

Committee:	Date:
Efficiency and Performance Sub Committee	26 September 2017
Subject: Efficiency & Sustainability Plan Update	Public
Report of: The Chamberlain and the Town Clerk	For Information
Report author: Geoff Parnell, Chamberlain's, Neil Davies, Town Clerk's	

Summary

This report provides Members with an update on the Efficiency & Sustainability Plan, including next steps with the Chief Officer Peer Review, as well as the review of Central Risk items. These reviews are part of the work being done to support and prepare departments to deliver the 2% continuous improvement targets over the next three years from 2018/19.

The Chief Officer Peer Review has been designed to help Chief Officers develop their business plans to make efficiency savings or generate income to help meet the annual 2% requirements of the Efficiency and Sustainability Plan and achieve better alignment of activities to the outcomes in the Corporate Plan, including cross departmental working on the 'big issues' for the City Corporation and its role in supporting the City, London and the UK.

The pilot tested the concept and methodology for the peer review. As a result of the feedback from the Pilot Group a small number of refinements have been agreed for the subsequent sessions starting in September.

A report on the review of Central Risk items will be provided to Members in November.

Recommendation:

Members are asked to note the progress on the Chief Officer Peer Review and the review of Central Risk items.

Main Report

Background

1. The Efficiency and Sustainability Plan sets out a framework that incorporates continuous improvement savings, with a rolling programme of Chief Officer Peer Reviews to help secure more radical changes in efficiency and effectiveness, alongside a limited number of cross cutting reviews. The key aspects are:

- An across the board light touch continuous improvement target reducing departmental budgets by 2% from 2018-19.
- A rolling programme of Chief Officer Peer Reviews to help identify more value for money and continuous improvements.
- A review of central risk items.
- Further cross cutting reviews, including prevention/demand management, when the current reviews have been implemented.

Chief Officer Peer Review

2. The Chief Officer Peer Review has been designed to help Chief Officers develop their business plans to make efficiency savings or generate income to help meet the annual 2% requirements of the Efficiency and Sustainability Plan and achieve better alignment of activities to the outcomes in the Corporate Plan, including cross departmental working on the 'big issues' for the City Corporation and its role in supporting the City, London and the UK.
3. The pilot for the Chief Officer Peer Review has been completed and the methodology refined for the subsequent groups starting in September. The Chief Officers involved in the Pilot Group were Peter Kane, Carolyn Dwyer, David Smith and David Farnsworth. The Pilot Group started with a short kick-off briefing meeting to discuss the review, followed by three 'action set' sessions led by an external facilitator held between May 2017 and July 2017. The purpose of these sessions is to help the Chief Officers to explore how their departments can be more innovative, collaborative and agile; to develop their business plans, and to formulate efficiency savings or income generation proposals to help meet the annual 2% continuous improvement requirement.

Next Steps for the Chief Officer Peer Review

4. The wider rollout of sessions for the remaining three Chief Officer Peer Review groups will commence in September and run concurrently, with the intention of completing the Peer Review by March 2018. The format of four Chief Officers supported by a facilitator has been retained.
5. The collection of innovative, collaborative and agile ideas provided beneficial learning from the Pilot Group and a tangible output of the Chief Officer Peer Review. These emerging ideas will help both to deliver the 2% continuous improvement savings or income generation as part of the Efficiency and Sustainability Plan and help us develop the organisation we need to deliver on the Corporate Plan.

Review of Central Risk Items

6. A review of all Central Risk items has begun with the aim of reducing expenditure budgets or increasing income in line with the general requirement for continuous improvement savings. An initial analysis has identified areas for further review including: income provisions, insurance, contingencies, and charges made to external bodies. A full report on the review of Central Risk items will be provided to Members in November.

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