annual Performance Report and Self-Assessment 2022/23
CABINET MEMBER	Cllr Dyfrig Siencyn
CONTACT OFFICER	Dewi W. Jones, Council Business Support Service Manager

1 Background / Introduction

- 1.1 This report provides information about the progress made against the content of the Cyngor Gwynedd Plan 2018-23 during 2022/23. The aim is to provide a balanced report, which addresses the aspects that failed to be achieved as well as the successful aspects.
- 1.2 Regular reporting is an essential monitoring requirement within the Council's performance management arrangements. We monitor our performance regularly at Departmental challenging performance meetings and submit the performance reports of individual Cabinet Members to Cabinet meetings on a cycle during the year, and we formulate this report to evaluate the progress made.
- 1.3 This year, for the first time, the Council's self-assessment, which is a new statutory requirement under the **Local Government and Elections (Wales) Act 2021**, is incorporated within the Annual Performance Report. Cyngor Gwynedd's Annual Performance and Self-Assessment 2022/23 (**Appendix 1**) has been structured to reflect the format of the 2018-23 Cyngor Gwynedd Plan. The first part focuses on the performance of the Council Plan's Improvement Priorities projects and the second part looks at our day-to-day work in each Department. The third part includes the self-assessment.
- 1.4 The main measures have been included within the body of the report, rather than in a separate table of measures, in order to be a part of conveying the story.
- 1.5 The arrangements for reviewing, reporting and assessing the Council's performance have been subject to legislative change through the arrangements of Part 6 of the Local Government and Elections (Wales) Act 2021. This requires the Council to measure its performance against three aspects namely;
- (a) That it achieves its functions effectively
 - (b) That it uses resources economically, effectively, efficiently and
 - (c) That its governing arrangements are efficient when achieving this.

- 1.6 This report responds to these new requirements and there is a duty to publish a report noting the conclusions of the self-assessment once in relation to each financial year, and to complete the work “as soon as reasonably practicable after the end of the financial year it relates to.”
- 1.7 It also notes the duty to consult with local people, local businesses, the Council’s staff and trade unions at least once in a financial year. These consultations should be used to get feedback on the extent to which the authority achieves the performance requirements. It is a statutory requirement that attention is given to the consultation’s results when preparing the self-assessment and it is confirmed that this has been undertaken and highlighted in the document.
- 1.8 The Governance Group (that includes officers such as the Corporate Director, Head of Finance Department, Head of Corporate Support Department and the Head of Legal Services amongst others) has led/taken an overview of this process within the Council to ensure that the work is owned and led at a strategic level.
- 1.9 It was noted that, according to the Act, a draft of the self-assessment report must be presented to the Governance and Audit Committee before it is finally adopted to give them an opportunity to present any observations and recommendations. These will need to be considered when the document is formally presented to the Cabinet and the Council. If there are recommendations to change that are not adopted, the reasons for this must be reported formally.
- 1.10 The Chair and Vice-chair of the Governance and Audit Committee had an opportunity to feed into the process of drawing up the report and to also provide observations on a draft version during the last few weeks.
- 1.11 The Governance and Audit Committee discussed the self-assessment at its meeting on 7 September. The Committee recommended that minor adjustments are made to the wording in a part of the document that refers to that Committee’s membership, and the latest version reflects these adjustments.
- 1.12 In addition, it was recommended that providing a summary of the evidence-base for each part of the assessment should be considered in the future. Our arrangements for preparing the self-assessment continue to develop, therefore we will pay attention to this as well as the observations that have been received to include elected members more in the arrangements when preparing the next self-assessment.
- 1.13 In order to meet the requirements of the Well-being of Future Generations (Wales) Act 2015, we need to report on our contribution to the principles of the Act and specifically the well-being objectives that we have adopted.

Consequently, it can be seen that the well-being objectives that the Department's projects and day-to-day work contributes to, have been highlighted in the report.

- 1.14 As part of the process to prepare the Council's Plan 2018-23 (2022-23 review), an Equality Impact Assessment was prepared. The assessment on the Plan in its entirety does not identify any impacts which would justify deviating from the recommendation and it is anticipated that there are elements which would have a positive impact. It is the Project Leaders' responsibility to undertake a full Equality Impact Assessment on individual projects.
- 1.15 Not publishing a self-assessment would likely lead to statutory recommendations by Audit Wales, which would have implications on the Council's reputation.

2 Reasons for Recommending the Decision

- 2.1 In accordance with the requirements of the Local Government and Elections (Wales) Act 2021, the Council's Governance and Audit Committee have discussed Cyngor Gwynedd's Annual Performance Report and Self-Assessment 2022/23 and have had the opportunity to present observations and recommendations. The Council Cabinet has discussed the report seen in **Appendix 1** at its meeting on 19 September, and recommended that the Council adopts it.

3. Next steps and timetable

- 3.1 In accordance with what is required under the Local Government and Elections (Wales) Act 2021, the document will be circulated to the following list of recipients within the four-week period following the meeting:
- i. Auditor General for Wales
 - ii. Her Majesty's Chief Inspector of Education and Training in Wales
 - iii. Welsh Ministers.
- 3.2 Arrangements will be made to inform the public of the report by communicating the report and the main successes visually via social media, as well as by printing and sharing copies with the media and at the Council's usual locations e.g., libraries.

4. Recommendation

- 4.1 The Council is requested to approve and adopt Cyngor Gwynedd's Annual Performance Report and Self-Assessment 2022/23

5. Views of the Statutory Officers

5.1 Views of the Monitoring Officer

As noted undertaking a self-assessment is part of new statutory duties placed on the Council in relation to assessing and reporting on its performance. There are a number of statutory steps which relate to reaching this point and these are specifically referenced in the head report and The Performance Report and Self- Assessment as well as how the Council is to have regard to them. These are specifically around consultation and the views of the Governance and Audit Committee. I am satisfied with the propriety of the recommendation.

5.2 Views of the Head of Finance Department

I am satisfied that the contents of the self-assessment are a fair reflection of the Council's position, whilst recognising that the arrangements for the preparation of the self-assessment will continue to develop over the next few years. I am confident that the work to refine the assessment with regards to assessing the effective, efficient and economic use of resources will continue over the next year, and the services within the Finance Department will contribute as appropriate to this work.

Appendices

Appendix 1 – Cyngor Gwynedd’s Annual Performance Report and Self-Assessment 2022/23