

JOHN WARD
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A meeting of **Overview & Scrutiny Committee** will be held in The Assembly Room - The Council House (Chichester City Council), North Street, Chichester on **Tuesday 12 September 2017** at **9.30 am**

MEMBERS: Mrs C Apel (Chairman), Mrs N Graves (Vice-Chairman), Mr P Budge, Mrs P Dignum, Mr N Galloway, Mr G Hicks, Mr S Lloyd-Williams, Mr K Martin, 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 - 10)
To approve as a correct record the minutes of the Overview & Scrutiny Committee meeting held on 13 June 2017.
To consider progress against any recommendations.
- 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 11 September 2017 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
- 6 **Environment Services Portfolio Holder address**
The Cabinet Member for Environment Services is invited to present his priorities and areas of focus over the coming months and to answer questions from the committee on progress towards achieving the priorities within his portfolio which appear in the Council's Corporate Plan.
- 7 **Leisure Services Performance Review** (Pages 11 - 62)
The committee is requested to consider the Post Project Evaluation (PPE) report for the leisure procurement project and the 2016-17 Annual Report from Everyone Active (Sport and Leisure Management Ltd) and to confirm that it is satisfied that the contractor is achieving satisfactory levels of performance against the outcomes at paragraph 3.0 in the annual report.

Mr H Potter, the committee's representative on the corporate Leisure Management

Task and Finish Group, will support this review.

8 **Southern Gateway, Chichester - Implementation** (Pages 63 - 78)

The committee is requested to consider the draft Project Initiation Document, attached as Appendix 1 and to make any comments they wish to for consideration by Cabinet. The committee is also requested to nominate one of its members to sit on the proposed Chichester Growth Board as an observer.

9 **Corporate Plan Mid-Year Review - Terms of Reference** (Pages 79 - 80)

The committee is requested to consider and agree the Terms of Reference for this Task and Finish Group review, to agree the membership and appoint the Chairman.

10 **Forward Plan** (Pages 81 - 96)

The Committee is requested to consider the latest Cabinet Forward Plan and to decide whether it wishes to enquire into any of the forthcoming decisions.

11 **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.

12 **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).
 - 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.