

## **EFFICIENCY AND PERFORMANCE SUB (FINANCE) COMMITTEE**

**Wednesday, 17 July 2013**

Minutes of the meeting of the Efficiency and Performance Sub (Finance) Committee held at Guildhall, EC2 on Wednesday, 17 July 2013 at 1.45pm

### **Present**

#### **Members:**

Roger Chadwick (Chairman)  
Ray Catt (Deputy Chairman)  
Randall Anderson  
Nigel Challis  
Deputy Anthony Eskenzi  
John Fletcher  
Jamie Ingham Clark  
Edward Lord  
Jeremy Mayhew  
Ian Seaton  
Deputy John Tomlinson

#### **Officers:**

Susan Attard	- Deputy Town Clerk
Neil Davies	- Town Clerk's Department
Daniel Hooper	- Town Clerk's Department
Matthew Pitt	- Town Clerk's Department
Chris Bilsland	- Chamberlain
Suzanne Jones	- Chamberlain's Department
Paul Nagle	- Chamberlain's Department
Paul Double	- City Remembrancer

#### **1. APOLOGIES**

There were no apologies.

#### **2. DECLARATIONS BY MEMBERS OF ANY PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ANY ITEMS ON THIS AGENDA**

There were no declarations.

#### **3. MINUTES OF THE PREVIOUS MEETING**

The public minutes of the meeting held on 8 May 2013 were approved.

#### **4. OUTSTANDING ISSUES**

The Sub-Committee considered a report of the Town Clerk setting out all actions that remained open following the last meeting, with updates from the responsible officers.

**RESOLVED** - That the Improved co-ordination between Mansion House, Guildhall complex and the Central Criminal Court item be removed from the list of outstanding actions.

5. **TRANSFORMATION AND EFFICIENCY BOARDS UPDATE**

The Sub-Committee received a joint report of the Deputy Town Clerk and the Chamberlain providing updates on the work of both the Transformation and Efficiency Boards.

In response to a Member's question, the Deputy Town Clerk responded that officers were examining mobile app options for the delivery of City Corporation services. She added that part of this process was looking at how our existing app offers could be rationalised and simplified for the end-user.

In response to a Member's question regarding the trial of Microsoft Yammer, the Deputy Town Clerk responded that the City Corporation would not expend additional resources on a product that could be purchased as part of the contract renewal of for the Microsoft Enterprise License Agreement.

**RECEIVED.**

6. **INTER-DEPARTMENTAL EVENTS CO-ORDINATION**

The Sub-Committee considered a report of the Remembrancer updating Members on steps taken to refine co-ordination between the Remembrancer's Office, Mansion House, the Public Relations Office and Economic Development Offices on event planning and delivery over the previous twelve months.

Reference was made to the addition of the Department of Culture Heritage and Libraries to the Central Events Management Group and the need for liaison with others such as the Barbican and GSMD over anniversaries. In response, the Remembrancer stated that the work undertaken on events co-ordination between departments would further develop now that the Group had been established.

The Deputy Chairman requested that a progress report be brought to the Sub-Committee in twelve months.

In response to a Member's question on the relevance of guests at City Corporation events, the Remembrancer added that there was a new system in place to ensure invitations were appropriate and that it was working well.

**RESOLVED:** That: -

- i) the report be noted;
- ii) an update report be brought to the Sub-Committee at its July 2014 meeting; and
- iii) the Town Clerk produce a resolution for the next meeting of the Hospitality Working Party.

**7. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

In response to a Member's question on the forthcoming Service Based Reviews, the Chamberlain responded that the Sub-Committee, along with a number of other Committees, including the Resource Allocation Sub-Committee would play roles in the review process. Members confirmed that a monthly report to the Finance Committee would not be desirable.

**8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no urgent items.

**9. EXCLUSION OF THE PUBLIC**

**RESOLVED** - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

**10. PP2P PROGRAMME REVIEW**

The Sub-Committee approved a report of the Chamberlain.

**11. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

**12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no urgent items.

**The meeting ended at 3.17pm**

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Chairman

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