



Efficiency and Performance Sub (Finance) Committee

Date: THURSDAY, 12 JULY 2012

Time: 1.45 pm

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

4. DEPARTMENTAL REVIEW FOLLOW UP

Report of the Town Clerk.

Item received too late for circulation in conjunction with the Agenda.

Chris Duffield
Town Clerk and Chief Executive

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Agenda Item 4

Committee(s):	Date(s):
Efficiency and Performance Sub-Committee	12 July 2012
Subject: Departmental Review follow up	Public
Report of: Town Clerk	For Information
<u>Summary</u>	
<p>Since the Efficiency and Performance Sub-Committee first convened in May 2011 several departments have undergone efficiency reviews. This report updates Members on the status of follow-up actions requested by this Committee since May 2011.</p>	
Recommendations	
<ul style="list-style-type: none">• That Members note the content of this report.	

Contact:

Dan Hooper | daniel.hooper@cityoflondon.gov.uk | 020 7332 1432

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Date	Action	Date Addressed
13/07/11	Chamberlain's department efficiency review	
	The Chamberlain should provide a further report to a subsequent EPSC meeting addressing these specific issues in relation to the IS Review; How IS is considering flexible sourcing of IT skills and infrastructure; Ensuring IS resources are being focused on the right areas; How IS is supporting transformational change in Departments	EPSC November 2011 - The Chamberlain updated Members on the outsourcing of IT services and infrastructure. Whilst the report did not cover how IS is supporting transformational change in departments, this was reflected in the Chamberlain's comments.
	Members requested that an indicative timetable is produced setting out when departments would start to receive financial management information on a prompt and dynamic basis;	EPSC September 2011 - A verbal update was given by the Chamberlain.
	That the reports produced by the monthly meetings of the Finance Directors highlighting material variances should be made available to the Finance Committee;	Finance September 2011 - The September meeting of Finance Committee received and approved the format of a monthly financial monitoring report. EPSC Spetember 2011 - The Chamberlain made clear at the September EPSC meeting that the intention was for the Service Committee to receive a financial monitoring report on an exception basis.
	That a further report on the rationale for maintaining a relatively high level of in-house resource on Revenues (Business Rates and Council Tax) should be submitted to the Sub Committee and the Finance Committee; and	EPSC November 2011 - The Chamberlain confirmed that the City Corporation delivers this service alongside Liberata and therefore staffing levels should remain the same in order to maintain the excellent standards of collection and customer services.
	That an Internal Peer Review should be undertaken by the Business Support Director and the Financial Services Director, to assure Members that the Chamberlain is focusing on appropriate efficiency and performance priorities.	EPSC November 2011 - The Committee noted the update and requested that an actions tracker be reported to future meetings. This was reported at the February 2012 meeting.
	INTERNAL RECHARGES	
The Chamberlain is instructed to submit a report to the September meeting of the Sub Committee providing more evidence and reassurance that the internal recharge system is delivering value for money, the report should: Provide a more detailed breakdown of the internal recharges; Include the value of Trading Agreements; distinguish between internal recharges/support services that are mandatory and those that are discretionary.	EPSC November 2011 - The Chamberlain updated Members on the recharging system. The report was welcomed by Members but sought further information. EPSC February 2012 - Members considered VfM data for the City Corporation. As no useful benchmark against other local authorities could be made, the Financial Services Director suggested exploring other ways to benchmark this data. This was welcomed by Members.	

27/09/11	TOWN CLERK'S DEPARTMENT EFFICIENCY REVIEW (DEPARTMENTAL REPORT)	
	The Deputy Town Clerk agreed to update Members in due course on proposals relating to City of London Police and City of London Corporation shared services.	Police - A report was tabled at the April meeting of the Police Committee regarding shared services with the City. A verbal update will be given on the outcomes of this.
	The Deputy Town Clerk agreed to check with the Assistant Town Clerk regarding the role of the Member Development Group.	The Group has discussed this and have made it clear that its remit centres around learning and development. The Group will be looking to create a comprehensive induction programme for new Members following Court elections in 2013.
	COMMUNITY & CHILDREN'S SERVICES DEPARTMENT - EFFICIENCY REVIEW (BUSINESS PLAN SUMMARIES)	
24/11/11	That Members agree that in light of the comprehensive Commissioning Strategy now being progressed by the Director of Community & Children's Services that future progress regarding the delivery of efficiency and performance improvements and the DCCS commissioning strategy should be reported in summary form to the Efficiency & Performance Sub Committee either as a separate report or within the Transformation and Efficiency Board update reports, with the basis to be agreed by the Chairman and Deputy Chairman of the Sub Committee in consultation with the Chairman and Deputy Chairman of the Community & Children's Services Committee.	EPSC - No updates have been provided to date. CCS - The CCS Committee received an update in June highlighting the commissioning intentions for 2012/13. The strategy included three reviews: supported living; Portsoken Area, and youth services. The outcomes of which are due later this year. Other commissioned services were highlighted in the June report, including the 2012/13 priorities. These centred around community care and the devolution of responsibility for public health services to local government. It was also noted that officers would not be proposing a financial uplift for providers in 2012-2013 unless there is a contractual obligation to do so. This is in line with the continued position taken by partner authorities in Greater London and nationally.
	CHAMBERLAIN'S DEPARTMENT EFFICIENCY REVIEW - COUNCIL TAX AND BUSINESS RATES UPDATE	
	That the Chamberlain would provide Members with further detail on comparative service delivery costs as soon as possible.	The Chamberlain's Department circulated a note on the cost of collection.
	DEPARTMENTAL REVIEW: GUILDHALL SCHOOL OF MUSIC & DRAMA	

16/03/12	That the School's Long-term Financial Plan be noted; and the Committee receive regular reporting on the GSMD financial position (including updates on the fundraising campaign) and an analysis of the best and worst case scenarios based on variable student numbers over a 5 year period.	It was agreed that this would be brought back to an autumn 2012 EPSC meeting once the school has confirmation of its 2012/13 student numbers and was made aware of its HEFCE allocation.
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