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Date: 14 October 2022



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David Hugh Thomas, Chairperson – Governance and Audit Committee, and Gavin McArthur, Deputy Chairperson – Governance and Audit Committee
Cardiff Council
County Hall
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Dear Mr Thomas and Mr McArthur,

**Governance and Audit Committee Recommendations and Observations –
Draft Well-being (Self-Assessment) Report 2021/22**

Thank you for your letter dated 10 October 2022 following the committee meeting on 27 September. This meeting was the first time that the Committee have been required to review the draft Annual Well-being (Self-Assessment) Report. It was a constructive and useful session.

Please find attached the formal response to the three recommendations made following the meeting. The recommendations of the Committee are welcomed, and all have been accepted in full. The observations of the Committee have been noted and will be taken forward into the development of subsequent Well-being Reports.

We look forward to ongoing dialogue and joint working with the Committee in the years to come to ensure that the Council continues to meet the performance requirements to the fullest extent.

Yn gywir/ Yours sincerely,

Paul Orders
Chief Executive, Cardiff Council

CYNGHORYDD / COUNCILLOR HUW THOMAS
ARWEINYDD / LEADER
CYNGOR CAERDYDD / CARDIFF COUNCIL

| Recommendation | Status | Response | Action Date |
|---|----------|---|-------------|
| <p>We recommend that the draft Strategic Assessments under each Wellbeing Objective are reviewed to</p> <ul style="list-style-type: none"> a. ensure the overall evaluative conclusions are explicitly recorded, b. consider if they provide sufficient emphasis on outcomes. | Accepted | <p>For each Well-being Objective section of the draft report, the Strategic Evaluation section has been reviewed following Committee and amended to provide a stronger evaluative assessment of performance. The Council commits to work in consultation with the Committee on further implementing this recommendation in the forthcoming mid-year assessment and in future Annual Well-being Reports.</p> | 17/10/2022 |
| <p>The Committee recognises the well-structured and comprehensive self-assessment process. However, we recommend the Council considers if the Annual Well-Being Report adequately records conclusions on the extent to which it meets its “performance requirements” namely: -</p> <ul style="list-style-type: none"> a. It is exercising its functions effectively, b. It is using its resources economically, efficiently and effectively, c. Its governance is effective for securing the above | Accepted | <p>The Council has clarified in the revised draft report that it considers that the self-assessment process and the Annual Well-being Report ensures that Council is meeting the statutory performance requirements. The Council commits to work in consultation with the Committee on continuing to strengthen the Council’s approach to future Annual Well-being Reports.</p> | 17/10/2022 |
| <p>It is considered that the narrative self-assessment within the “Key Successes” sections have an emphasis on input activities, we recommend that for future annual Self-Assessment Reports, that the Council consider whether a stronger focus on outcomes can be applied.</p> | Accepted | <p>The Council will review the Key Successes sections of future reports to ensure an appropriate balance between input, output and outcomes is presented.</p> | 15/12/2022 |