



## Efficiency and Performance Sub (Finance) Committee

**Date:** MONDAY, 7 MARCH 2016

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOMS - WEST WING, GUILDHALL

**Members:** Deputy Roger Chadwick (Chairman)      John Fletcher  
Jeremy Mayhew (Deputy Chairman)      Deputy Jamie Ingham Clark  
Randall Anderson      Ian Seaton  
Nicholas Bensted-Smith      Deputy John Tomlinson  
Nigel Challis      Philip Woodhouse  
Deputy Anthony Eskenzi

**Enquiries:** Chris Braithwaite  
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**Lunch will be served in Guildhall Club at 1PM**  
**NB: Part of this meeting could be the subject of audio or video recording**

**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES OF THE PREVIOUS MEETING**  
To agree the public minutes and non-public summary of the meeting held on 13 January 2016.  

**For Decision**  
(Pages 1 - 4)
4. **OUTSTANDING ACTIONS**  
Report of the Town Clerk.  

**For Information**  
(Pages 5 - 8)
5. **SERVICE BASED REVIEW ROADMAP**  
Report of the Town Clerk.  

**For Information**  
(Pages 9 - 16)
6. **INCOME GENERATION - REPORT OF A CROSS-CUTTING SERVICE BASED REVIEW**  
Report of the Chamberlain (on behalf of the Performance and Strategy Summit Group).  

**For Decision**  
(Pages 17 - 28)
7. **WORK PLAN FOR FUTURE MEETINGS**  
Report of the Town Clerk.  

**For Information**  
(Pages 29 - 30)
8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
10. **EXCLUSION OF THE PUBLIC**  
MOTION - 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 Schedule 12A of the Local Government Act.  

**For Decision**

## Part 2 - Non-Public Agenda

11. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**  
To agree the non-public minutes of the meeting held on 13 January 2016.  
**For Decision**  
(Pages 31 - 34)
12. **SERVICE BASED REVIEW SAVINGS - DEPARTMENTAL MONITORING - QUARTER 3**  
Report of the Chamberlain.  
**For Information**  
(Pages 35 - 44)
13. **GUILDHALL SCHOOL OF MUSIC AND DRAMA - OPERATING MODEL REVIEW**  
Report of the Chamberlain. This report will also be considered by the Finance Committee on 15 March 2016 and the Finance and Resources Committee of the Board of Governors of the Guildhall School of Music and Drama on 11 April 2016.  
**For Information**  
(Pages 45 - 48)
14. **STRATEGIC ASSET MANAGEMENT SERVICE BASED REVIEW - PROCURING AND MANAGING SERVICES**  
Joint report of the Chamberlain and the Comptroller and City Solicitor.  
**For Decision**  
(Pages 49 - 68)
15. **STRATEGIC ASSET MANAGEMENT SERVICE BASED REVIEW - ASSET AND FACILITIES MANAGEMENT**  
Report of the Deputy Town Clerk.  
**For Information**  
(Pages 69 - 80)
16. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**