

## **EFFICIENCY AND PERFORMANCE SUB-COMMITTEE – OUTSTANDING ACTIONS: PUBLIC**

<b>Item</b>	<b>Date</b>	<b>Action</b>	<b>Officer responsible</b>	<b>To be completed/ progressed to next stage</b>	<b>Progress Update</b>
1.	May 2017	<b>Contract Management Corporate Supplier Scorecard</b> The Sub Committee to receive reports on performance against the high-level categories.	Chamberlain	March 2018	Initial performance report to be presented to the Sub Committee in March 2018.
2.	Nov 2017 Item 5	<b>2018 Schedule of E&amp;P Sub Committee Meetings</b> Members requested the Town Clerk review the schedule of E&P Meetings in the first half of 2018 – it was proposed that the January 12 <sup>th</sup> meeting should be rearranged for later in the month, and, that the March, April and June meeting dates should be reviewed to ensure an appropriate “gap” between meetings was put in place, this would also ensure better alignment with the scheduling of the Finance (Grand) Committee.	Town Clerk	December 2017	The January 12 <sup>th</sup> session was moved to <b>30<sup>th</sup> January</b> The March 2 <sup>nd</sup> meeting has moved to <b>21<sup>st</sup> March</b> The 17 <sup>th</sup> April session has been moved to <b>23<sup>rd</sup> May</b> The 28 <sup>th</sup> June meeting has been moved to <b>13<sup>th</sup> July</b>
3.	Nov 2017 Item 5	<b>Departmental Reporting Schedule for 2018</b> The Town Clerk would work with the Chamberlain to develop a revised workplan, including an officer mechanism for reviewing and filtering departmental reports, and agreeing which need to go to the Sub-Committee.	Town Clerk/ Chamberlain	January 2018	A revised Departmental Reporting Schedule for E&P has been proposed – <b>Jan:</b> GSMD (follow-up report) City Surveyor's (Verbal update) <b>Mar:</b> City of London Police/Open Spaces <b>May:</b> Markets and Consumer Protection / Built Environment / Community & Children's Services <b>July:</b> Comptroller/ Mansion House/ Remembrancer