

<b>Committee:</b>	<b>Date:</b>
Efficiency and Performance Sub Committee	05 March 2014
<b>Subject:</b> Outstanding Actions	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>

### **Summary**

At the 18<sup>th</sup> September 2012 meeting, Members agreed to receive an updated schedule of outstanding actions at each meeting, with previously agreed closed actions removed.

At the 22<sup>nd</sup> January 2014 meeting, Members requested that the schedule be updated following each meeting with the actions from that meeting. The attached schedule has been updated accordingly.

### **Recommendations**

The following actions (marked ♦ on the attached schedule) are recommended for closure:

- 7.2 Effectiveness of current “triggers”: This is considered in the report on the sub-Committee’s Terms of Reference.
- 7.6 Monitoring of Service Based Review savings: This is also considered in the report on the sub-Committee’s Terms of Reference.
- 7.7 London performance dashboard: The dashboard now shows how many authorities have submitted data for each indicator.
- 7.9 Publications: Members should contact Member Services in the Town Clerk’s Department in respect of particular journals or publications no longer required.
- 7.10 Service Based Review savings: Agreed savings are now recorded on the savings appendix to the regular Transformation and Efficiency Boards update report.
- 9.3 Schedule of Outstanding Actions: The schedule will now be updated following each meeting with the actions from that meeting.
- 9.4 Terms of Reference: A report is presented on today’s agenda.

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