

JOHN WARD
Head of Finance and Governance Services

Contact: Bambi Jones on 01243 534685
Email: bjones@chichester.gov.uk

East Pallant House
1 East Pallant
Chichester
West Sussex
PO19 1TY
Tel: 01243 785166
www.chichester.gov.uk



A meeting of **Overview & Scrutiny Committee** will be held in Committee Room 2, East Pallant House on **Tuesday 14 March 2017 at 9.30 am**

MEMBERS: Mrs C Apel (Chairman), Mrs N Graves (Vice-Chairman), Mr P Budge, Mr M Cullen, Mr J Connor, Mrs P Dignum, Mr N Galloway, Mr G Hicks, Mr S Lloyd-Williams, Caroline Neville, Mr H Potter, Mr J Ransley, Mr A Shaxson, Mrs J Tassell and Mr N Thomas

AGENDA

- 1 **Chairman's announcements**
Any apologies for absence that have been received will be noted at this point.
- 2 **Minutes** (Pages 1 - 12)
To approve as a correct record the minutes of the Overview & Scrutiny Committee meetings held on 17 January 2017 and 24 January 2017.

To receive an update on progress against the committee's recommendations to Cabinet and Council.
- 3 **Urgent Items**
The Chairman will announce any urgent items that due to special circumstances are to be dealt with under the agenda item below relating to Late Items.
- 4 **Declarations of Interests**
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 5 **Public Question Time**
The procedure for submitting public questions in writing no later than 12:00 on 13 March 2017 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
- 6 **Deputy Leader and Community Services Portfolio Holder address**
The Deputy Leader and Cabinet Member for Community Services is invited to present her priorities and areas of focus over the coming months and to answer questions from the committee on progress towards achieving the priorities within her portfolio which appear in the Council's Corporate Plan.
- 7 **Recycling Action Plan** (Pages 13 - 28)
The committee is requested to consider and note progress against the 2016/17 Recycling Action Plan. The committee is also asked to consider the updated 2017/18 Recycling Action Plan and to recommend this to Cabinet for approval. Messrs Connor and Shaxson, members of this committee on the Waste & Recycling Panel, will contribute to this discussion.

- 8 **Education Review 2017 - final report from the Task and Finish Group** (Pages 29 - 33)
The committee is requested to consider the final report from the task and finish group established by this committee to carry out a review of education in the district.
- 9 **Community Safety Review 2017 - final report from the Task and Finish Group** (Pages 34 - 37)
The committee is requested to consider the final report of the task and finish group established by this committee to carry out the statutory annual review of the performance and strategic direction of the council's Community Safety Partnership.
- 10 **Cultural Grants Review 2017 - Terms of Reference and scoping of review** (Page 38)
The committee is requested to consider and approve the Terms of Reference for this review and to appoint the members and the Chairman of this group.
- 11 **Forward Plan** (Pages 39 - 51)
Members are asked to consider the latest Forward Plan (attached) and to consider whether it wishes to enquire into any of the forthcoming decisions.
- 12 **Late Items**
Consideration of any late items as follows:
a) Items added to the agenda papers and made available for public inspection.
b) Items which the Chairman has agreed should be taken as matters of urgency by reason of special circumstances reported at the meeting.
- 13 **Exclusion of the Press and Public**
There are no restricted items for consideration.

NOTES

1. The press and public may be excluded from the meeting during any item of business where it is likely that there would be disclosure of "exempt information" as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
2. Restrictions have been introduced on the distribution of paper copies of supplementary information circulated separately from the agenda as follows:
 - a) Members of the Overview & Scrutiny Committee, the Cabinet and Senior Officers receive paper copies of the supplements (including appendices). Other members may request a copy of the supplementary information or a copy is available in the Members' Room, East Pallant House.
 - b) The press and public may view this information on the council's website here [here](#) unless they contain exempt information.
3. The open proceedings of this meeting will be audio recorded and the recording will be retained in accordance with the council's information and data policies. If a member of the public enters the committee room or makes a representation to the meeting, they will be deemed to have consented to being audio recorded. If members of the public have any queries regarding the audio recording of this meeting, please liaise with the contact for this meeting at the front of this agenda.
4. Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with

the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intention before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided.