

# **CORPORATE SERVICES & PARTNERSHIPS POLICY OVERVIEW COMMITTEE - REVIEW TOPICS FOR 2017/18**

**Contact Officer:** Luke Taylor  
**Telephone:** 01895 250 693

## **REASON FOR ITEM**

To enable the Committee to agree a topic or topics to be reviewed by the Committee in 2017/18.

## **OPTIONS OPEN TO THE COMMITTEE**

The Committee is asked to select an area or areas within its remit to be reviewed. Officers will then provide a scoping report for the Committee that addresses Members' main concerns and puts forward an effective plan for the review.

Members can select multiple review topics, as well as specify whether it should be a major or minor review.

## **RECOMMENDATION TO THE COMMITTEE**

It is recommended that the Committee select "Staff Induction and Retention" and "Improving Resident Engagement" as its two minor reviews for 2017/18.

## **INFORMATION**

1. The Committee is responsible for undertaking the 'policy overview' role in relation to the Administration and Finance area of the Council. The full range of services under the Committee's remit is outlined in the terms of reference at the start of the agenda. These are primarily strategic policy and internal functions such as finance, property, personnel, democratic services, legal services, ICT, economic development, as well as equalities and diversity.
2. Previous experience from both Hillingdon and other Councils indicates that the Committee can have the greatest impact by focusing on a work programme agreed at the start of the Council year. Similarly, focusing upon one or two items at each meeting can help Members engage with the major issues and encourage stakeholder engagement.
3. At the previous meeting, held on 11 April 2017, Members discussed potential topics for a review. These have since been discussed with the officers, who provided the following feedback on potential review topics:

### ***Staff Induction and Retention***

This topic was supported by the Committee at the meeting on 11 April 2017, and officers confirmed that it would be a suitable review topic for 2017/18, as it was an important continuation of the successful work the Committee did with regards to the review into Recruitment in Hillingdon, which was presented to Council on 20 April 2017.

### ***Council IT Equipment***

Officers concluded that a report would be sufficient at this time, as there was not enough substance for an entire review.

### ***School Bullying***

This item is not considered within the remit of the Committee's responsibilities.

### ***Homophobic Bullying***

This item was added to the Work Programme for an update item.

### ***Politics in Social Media***

It was concluded that this item was not within the control of the Council.

### ***Political Safeguarding and Safety at the Civic Centre***

This item was reviewed in 2010/11.

### ***Improving Resident Feedback and Engagement***

Officers concluded that this item had the potential for a minor review.

### ***Best Use of Space in the Civic Centre***

This topic was reviewed recently by officers.

### ***Lighting in the Civic Centre***

The Civic Centre Phase I LED Project is due to begin on 26 June. Further considerations regarding improved lighting controls are under consideration but this is at an early stage; as such, officers concluded that a review is not necessary.

### ***Apprenticeships in Hillingdon***

Officers advised that the new apprenticeships scheme was just introduced in April, and therefore is too new to review at this time.

### ***Volunteer Work in Hillingdon***

Officers concluded a review may be difficult to undertake at this stage without a coordinating organization for volunteering, and it was suggested a report be added to the work programme at this time, with the potential to look further at the item in the future.