

## Minutes

### CORPORATE SERVICES AND PARTNERSHIPS POLICY OVERVIEW COMMITTEE

16 June 2016



Meeting held at Committee Room 3 - Civic Centre,  
High Street, Uxbridge UB8 1UW

	<p><b>Committee Members Present:</b> Councillors Scott Seaman-Digby (Chairman), Richard Mills (Vice-Chairman), Henry Higgins, Wayne Bridges, Raymond Graham, Duncan Flynn, Robin Sansarpuri (Labour Lead), Tony Burles, Manjit Khatra (as substitute)</p> <p><b>LBH Officers Present:</b> Alex Quayle (Democratic Services Officer)</p>	
3.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Cllr Garg, who was substituted by Cllr Khatra.</p>	
4.	<p><b>DECLARATIONS OF INTEREST</b> (<i>Agenda Item 2</i>)</p> <p>None.</p>	
5.	<p><b>MINUTES OF THE MEETINGS HELD ON 10 MARCH 2016 AND 12 MAY 2016</b> (<i>Agenda Item 3</i>)</p> <p>Minutes of the meetings held on 10 March 2016 and 12 May 2016 were agreed.</p>	
6.	<p><b>EXCLUSION OF PRESS AND PUBLIC</b> (<i>Agenda Item 4</i>)</p> <p>The meeting was held entirely in Part I.</p>	
7.	<p><b>REVIEW TOPICS FOR FIRST MAJOR REVIEW OF 2016/17</b> (<i>Agenda Item 5</i>)</p> <p>Members discussed the number and scope of reviews for the municipal year, deciding that the Committee would provisionally plan for one major review and two minor reviews.</p> <p>The Chairman proposed that the Committee's Major Review for 2016/17 consider the Council's recruitment practices. It was noted that the Social Worker recruitment portal had been a major improvement to the public-facing part of the website and branding, but this had a narrow benefit that could be employed more widely in other recruitment sectors.</p> <p>Areas of recruitment which the review may wish to consider included advertising and branding, interview methods and manager training, new staff induction and equalities. Appropriate witnesses for these subject areas may include Council Officers and Human Resources</p>	<p><b>Action by</b></p>

	<p>staff, the Local Government Association and other London boroughs, private sector and charity sector employers.</p> <p>The Committee commented that improvements to the overall branding and recruitment process had the potential to make a long-term improvement to the attractiveness of the Council as an employer, and agreed that a scoping report should be produced for a review of recruitment practices. It was noted that the scope of the review was not to include organisational structure.</p> <p>The Committee discussed numerous ideas for minor review topics. Members instructed officers to consider the feasibility of several suggested review topics and to report back to Members by email, with the intention that scoping reports for preferred topics could be prepared for consideration at the September meeting.</p>	Democratic Services
8.	<p><b>BUSINESS RATES REVIEW - VERBAL UPDATE</b> (<i>Agenda Item 6</i>)</p> <p>The Committee received a written statement from Mr Raj Alagh, Borough Solicitor, regarding progress made with the outcomes of the Business Rates Review, and proactive efforts made by officers to resolve outstanding issues.</p> <p>The Committee thanked the Mr Alagh for the update, and indicated that they would welcome more information when available.</p>	<p><b>Action by</b></p> <p>Legal</p>
9.	<p><b>FORWARD PLAN</b> (<i>Agenda Item 7</i>)</p> <p>The Forward Plan was noted.</p>	<b>Action by</b>
10.	<p><b>WORK PROGRAMME 2015/2016</b> (<i>Agenda Item 8</i>)</p> <p>The Work Programme was noted. It was agreed that Alex Quayle would update the proposed meeting items based on the discussion of review topics prior to the next meeting.</p> <p>Members were notified of the possible cancellation of the July meeting.</p>	<p><b>Action by</b></p> <p>Democratic Services</p>
	The meeting, which commenced at 7.30 pm, closed at 8.39 pm.	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Alex Quayle on 01895 250692. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.