

Report to: Cabinet Member for Resources Portfolio

For: 13th November 2008

Report by: Head of Audit & Performance Improvement

Title: Efficiency Review Board

1. Purpose of Report

The purpose of this report is to seek approval from the Cabinet Member to establish an Efficiency Review Board to oversee the efficiency review programme.

2. Recommendation

The Cabinet Member is recommended to approve the formation of an Efficiency Review Board, with membership and terms of reference to be determined as stated in sections 4 and 5 of this report.

3. Background

In February 2008 members agreed a process for achieving efficiency savings necessary to deliver the Medium Term Resource Strategy. As part of this process the Head of Audit & Performance Improvement was tasked with leading an Efficiency Review. Evidence from other councils indicates that efficiency reviews are much more likely to be successful if they are supported and “owned” at strategic level by senior members and officers. Therefore, it is proposed to create an Efficiency Review Board, consisting of members and officers, to oversee and direct the efficiency review.

4. Membership of Board

It is proposed that the Board has the following standing members:

- Cabinet Member for Resources Portfolio
- Resources spokespersons from opposition groups
- A Strategic Director
- Head of Audit & Performance Improvement
- Head of Finance
- Head of Human Resources

Other members or officers may be invited to join the group as necessary.

5. Terms of Reference

It is proposed that detailed terms of reference will be agreed by the Board, but will be consistent with the following objectives:

- oversee the Efficiency Review
- approve new efficiency projects
- approve the allocation of resources to projects (subject to Cabinet approval of spend-to-save funding)
- monitor progress of efficiency projects
- monitor the level of savings being made through efficiency projects

6. Equalities Impact Assessment

Equality Impact Assessments will be carried out for each efficiency project as part of initial scoping and feasibility work.

7. City Solicitor's Comments

The City Solicitor is satisfied that it is within the Council's powers to approve the recommendations in this report.

Jon Bell
Head of Audit & Performance Improvement

Background List of Documents
Section 100D of the Local Government Act 1972

The following documents disclose facts or matters which have been relied upon to a material extent by the author in preparing this report –

None

The recommendations set out above were:
Approved/approved as amended/deferred/rejected
By the Cabinet Member for Resources on 13 November 2008

Signed: -----