

## **Annual Assurance report on Corporate Performance Management Arrangements**

Date: 25<sup>th</sup> November 2024

Report of: Interim Assistant Chief Executive - People, Digital & Change

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.

- A single list of Key Performance Indicators (KPIs) forms the basis of our corporate performance reporting. Work has taken place over the past year to review this list with Directorates and it will continue to be reviewed and updated if required to ensure we have the appropriate measures in place.
- The Best City Ambition was refreshed earlier this year and one of the items highlighted in the update was a need to strengthen the progress monitoring framework used for the Ambition. In response to this need for a clearer articulation of how we measure success, a new Best City Ambition Scorecard ("BCA Scorecard") is being introduced and will be included in our Annual Performance Report.
- Further work is taking place on our KPIs to put in place appropriate targets and identify tolerances to allow for more effective highlighting of key issues.

### **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 A review of the council's Key Performance Indicators has taken place over the past year to create and refine a single list that forms the basis of our performance reporting framework to CLT, Executive Board and Scrutiny Boards.
- 4 Further work to develop appropriate targets and tolerances for these KPIs is ongoing.
- 5 A refresh of the Best City Ambition took place earlier this year and consideration is being given to how its progress monitoring framework can best be developed. A new BCA Scorecard is being introduced and this will be linked into the council's performance management framework through our Annual Performance Report.
- 6 At the time of writing, performance management duties and accountabilities usually undertaken by the Director of Strategy and Resources are being performed by the Interim Assistant Chief Executive – People, Digital & Change as part of a short-term arrangement until the new Chief Executive starts their role. For the purpose of this report, the roles and responsibilities for these posts remain unchanged.

## What impact will this proposal have?

- 7 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

- 8 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

- 9 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.
- 10 Regular engagement with Elected Members takes place through performance reporting to Executive Board and Scrutiny Boards.

### **What are the resource implications?**

11 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?**

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

13 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?**

14 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?**

15 Not applicable

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

16 Not applicable

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

17 Not applicable

## **Appendices**

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

## **Background papers**

- None