



## **Efficiency and Performance Sub (Finance) Committee**

**Date:** FRIDAY, 13 JULY 2018

**Time:** 1.45 pm

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

**Members:** Jeremy Mayhew (Chairman)  
Deputy Jamie Ingham Clark (Deputy Chairman)  
Randall Anderson  
Alderman Robert Howard  
Paul Martinelli  
Hugh Morris  
Ian Seaton  
Deputy Philip Woodhouse

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**Lunch will be served in the Guildhall Club at 1pm  
N.B. Part of this meeting could be the subject of audio 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 of the meeting held on 23<sup>rd</sup> May 2018.  
**For Decision**  
(Pages 1 - 4)
4. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**  
Report of the Town Clerk.  
**For Information**  
(Pages 5 - 6)
5. **WORK PROGRAMME FOR FUTURE MEETINGS**  
Report of the Town Clerk.  
**For Information**  
(Pages 7 - 8)
6. **ASSET MANAGEMENT - SERVICE BASED REVIEW - INTERIM REPORT**  
Report of the City Surveyor.  
**For Information**  
(Pages 9 - 12)
7. **CORPORATE AND BUSINESS PLANNING UPDATE**  
Report of the Town Clerk  
**For Information**  
(Pages 13 - 16)
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 23<sup>rd</sup> May 2018.  

**For Decision**  
(Pages 17 - 22)
12. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**  
Report of the Town Clerk.  

**For Information**  
(Pages 23 - 24)
13. **CONTRACT MANAGEMENT CORPORATE SUPPLIER PERFORMANCE SCORECARD RESULTS FY 17/18**  
Report of the Chamberlain  

**For Information**  
(Pages 25 - 34)
14. **DEPARTMENTAL MONITORING**  

**For Information**

  - a) Department of the Built Environment (Pages 35 - 46)  
Report of the Director of the Built Environment.
  - b) The City Surveyor's Department (Pages 47 - 56)  
Report of the City Surveyor
15. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**