

Appendix 1: Timetable of the activities undertaken in support of Self-Assessment 2022/23

- The review of Year 1 of the Self-Assessment process was undertaken in **December 2022** and resulted in a series of minor adjustments to make the process more efficient in Year 2 and the strengthen the robustness of the evidence recorded.
- The desktop analysis was undertaken in **April to June** to collate and analyse the evidence available (internal data, external evidence and consultation).
- The first Leadership Group Self-Assessment Workshop was undertaken on **18 April** to identify evidence, challenges, opportunities for improvement and scores.
- The Overview and Scrutiny Coordinating Committee Workshop was held on **24 April** to record Member's perspectives on Council performance and opportunities for improvement.
- A second Leadership Group Workshop was subsequently held on **18 May to review the evidence and scores**, and sign off the Key Lines of Enquiry Matrix that contains the results of the exercise.
- The 2022/23 Self-Assessment Report was drafted between **June and August 2023** by the Performance and Research Team.
- The Corporate Stakeholder Survey was run between **28 June and 31 August**.
- The Draft Self-Assessment Report was presented to Leadership Group on **30 August** and approved to proceed to Governance and Audit Committee.
- The Draft Self-Assessment Report was presented to Leadership Group/Cabinet on **19 September**.
- The Draft Self-Assessment Report was presented to the Governance and Audit Committee on **27 September** as part of the Committee's statutory role in reviewing and making recommendations on the conclusions drawn in the report and the actions that the Council intends to take. The Governance and Audit Committee approved the report to proceed to publication and no formal recommendations were made.
- Feedback from the Governance and Audit Committee on the Draft Self-Assessment Report was reported to Leadership Group on **28 September**.
- The Self-Assessment Report was updated in **October** with minor formatting amendments to improve the quality of the report prior to Overview and Scrutiny Committee.
- The Draft Self-Assessment Report was presented to Overview and Scrutiny Coordinating Committee on **6 November**.