

## Minutes

**Corporate Services and Partnerships Policy  
Overview Committee  
Wednesday, 9 February 2011  
Meeting held at Committee Room 5 - Civic Centre,  
High Street, Uxbridge UB8 1UW**



	<p><b>Members Present:</b> Councillors Richard Lewis (Chairman), Raymond Graham, Kuldeep Lakhmana, Andrew Retter, Robin Sansarpuri and Michael White.</p> <p><b>Apologies:</b> Councillor Anita MacDonald (Councillor Kuldeep Lakhmana substituting) and Carol Melvin (Councillor Andrew Retter substituting).</p> <p><b>Officers:</b> Steve Smith (Facilities Manager), Mike Talbot (Organisational Development Manager - HR) and Khalid Ahmed (Democratic Services Manager).</p>
46.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>None.</p>
47.	<p><b>MINUTES OF THE MEETING HELD ON 19 JANUARY 2011</b></p> <p>Agreed as an accurate record.</p>
48.	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>It was agreed that all items of business were considered in public.</p>
49.	<p><b>BUDGET PROPOSALS 2011/12 – COMMENTS FROM POLICY OVERVIEW COMMITTEES</b></p> <p>Members were reminded that as part of the Council's Constitution, Policy Overview Committees had a role to review the Cabinet's budget proposals which had been agreed at Cabinet on 16 December 2009. Each Policy Overview Committee had given consideration to budget proposals relating to the service areas within their remit and their comments were submitted to this Committee for comment and to be referred to Cabinet.</p> <p>The comments made were as follows:</p> <p><b>Residents' &amp; Environmental Services POC – 18 January 2011 (Planning, Environment and Community Services Group)</b></p> <p>The Committee noted the budget projections and combined budget proposals put forward by the Planning, Environment &amp;</p>

	<p>Community Services Group, within the context of the corporate budgetary position. There were no specific comments.</p> <p><b>Corporate Services &amp; Partnerships POC – 19 January 2011 (Finance &amp; Business Services and Deputy Chief Executive’s Office Groups)</b></p> <p>The Committee noted the budget projections put forward by Central Services. There were no specific comments.</p> <p><b>Education &amp; Children’s Services POC –26 January 2011 (Education &amp; Children’s Services Group)</b></p> <p>The Committee made the following comments on the Education and Children’s Services budget for consideration:-</p> <ol style="list-style-type: none"> <li>1. That the wording ‘core offer’ and ‘additional offer’ (see below) be clarified to provide a better understanding of what was being provided as part of these services. <p style="margin-left: 40px;"><i>“The Education &amp; Children’s Services Group has taken the opportunity to completely rethink how it delivers its overall service to Hillingdon’s children and young people. It has applied a phased approach to developing a ‘core offer’ for services deemed essential, backed by an ‘additional offer’ of services which support the core services, as many of the core services do not, on their own, ensure child safety. Savings proposals have been developed on a service basis.”</i></p> </li> <li>2. The Committee highlighted the importance of partnership working if the proposals contained within the budget were to work.</li> <li>3. The Committee requested that it should be made clear in the report that this was the last stage of a long process to develop the budget proposals being put forward to Cabinet.</li> <li>4. The Committee asked that the “End of Student Award Function” saving proposal be re-worded for clarity (saving no. 2.3)</li> <li>5. The Committee requested that relation to the Music Service saving proposal that it contains a description advising that the savings figure referred to does not just come from charging for services (saving no. 5.5)</li> <li>6. Fees &amp; Charges – the Committee asked that consideration be given to different charges being made for services to residents and non residents as is the</li> </ol>	<p><b>Action By:</b></p>
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	<p>case in other departments.</p> <p>7. The Committee recognised that Hillingdon was one of the few councils increasing funding for its capital projects. The Committee requested that officers seek to ensure that this approach continued given the likely pressures faced in primary schools and in due course in secondary schools.</p> <p>8. Finally, the Committee recognised the considerable difficulty faced by officers in meeting the current financial situation, which has been forced upon them. The Committee agreed with the approach taken in streamlining administration to improve ways of working and avoiding duplication with schools.</p> <p><b>Social Services, Health &amp; Housing POC – 27 January 2011 (Adult Social Care, Health &amp; Housing Group)</b></p> <p>The Committee noted the budget projections put forward by Adult Social Care Health and Housing and made the following comments for Cabinet to note:</p> <ul style="list-style-type: none"> <li>• In relation to Carers, the Committee highlighted (The Authority) should be careful not to inadvertently create other budget pressures by decisions taken (in this area).</li> <li>• With regards to Personalised Budgets, the Committee noted that ICT (Liquid Logic) teething problems were delaying the Department's progress to roll out personal budgets.</li> <li>• With one of the Committee's major review topics focusing on Assistive Technology, the Committee welcomed the speed at which their work on Assistive Technology was being progressed further by the Leader.</li> <li>• On the benefits of Partnership working with the PCT, the Committee welcomed the expectation of the PCT working closely with the Council on new budget streams but expressed concern about the respite care one and asked Officers to seek to ensure that this is used by the PCT to enhance support for carers within the Borough.</li> <li>• When the Committee examined Day Services Provision, it expressed concern that changes to community education could bring an influx of these clients, and this had not been taken account of in the budget figures.</li> <li>• In relation to Day Centre provision, the Committee noted</li> </ul>	<p><b>Action By:</b></p>
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	update be provided to the Committee if and when the system is to be implemented.	<b>Khalid Ahmed</b>
<b>51.</b>	<p><b>SECURITY CONTRACT</b></p> <p>The Facilities Manager attended the meeting and provided Members with the background to the recent tender process for the Council’s Security Contract. Members were informed that the contractor notifications had been sent out and there was now a ten day “cool off” period for any challenges to the decision on the successful tenderer.</p> <p>Members were informed that the new contractor’s tender submission was superior to the other competitors in terms of cost and quality and also the new provider would be based in Uxbridge. Existing security staff would be transferred to the new provider under TUPE regulations and there would be no visible changes to the service. Reference was made to the profile of the security staff around the Civic Centre and Members were informed that it was likely that the security staff would have new distinctive uniforms which would improve their profile in the Civic Centre.</p> <p>Discussion took place regarding the general security at the Civic Centre, particularly in relation to the safety of officers and Members when meeting with members of the public. Reference was made to some meeting rooms in the Civic Centre, from a personal security perspective, not being suitable for individuals (officers and Members) when meeting with members of the public.</p> <p>Members asked that for the next meeting of the Committee a brief paper be prepared which provided details on the security measures which were in place in the Civic Centre.</p> <p>Also for the next meeting a short review would take place which would look at the possible measures which could be introduced to ensure the safety of individuals when meeting with members of the public at the Civic Centre.</p> <p><b>Resolved –</b></p> <ol style="list-style-type: none"> <li>1. That the information reported be noted and officers be asked to prepare a report for the next meeting which provided details on the security measures which were in place at the Civic Centre.</li> <li>2. That a review takes place at the next meeting which looks at how security measures could be improved for officers and Members, when meeting members of the public in the Civic Centre.</li> </ol>	<p><b>Steve Smith</b></p> <p><b>Khalid Ahmed</b></p>

		<b>Action By:</b>
<b>52.</b>	<p><b>FORWARD PLAN</b></p> <p>Noted.</p> <p>Members asked that consideration be given to a Members' Seminar on the Anti-Fraud Strategy which was to be considered by Cabinet on 17 March 2011. This would be taken forward.</p>	<b>Khalid Ahmed</b>
<b>53.</b>	<p><b>WORK PROGRAMME</b></p> <p>Noted.</p> <p>Discussion took place regarding the Localism Bill and it was agreed that consideration be given to a possible review on aspects of this, in the next Municipal Year.</p>	
	<p><b>Meeting closed at 8.30pm</b>  <b>Next meeting: 16 March 2011 at 7.30pm.</b></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 is to Councillors, Officers, the Press and Members of the Public.