

## Annual assurance report on corporate performance management arrangements

Date: 27<sup>th</sup> November 2023

Report of: Director of Strategy and Resources

Report to: Corporate Governance and Audit Committee

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

### Brief summary

This annual report presents assurances to the Corporate Governance & Audit Committee on the effectiveness of the council's corporate performance management arrangements.

The report provides Members with the opportunity to review the council's corporate performance management arrangements, using the cycle of internal control framework, to enable them to determine whether these arrangements are up to date; fit for purpose; effectively communicated and routinely complied with.

The report provides a key source of assurance for the Committee to consider when approving the council's Annual Governance Statement.

- The introduction of the Best City Ambition, adopted by Full Council in February 2022, necessitated a review of our performance framework and the KPIs routinely reported to CLT, Executive Board and to Scrutiny.
- Following transitional arrangements introduced for 2022/23, a single list of KPIs is currently being refined through discussions with services and scrutiny chairs to ensure these are the appropriate measures to routinely monitor and measure our performance.
- Associated systems and processes are being reviewed at the same time to ensure efficiency and robustness.

### Recommendations

- a) Corporate Governance and Audit Committee is requested to receive this report and the attached Appendix 1 as together providing key forms of assurance on the robustness of the authority's corporate performance management arrangements.

## What is this report about?

- 1 This annual report presents assurances to the Corporate Governance & Audit Committee on the effectiveness of the council's corporate performance management arrangements; that they are up to date; fit for purpose; effectively communicated and routinely complied with. The report provides a key source of assurance for the Committee to consider when approving the council's Annual Governance Statement.
- 2 The information in Appendix 1 is based around a 'cycle of internal control' framework which consists of five aspects; Define and Document, Clearly Communicate, Effectively Embed, Meaningfully Monitor and Review and Refine.
- 3 2023/24 follows a transitional year for our performance arrangements since the introduction of the Best City Ambition, replacing the previous Best Council Plan which provided the framework for the council's performance management arrangements. The Best City Ambition, adopted by Full Council in February 2022, sets out the outcomes we want to see for the city.
- 4 A review of existing Key Performance Indicators is currently taking place to create and refine a single list that will form the basis of our performance reporting framework to CLT, Executive Board and Scrutiny Boards.

## What impact will this proposal have?

- 5 The report provides a key source of assurance for the Committee to take into account when approving the council's Annual Governance Statement. Our performance arrangements help us analyse and act on benchmarking and performance information as a means of improving services and delivering better outcomes for the citizens of Leeds.

## How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 6 This report supports the three pillars of the Best City Ambition by providing assurance on the arrangements for administering and reporting performance information underpinning each one.

## What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?

Yes

No

- 7 A range of stakeholders are engaged with to help maintain and improve the council's corporate performance arrangements, including: Executive Board, Scrutiny Boards, the Corporate Leadership Team, Directorate Management Teams and colleagues from across the council involved with the production and reporting of performance information.
- 8 Regular engagement with Elected Members takes place through performance reporting to Executive Board and Scrutiny Boards.

## What are the resource implications?

- 9 The Best City Ambition provides the strategic context for the council's budget and financial strategies with resources allocated in support of its outcomes and priorities. Effectively monitoring and managing performance helps ensure that resources continue to be appropriately targeted, prioritised and deployed to help achieve value for money.

## What are the key risks and how are they being managed?

10 There are no significant risks identified in the council's performance management arrangements.

11 The council's risk management framework recognises the links between performance and risk, with many of the Key Performance Indicators also acting as "key risk indicators", i.e., sources of information that indicate whether a risk is increasing in significance or not.

### **What are the legal implications?**

12 No legal implications from this report other than the publication of performance information on the council's website including key performance indicator results, and performance reports on specific service areas as requested by Scrutiny Boards.

## **Options, timescales and measuring success**

### **What other options were considered?**

13 Not applicable

### **How will success be measured?**

14 Not applicable

### **What is the timetable and who will be responsible for implementation?**

15 Not applicable

## **Appendices**

- Appendix 1: Annual assurance report on corporate performance management arrangements

## **Background papers**

- None