

EFFICIENCY AND PERFORMANCE SUB (FINANCE) COMMITTEE

Tuesday, 27 January 2015

Minutes of the meeting of the Efficiency and Performance Sub (Finance) Committee
held at Guildhall, EC2 on Tuesday, 27 January 2015 at 1.45 pm

Present

Members:

Roger Chadwick (Chairman)
Jeremy Mayhew (Deputy Chairman)
Randall Anderson
Deputy Anthony Eskenzi
John Fletcher
Jamie Ingham Clark
Deputy Alastair King
Ian Seaton
Deputy John Tomlinson

Officers:

Susan Attard	Deputy Town Clerk
Neil Davies	Town Clerk's Department
Philippa Sewell	Town Clerk's Department
Peter Kane	Chamberlain
Caroline Al-Beyerty	Chamberlain's Department
Andrew Crafter	City Surveyor's Department

1. APOLOGIES

Apologies were received from Nigel Challis and Philip Woodhouse.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

Ian Seaton declared a non-pecuniary interest in item 4.

3. MINUTES OF THE PREVIOUS MEETING

RESOLVED - That the public minutes and non-public summary of the meeting held on 10th September 2014 be agreed as an accurate record.

4. OUTSTANDING ACTIONS

The Sub Committee received an updated schedule of outstanding actions. Members discussed the actions, and noted that the City of London Police had recently introduced a Staff Suggestion Scheme, which was being reviewed to see if it could be rolled out more widely.

RESOLVED – That the report be noted.

5. **WORK PLAN FOR FUTURE MEETINGS**

The Sub Committee received a programme of work for the year and noted that changes would be italicised in future reports.

RESOLVED – That the report be noted.

6. **CIPFA VFM INDICATORS 2013/14**

The Sub Committee received a report of the Chamberlain, which outlined the CIPFA Public Sector Corporate Services Value for Money Indicators for Finance, HR and Legal Services between 2013/14 (the latest available statistics) in comparison to those from 2011/12. Members discussed the figures and queried whether some of these indicators were appropriate and/or useful, particularly with regard to Legal Services.

RESOLVED – That the report be noted.

7. **PERFORMANCE MONITORING: LONDON-WIDE PERFORMANCE INDICATORS**

The Sub Committee received a report of the Deputy Town Clerk presenting the period July to September 2014 from the dashboard of service Performance Indicators monitored and reported quarterly by London Councils, known as LAPS (London Authorities Performance Solution). Members clarified the indicators that demonstrated below average results, and noted these were either subject to fluctuation or were a result of the City of London Corporation not being easily comparable to London Boroughs.

RESOLVED – That more information regarding sickness absence figures be presented at a future meeting, and the report be noted.

8. **SERVICE BASED REVIEWS**

The Sub Committee received a report of the Deputy Town Clerk presenting the latest update in respect of the agreed Service Based Review cross-cutting reviews in the format of a Service Based Review Roadmap. Members discussed the format and content of the roadmap, and noted that this could be used to 'call-in' Project Sponsors and/or Leads for an in-depth review of individual projects.

Members were advised that more detailed plans and other documentation would support each of these reviews and that similar roadmaps would be drawn up for each department, going into greater detail as to the smaller projects that were taking place. Members noted that, as this was at an early stage, more attention was being given to what was being delivered, by whom, with what resources, and by when; once this had been clarified the roadmap could be populated with significant milestones and deadlines.

RESOLVED – That the Sub Committee receive an SBR Budget Monitoring report (timing to be aligned with quarterly reporting to the Finance Committee), and that the report be noted.

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

There were no questions.

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

There was no other business.

11. **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.

Item	Paragraph
12	3
13-14	-

12. **COMBINED HEAT AND POWER SYSTEM - ANNUAL REPORT 2013/14**

The Sub Committee considered a report of the City Surveyor.

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

There were no questions.

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

There was no other business.

The meeting ended at 3.15 pm

Chairman

Contact Officer: Philippa Sewell
tel.no.: 020 7332 1426
philippa.sewell@cityoflondon.gov.uk