

COMPREHENSIVE PERFORMANCE ASSESSMENT – DRAFT SELF ASSESSMENT

1 SUMMARY

- 1.1 This report introduces an initial draft of the Council's Self-Assessment, for Members' consideration and comment. The same report is also being presented to the other two Overview and Scrutiny Committees.

2 INTRODUCTION

- 2.1 As part of the Comprehensive Performance Assessment process, the Authority has to prepare and submit a Self-Assessment report. An initial draft has now been prepared and is being circulated both internally and to key partners for early information and comment. A copy of the draft Self Assessment is being despatched separately. It is important for Members to contribute to the process and input into the document.

3 DETAILED CONSIDERATIONS

Content

- 3.1 The Audit Commission guidance around the document is very detailed. The Self Assessment needs to address the following four questions and ten themes and also provide an introduction to the District.

Question

Themes

What is the Council Trying to Achieve?

Ambition; Prioritisation; Focus

How the Council set about delivering its priorities for improvement?

Capacity; Performance Management

What Improvements has the Council achieved/not achieved to date?

Achievement of service quality;
Achievement of improvement;
Investment

In light of what the Council has learnt, what does it plan to do next?

Learning; Future Plans

A maximum of four sides for each of key question and four sides for the introduction is allowed. At the conclusion the Council needs to score itself and present a one-sided high level action plan. In scoring the themes, the following methodology needs to be employed:

<u>Score</u>	<u>Definition</u>
Weak	
Weaknesses outweigh strengths	
Strengths outweigh weaknesses	
Strong	

In addition, each of the themes is weighted as follows:

<u>Theme</u>	<u>Weighting</u>
Ambition	1
Priorities	1
Focus	1
Capacity	1
Performance Management	1
Achievement in Services	3
Achievement in Improvement	3
Capacity	2
Learning	1
Future Plan	1

Overall, this scoring methodology will impact on the overall assessment, with the following categorisation being employed

<u>Score</u>	<u>CPA Category</u>
15-29	Poor
30-35	Weak

36-41	Fair
42-47	Good
48-60	Excellent

The Self-Assessment provides the starting point for the CPA inspection and its relationship to other aspects of the process is shown in Annex 1.

Timeframe

- 3.2 The intention is now to seek comments on the initial draft from Members, partners and staff. A finalised version of the draft Self Assessment will then be submitted to full Council on 30 October.
- 3.3 Once considered and approved at that meeting, the draft will be used as a basis for the Peer Challenge which is scheduled for 17-19 November. The draft will then be reviewed in the light of the comments arising from the Peer Challenge and represented to Members through the Overview and Scrutiny Committees in December prior to being submitted for final approval to Council on 18 December. The document will then be submitted to the Audit Commission and will form one of the main elements for the CPA inspection of the Council next February (23rd-27th February).

4 RISK IMPLICATIONS

4.1 Strategic

It is clearly important for the Council to achieve as good an assessment as is possible, and to use the process in such a way that it has the maximum positive impact in terms of securing improvement across the Authority.

4.2 Operational

The process should identify any areas of particular operational risk. Whatever the categorisation placed upon the Authority, the CPA through the improvement process will impact upon the overall operation of the Council.

4.3 Regulatory

A poor or weak score from the Self-Assessment is likely to increase the potential for involvement in the operations of the Authority from external agencies such as the Audit Commission, the Improvement and Development Agency and the Office of the Deputy Prime Minister (ODPM).

4.4 Financial

A poor or weak score from the Self-Assessment may increase the resource demands on the Authority in terms of securing the improvement and development of the Council.

4.5 Reputational

A poor or weak score has the potential to damage the overall reputation of the Authority.

4.6 People

A poor or weak score has the potential to negatively impact upon the morale of both members and staff and make recruitment at both member and officer level increasingly difficult.

5 RECOMMENDATION

- 5.1 It is proposed that the Committee consider the content of the draft Self-Assessment document, despatched separately, and comment accordingly.

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Background Papers

None

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