

MEETING	Full Council
DATE	3 October, 2024
TITLE	Annual Performance Report and Self Assessment 2023/24
PURPOSE	Approval and adoption of Annual Performance Report and Self-Assessment 2023/24
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 2023-28 during 2023/24. The intention is to provide a balanced report, which addresses the aspects that failed to be achieved as well as those aspects that have been successful.
- 1.2 Regular reporting is an essential monitoring requirement within the Council's performance management arrangements. We monitor our performance regularly at Departmental performance challenging 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, again, 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 Report and Self-Assessment 2023/24 (**Appendix 1**) has been structured to reflect the format of the 2023-28 Cyngor Gwynedd Plan.
- 1.4 It is noted that the report is much more concise than in the past and the intention was to make it a document that is easier to read while continuing to give the reader reassurance that the Council reports meaningfully on its performance .
- 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 delivers its functions effectively
 - (b) That it uses resources economically, effectively, efficiently and
 - (c) That its governing arrangements are efficient when delivering 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 delivers 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 have had an opportunity to feed into the process of producing the report and also to provide comments on a draft version over the past few weeks.
- 1.11 The Governance and Audit Committee discussed the self-assessment at its meeting on 5 September. The Committee suggested that minor amendments were needed in terms of clarity and the latest version reflects these modifications.
- 1.12 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. This report has been drawn up on the basis of our well-being objectives (the seven priority areas) outlining what has been achieved in the period in question. For convenience there is also a table at the end of the first part of the report identifying the objectives to which the projects contribute.
- 1.13 As part of the preparation of the Council Plan 2023-28 an Equality Impact Assessment has been prepared. The assessment on the Plan in its entirety does not identify any impact that would justify a departure from the recommendation, and there are elements for which a positive impact is

anticipated. It is the Project Leaders' responsibility to undertake a full Equality Impact Assessment on individual projects.

- 1.14 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 2023/24 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 17 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 this meeting:
- i. Auditor General for Wales
 - ii. His 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 2023/24

5. Statutory Officers' Views

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

The Annual Performance Report and Self-Assessment is a key document that is now a core part of demonstrating the appropriateness of the Council's governance and performance arrangements. I am satisfied that the contents of the document are a fair and accurate reflection of Gwynedd Council's position.

Appendices

Appendix 1 - Cyngor Gwynedd's Annual Performance Report and Self-Assessment 2023/24