

MATTERS ARISING FROM PREVIOUS MEETINGS

| Minute Number/Title | Decision/Agreement | Update | Action by | Completion Date |
|---|--|---|---|----------------------------|
| <p>28 Internal Audit and Value for Money Reporting: Report LDCS10180 (from the minutes of I&E Sub Committee on 13th October 2010)</p> | <p>A Member requested that the outcomes from the new approach to Value for Money reporting be reviewed in due course.</p> | <p>Outcomes from the new approach to Value for Money reporting to be reported to a future meeting of Improvement and Efficiency Sub Committee.</p> | <p>Organisational Improvement Team</p> | <p>TBA</p> |
| <p>39 Invest to Save: Report CEO1200 (from the minutes of I&E Sub Committee on 18th April 2012)</p> | <p>Following consideration of a proposal to provide a more responsive approval process for invest to save projects, Members resolved that Executive be requested to give Improvement and Efficiency Sub Committee delegated authority to determine Invest to Save bids requiring up to £200k in Capital.</p> | <p>Following consideration by Executive at its meeting on 23rd May 2012, it was resolved that the Improvement and Efficiency Sub Committee be given delegated authority to determine Invest to Save Schemes requiring up to £200k but that a cap on the total expenditure to be agreed be set at £1m and up to a maximum of 10 Schemes at this stage. It was also resolved that the Sub-Committee's attention be drawn to the comments made by Executive members in considering the request (see attached extract from the minutes at Appendix B), particularly the need to ensure that Members were kept fully informed in the early stages of schemes being processed.</p> | <p>Executive</p> | <p>October 2012</p> |

EXECUTIVE

Extract from the Minutes of the meeting held on 23 May 2012

187 INVEST TO SAVE - REFERENCE FROM IMPROVEMENT AND EFFICIENCY SUB COMMITTEE

Report RES12085

The Improvement and Efficiency Sub-Committee at its meeting on 18th April 2012 had agreed to request the Executive to delegate its authority to determine Invest to Save bids requiring up to £200k. Members were informed that a new system had been introduced under the direction of the Sub-Committee to encourage more Invest to Save bids as outlined in the report submitted to the Sub-Committee and circulated to Executive members.

Members were generally supportive of the proposal but suggested there should be a cap set on the amount and number of schemes being considered. The Chief Executive advised that there were not a lot of schemes waiting to be processed but it was hoped the new arrangement would encourage more projects to be brought forward. Particular reference was made to the need to ensure that Members were kept fully informed of what proposals were coming forward and the Chief Executive advised that it had been made plain to officers that the sponsorship of the relevant Portfolio Holder would need to be gained at an early stage in the process. Members also stressed the importance of having a clearly defined payback period and were advised by the Finance Director that shorter term pay back periods were the norm and only in exceptional cases would a longer period be agreed. The Sub-Committee would monitor the scheme and receive details in the form of a spread sheet listing all the approved schemes and progress with savings achieved. There would also be post completion reports showing the outcomes and savings that had been made.

RESOLVED that

- 1) the Improvement and Efficiency Sub-Committee be given delegated authority to determine Invest to Save Schemes requiring up to £200k but that a cap on the total expenditure to be agreed is set at £1m and up to a maximum of 10 Schemes at this stage; and**
- 2) the Sub-Committee's attention be drawn to the comments from the Executive members outlined above particularly the need to ensure that Members are kept fully informed in the early stages of schemes being processed.**

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