

EFFICIENCY AND PERFORMANCE SUB-COMMITTEE - Outstanding Actions (as at 1/9/2015)

Item	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
1	January 2013	<p>Staff Suggestion Scheme Members requested that officers review and report back on the incentives offered to staff who suggest good ideas through the City Corporation's Staff Suggestion Scheme and also the level of uptake.</p>	Deputy Town Clerk	<p>30th September 2015: End of three month trial of refreshed scheme, using online platform "Hunchbuzz"</p>	<p>September 2015: The three month pilot of the revised staff suggestion scheme will finish at the end of September. The evaluation of the pilot will be carried out jointly with the City Police and reported to the Customer Services Steering Group and the Summit Group in the autumn. As at 1 September, 73 suggestions had been made.</p>
2	26 March 2015	<p>Soft market testing of the finance function Members requested that the soft market testing for aspects of the finance function be reported at a future meeting, along with recommendations for adding update reports and reviews of other departments to the Work Programme.</p>	Chamberlain/Financial Services Director	<p>September 2015</p>	<p>September 2015: Report later on this agenda DISCHARGED</p>

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3	26 March 2015	<p>Service Based Review – Barbican Centre Members requested that the Managing Director of the Barbican Centre be asked to present at the July meeting.</p>	Managing Director, Barbican Centre	<p>September 2015 (The Managing Director was unable to attend the July meeting)</p>	<p>September 2015: Report later on this agenda DISCHARGED</p>
4	17 July 2015	<p>Members Post Arrangements The Town Clerk undertook to speak to the Committee and Members’ Services Team about changing the default post arrangements for Members.</p>	Town Clerk	<p>September 2015</p>	<p>September 2015: There are no plans to make any changes to the current arrangements, however if Members inform the Town Clerk’s Department that they do not wish to receive their post at external addresses, this can be passed on to the Post Room. Members are encouraged to move to paper-free ways of working.</p>

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5	17 July 2015	<p>Future Work Plan Members requested that options regarding the scheduling of departmental reports and 'deep dives' into the cross-cutting reviews be provided at the next meeting.</p>	Town Clerk	September 2015	<p>September 2015 Options to be discussed under items later on this agenda.</p>
6	17 July 2015	<p>Extension of Citigen Contract (Combined Heat and Power) The Sub Committee resolved that officers investigate the alternatives to renegotiating the contract and hold initial discussions with Citigen before commencing negotiations.</p>	City Surveyor		<p>September 2015: Following consideration of the same report at CASC on 28 July 2015, the City Surveyor is preparing a presentation on possible alternatives to any new deal between Citigen and the City of London Corporation, and arranging a site visit for Members to Citigen's premises.</p>