

## Self-reflection tool (adapted from Future Generation Commissioners Self-reflection tool)

### Section 1 – Where are we now? Progress towards priorities (Well-being Objectives)

This first section helps you to consider the Council's journey so far towards meeting Council's priorities (Well-being Objectives) set out in the Corporate Plan.

As a quick guide:

- **'Getting started'** means this is a new objective or a change in direction. This could also mean the Council has faced challenges or barriers to progress.
- **'Making simple changes'** should be quick and easy to implement. They're often actions that are 'low hanging fruit' that have been tested by others and have a low risk of failure.
- **'Being more adventurous'** involves stepping out of a 'business as usual' mind-set and acting to change how things are currently done. Signalling early progress to wider change, this might involve a change in strategy or team approach to doing something and could involve more departments and organisations than a 'simple change'.
- **'Owning our ambition'** can be a similar stage to 'being more adventurous' with initiatives developing and more people becoming involved. The Council will be taking more well-managed risks, reaching out to other sectors to make progress and collaborating on funding or staffing. The Council defines its approach as ambitious and staff feel empowered to work across sectors and influence change.
- Those that are **'Leading the way'** may be the first people or Council to be taking these actions and are a guide for others to follow. This is a systemic, transformational change to how things have always been done and will require reallocating resources, time to put the changes in place and collaboration with other bodies. Actions are innovative, inspirational and collaborative, putting the Act into practice across larger portfolios to achieve the Council's priorities. This way of working becomes embedded in the Council and good practice is shared with others.

Well-being Objectives	<i>Getting started</i>	<i>Making simple changes</i>	<i>Being more adventurous</i>	<i>Owning our ambition</i>	<i>Leading the way</i>
<p><b><i>Our Objective 1 is: Insert objective name here, e.g. Safeguarding People from Harm</i></b></p> <p><i>Rate the Council's progress to the right.</i></p>					
<p><b><i>Progress</i></b> – the progress the Council has made during the first 6 months to deliver the steps in the Corporate Plan to meet this Well-being Objective:</p>	<p><b>Progress we have made during the first 6 months of the year to deliver the steps in the Corporate Plan to meet this Well-being Objective:</b></p> <p><b>Your overview should provide a commentary to:</b></p> <ul style="list-style-type: none"> <li>• Guide the reader to the ‘story’ behind the performance indicator results and how these fit into the broader Council context.</li> <li>• Provide a progress update on delivering the “Steps to meet the Well-being Objectives” in the Corporate Plan.</li> <li>• Assess the impacts of missing targets / declining performance on meeting the Well-being Objectives.</li> <li>• Look ahead to the medium / long-term and how planned developments will help us meet the Well-being Objectives.</li> <li>• Your overview should also provide a commentary and inform the reader of the known effects of coronavirus on performance both during the period and for the forthcoming year, using any current / recent information to help provide appropriate context.</li> </ul> <p><b>The narrative should be:</b></p> <ul style="list-style-type: none"> <li>• Relevant and appropriate to the intended audience – CMT, Cabinet and the public.</li> <li>• In plain English (no abbreviations / acronyms).</li> <li>• Logically consistent with the results.</li> <li>• Consistent with the information in the rest of this self-reflection tool.</li> </ul>				

Appendix A

<p><b>Links to relevant information</b> – provide weblinks, links to media content, testimonials or bullet points to evidence of progress.</p>	<p>Your evidence here:</p>
<p><b>How the Council is applying the five ways of working when undertaking the steps in the Corporate Plan needed to progress this Objective?</b></p> <p>Provide a link or reflect this here:</p>	<p><b>Addressing long term challenges or trends:</b> <i>insert text here</i></p> <p><b>Preventing problems from occurring or from getting worse:</b> <i>insert text here</i></p> <p><b>Integration – joining things up and avoiding duplication / conflicting priorities:</b> <i>insert text here</i></p> <p><b>Involving people - including the public, service users and stakeholders:</b> <i>insert text here</i></p> <p><b>Working in partnership and collaborating with other organisations:</b> <i>insert text here</i></p>

## Section 2 – Prompts for reflection

- 1) Is there sufficient progress meeting this objective so far this year?

For example, how far has the Council progressed since last year? Is the Council where it is expected to be? What more might the Council need to do to accelerate change?

- 2) What are the main challenges or barriers to making progress towards meeting this Well-being Objective? What is required to help overcome them?

- 3) What examples of good practice are there?

- 4) **Summary** – *the key points on the stage reached in the journey so far and future direction of travel?* After taking the information in this self-assessment into consideration, is the Council still where we think it is in the journey at this point in time?

- 5) Are there any further observations or messages on progress that don't fit into other sections of this tool?

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