

*NOTICE OF MEETING*

**Meeting**                    EFFICIENCY PANEL

**Date and Time**        2 FEBRUARY 2010 AT 2.00PM

**Place**                    THE NIGHTINGALE ROOM, ELIZABETH II COURT  
WEST, THE CASTLE, WINCHESTER

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Andrew Smith OBE MA DPA MBA  
Chief Executive  
The Castle, Winchester SO23 8UJ

**AGENDA**

1.    **APOLOGIES FOR ABSENCE**
2.    **DECLARATIONS OF INTEREST**

All Members who believe they have a personal or prejudicial interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in paragraphs 9, 10, 11 and 12 of the County Council's Code of Conduct, consider whether to leave the meeting whilst the matter is discussed, save for exercising any right to speak in accordance with paragraph 12 of the Code. The declaration should be made at the time of the relevant debate.

3.    **MINUTES**

To confirm the minutes of the meeting held on 22 September 2009.

4.    **CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements the Chairman may make.

5.    **REPORT OF THE EFFICIENCY PANEL WORKSHOP**

To consider a report of the Efficiency Panel workshop session held on 25 November 2009.

6.    **PROCUREMENT IMPROVEMENT PROGRAMME (LESS EXEMPT APPENDIX)**

To consider a report of the Director of Property, Business and Regulatory Services on the procurement improvement programme.

7. **EXCLUSION OF THE PRESS AND PUBLIC**

Recommendation:

That in relation to the following items the public be excluded from the meeting, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item there would be disclosure to them of exempt information within Paragraphs 3 & 4 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the report.

8. **PROCUREMENT IMPROVEMENT PROGRAMME (EXEMPT APPENDICES)**

To consider the exempt appendices to the report of the Director of Property, Business and Regulatory Services at item 6, above.

9. **REDUCING WORKFORCE COSTS – UPDATE ON PROGRESS**

To consider an exempt report of the Director of Human Resources on workforce costs.

10. **TARGET EFFICIENCY SAVINGS**

To consider an exempt report of the County Treasurer on targeted efficiency savings.

11. **REVENUE INCOME OPTIMISATION**

To consider an exempt report of the County Treasurer regarding progress on revenue income optimisation.