

**Corporate Services & Partnerships Policy
Overview Committee**

22 July 2010

Minutes



HILLINGDON
LONDON

	<p>Members Present: Councillors Richard Lewis (Chairman), Jazz Dhillon, Raymond Graham, Carol Melvin, Robin Sansarpuri and Michael White.</p> <p>Apologies: None.</p> <p>Officer: Alan Buchanan (Support Services Manager – Finance & Resources Directorate), Kevin Byrne (Head of Policy, Deputy Chief Executive’s Office) and Khalid Ahmed (Democratic Services Manager).</p>	
10.	<p>Declarations of Interest</p> <p>None.</p>	
11.	<p>Minutes of the meeting held on 8 June 2010</p> <p>Agreed as an accurate record.</p>	
12.	<p>Exclusion of the Press and Public</p> <p>It was agreed that all items of business were considered in public.</p>	
13.	<p>Major Review – Draft Scoping Report</p> <p>Members were informed that the Committee’s next review would be looking at the preparation for the Census in 2011. The population data obtained from the Census determined how much funding a local authority received from central government.</p> <p>The Head of Policy attended the meeting and informed Members that the Office for National Statistics (ONS) had appointed a Census Liaison Officer for the Borough. The last Census in 2001 saw significant numbers of people fail to complete the Census questionnaires and the review could look at making a contribution to improving the number of completed forms for the Borough.</p> <p>A review could look at publicising at a local level the importance of residents completing Census questionnaires and the benefits this would bring to residents of the Borough. In</p>	<p>Action By:</p>

	<p>addition accurate Census data was vital for the Council's partners such as the Primary Care Trust.</p> <p>Members asked that consideration be given to publicising the review to enable residents of the Borough to be aware of the importance of the Census and the impact on the Council in terms of resources and the provision of services</p> <p>Resolved –</p> <ol style="list-style-type: none"> 1. That a draft scoping report be prepared on the preparations for the Census and how the Council can encourage residents of the Borough to respond to the Census to enable more accurate population data and greater funding from central government. 2. That the draft scoping report be agreed by the Chairman of the Committee in consultation with Democratic Services before it is circulated to Members of the Committee. 	<p>Action By:</p> <p>Khalid Ahmed</p> <p>Khalid Ahmed</p>
<p>14.</p>	<p>Performance Information Reports to end of March 2010 – Deputy Chief Executive's Office and Finance & Resources Office</p> <p>Members were informed the quarterly performance information reports provided a review of the actions taken to meet the Council Plan targets, the Local Area Agreement targets and National and Key performance indicators that each group used to manage and monitor performance.</p> <p>Reference was made to the changes central Government had made in relation to the abolition of the Comprehensive Area Assessment and the Local Area Agreements which would impact on the performance information reporting for the Council. Officers had been asked to look at the performance framework for the Council to take on board these changes.</p> <p><u>Deputy Chief Executive's Office (DCEO)</u></p> <p>The Head of Policy attended the meeting and provided Members with an overview of the performance within the Deputy Chief Executive's Office. The main issues reported were:</p> <ul style="list-style-type: none"> • The DCEO was responsible for the monitoring of 12 National Performance Indicators, with 6 of these being part of the biennial Place Survey which had been placed on hold by the new government due to the comprehensive spending review • Of the 12 local indicators which were linked to the Council's objective of 'serving our community and 	

	<p>agency staff. Members were informed that this had been further reduced, with the directorate now only employing 13 agency staff</p> <p>Members congratulated officers on the excellent performance across both the DCEO and F & R.</p> <p>Resolved –</p> <p>1. That the contents of the reports be noted.</p>	
15.	<p>Work programme 2010/11</p> <p>The report was noted.</p>	
16.	<p>Cabinet Forward Plan</p> <p>The report was noted.</p>	
	<p>Meeting closed at 8.45pm Next meeting: 7 September 2010 at 7.30pm.</p>	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Khalid Ahmed on 01895 250833. Circulation of these minutes are to Councillors, Officers, the Press and Members of the Public.