



Minutes of the meeting of the **Overview & Scrutiny Committee** held in Committee Room 2 - East Pallant House on Tuesday 19 November 2019 at 9.30 am

**Members Present:** Mr A Moss (Chairman), Mrs C Apel, Mrs T Bangert, Mr A Dignum, Mr K Hughes, Mr D Palmer, Mr C Page, Mr H Potter, Mrs S Sharp and Mr A Sutton

**Members not present:** Mr T Johnson

**In attendance by invitation:**

**Officers present:** Mrs H Belenger (Divisional Manager for Financial Services), Mr A Buckley (Corporate Improvement and Facilities Manager), Ms P Bushby (Divisional Manager for Communities), Miss K Davis (Democratic Services Officer), Miss Stephanie Evans (Environmental Coordinator), Mrs J Hotchkiss (Director of Growth and Place), Mrs T Murphy (Divisional Manager for Place), Mrs S J Parker (Public Relations Manager), Mrs S Peyman (Divisional Manager for Culture), Mrs L Rudziak (Director of Housing and Communities), Ms A Stevens (Divisional Manager for Environmental Protection) and Mr T Whitty (Divisional Manager for Development Management)

### 305 **Chairman's Announcements**

The Chairman welcomed Mrs Bushby, the lead officer of Scrutiny to her first meeting.

Apologies had been received from Mr Johnson.

### 306 **Minutes**

Mr Moss welcomed members comments. The Committee requested that in future the minutes be recorded as notes of the decisions made.

With regard to *minute 298 - Anti Poverty Strategy* it was confirmed that the item had been taken forward and would be brought back to the Committee next year.

Following the motion submitted to Full Council relating to social and affordable housing it was confirmed that the Committee would be invited to consider the draft Housing Strategy at its January meeting. The report will recommend that a Local Housing Delivery Task and Finish Group be set up.

## **RESOLVED**

That the minutes of the meeting held on 10 September 2019 be approved and signed as a correct record, subject to the amendment of minute 291, paragraph 4, delete "Supervisor".

### **307 Urgent Items**

There were no urgent items.

### **308 Declarations of Interests**

Mrs Apel declared a personal interest in relation to agenda item 9 as a friend and chaperone of Chichester Festival Theatre.

Mrs Sharp declared a personal interest in relation to agenda item 8 as a Chichester City Council appointed representative of the Business Improvement District.

### **309 Public Question Time**

There were no public questions.

### **310 Cabinet Member for Environment and Chichester Contract Services Address**

Mr Moss welcomed Mrs Plant, the Cabinet Member for Environment and Chichester Contract Services. Mrs Plant addressed the Committee outlining the importance that the council has given to the declaration of a Climate Emergency. She then provided an update on the council's environmental strategy which will address the concerns raised by the Declaration.

Members asked questions on the following topics:

- Using Friends of the Earth as a benchmark
- Solar Panel requirements within the Local Plan
- Electricity Prices
- Cost of Electric Cars
- Environment team staffing levels
- Funtington piggery expansion
- Air Quality Management Areas and health implications
- Creating a more radical approach to the management of air quality
- Emissions from vehicles used by developers
- Car Free Day
- Improving the focus on public health
- Improving public transport and cycle routes
- Solving rather than mitigating environment problems
- Making it easier and cheaper for individuals and businesses to help the environment
- Supporting the provision of additional staff to address the climate emergency issues
- Food waste schemes

- Public involvement
- Parish involvement

The Chairman thanked Mrs Plant and officers for their contribution.

### 311 **Reducing Single Use Plastics - Monitoring and Review**

Mr Moss welcomed Mrs Evans and Mrs Stevens from the Environment team. Mrs Evans outlined the report highlighting the Single Use Plastics Action Plan and what has been achieved to date.

Members asked questions on the following topics:

- Figures relating to the reduction of plastics since the implementation of the Action Plan
- Supermarket plastics
- Recycling measures at large public events
- Separate recycling bag colours for litter picks
- Increasing staffing
- Collection of crisp packets and biscuit wrappers and the number of local collection points
- Businesses and their use of single use plastics

The Chairman confirmed that a number of the points raised would be passed officers at Chichester Contract Services as Mr Carter had left the meeting.

#### **RESOLVED**

1. The Committee notes the progress on the Council's Single Use Plastics Action Plan.
2. The Committee requests that in the budget making process Cabinet considers increasing the resources available to officers to deal with the issues arising from the production of single use plastics.

The Chairman thanked officers for their contribution.

### 312 **Annual Review of Business Improvement Business District (BID)**

Mr Moss welcomed Mr Hicks from Chichester Business Improvement District (BID), Mrs Hotchkiss, Director of Growth and Place and Mrs Murphy, Divisional Manager for Place. Mr Hicks outlined the report highlighting the importance of the BID's partnerships in particular with the council. He emphasised the need to educate the public on the current condition of the high street with regard to the interpretation of the statistics.

Members asked questions on the following topics:

- Creation of a new body to discuss the future of the city
- The number of organisations involved in the future planning of the city
- The best options for leadership on the vision of the city
- Which bodies have the powers to tackle which issues

- The importance of the rural areas
- Positive feedback on the street party
- Homelessness in the city centre
- The impact of roadworks in the city centre

## **RESOLVED**

1. That the Committee recommends that a group led by the council be set up to actively address issues about aspects effecting the survival of the high street and representatives from the Committee will discuss the matter further with the Leader and the relevant Cabinet Member.
2. That the Committee notes the annual report relating to Chichester Business Improvement District (BID) performance.

The Chairman thanked Mr Hicks, Mrs Hotchkiss and Mrs Murphy for their contribution.

The Committee took a short break.

### **313 Chichester Festival Theatre Monitoring Report**

Mr Moss welcomed Ms Bourne and Ms Rooks from Chichester Festival Theatre (CFT) and Mrs Peyman, Divisional Manager for Culture and Sport. Ms Bourne provided an overview of the work carried out by the CFT.

Mr Moss commended the work of CFT for the district.

Members asked questions on the following topics:

- The use of CFT for purposes other than theatre related
- Encouraging ideas such as the Speigeltent to bring new audiences to the theatre
- Feedback on the volume of the Speigeltent initially affecting the main theatre
- Printing smaller tickets to reduce waste
- Pursuing links to the library service
- The percentage breakdown of involvement of local schools
- Comparative turnover to profit levels
- Encouraging more music performances
- Use of the theatre for the Women's Institute annual event
- Partnerships with community groups and residents associations such as Swanfield
- Reducing power consumption
- Travelling to and from the theatre
- Linking CFT to Chichester Vision
- Feedback on the CFT building project

## **RESOLVED**

The Committee received the annual report from the Chichester Festival Theatre and notes its performance in line with the agreed monitoring framework.

The Chairman thanked Ms Bourne, Ms Rooks and Mrs Peyman for their contribution.

### 314 **Consultations Task and Finish Group**

Mr Moss welcomed Mr Whitty, Divisional Manager for Planning and Mrs Parker, Public Relations Manager. Mr Whitty outlined the report and the work of the Task and Finish Group (TFG) which primarily linked to consultations relating to planning applications and planning policy. He emphasised that the process is governed by legislation and then outlined the five proposals as detailed in section 5.1 of the report.

Members asked questions on the following topics:

- Councillors as champions for public participation in consultations
- Pre-planning application advice training
- Expanding the parameters for the “my alerts” service
- Whether the council’s Facebook page could include more information on consultations

#### **RESOLVED**

1. The Committee notes the report relating to the review on planning consultations carried out by the Task and Finish Group.
2. That the Committee notes its satisfaction with the progress made to dates and agrees with the proposed improvements for the future.

The Chairman thanked Mr Whitty and Mrs Parker for their contribution.

### 315 **Corporate Plan Review Task and Finish Group**

Mr Moss welcomed Mr Buckley, Corporate Improvement and Facilities Manager and Mr Sutton as Chairman of the TFG. Mr Sutton outlined the report and explained that the TFG had focussed on the red indicators and the amber indicators as indicated in the report. He provided further information on the three red indicator areas; crime, Choose Work and retail training and shop front grants.

There were no questions as it was agreed that the TFG had carried out a full review.

#### **RESOLVED**

The Committee notes the report from the Corporate Plan Task and Finish Group and confirms that it is satisfied that the council is achieving satisfactory levels of performance against the targets and activities in the 2019/20 Corporate Plan mid-year progress report.

The Chairman thanked Mr Buckley and Mr Sutton for their contribution.

### 316 **Budget Review Task and Finish Group**

Mr Moss welcomed Mrs Belenger, Divisional Manager for Finance. She outlined that the TFG would be made up of three members of OSC and three members of Corporate Governance and Audit Committee (CGAC).

Mr Moss confirmed that Dr O'Kelly, Mr Johnson and Mr Dignum would be representing CGAC.

Mr Moss asked for volunteers.

The following members put themselves forward; Mr Palmer, Mr Sutton and Mr Hughes.

#### **RESOLVED**

That Mr Palmer, Mr Sutton and Mr Hughes be appointed to the Budget Task and Finish Group.

### 317 **Forward Plan**

Mr Moss welcomed members comments on the Forward Plan.

Mrs Sharp drew attention to page 146 of the agenda pack which required amendment to the Cabinet member referenced.

Mrs Rudziak then drew members attention to the volume of items already listed for next years Work Programme and reminded members of the work of the Business Routeing Panel.

### 318 **Work Programme**

Mr Moss invited Mrs Rudziak to provide an update.

Mrs Rudziak outlined the following amendments to the Work Programme:

- Review of off-street parking strategy will take place in March 2020
- The addition of the Inward Investment Strategy
- The addition of the Affordable Housing Delivery TFG whose membership and Terms of Reference will be agreed in January 2020
- The Novium Business Plan will be moved to March 2020

Mr Moss invited additional items from members:

- West Sussex County Council small schools closure consultation (it was agreed to take the item to the January 2020 meeting)
- Church Commissioners land ownership in Chichester – to be invited to attend a future meeting
- Hyde Group – operations and responses – to be invited to attend a future meeting

Mr Moss confirmed that he would consult with officers on the timescale for each item.

The meeting ended at 12.00 pm

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CHAIRMAN

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Date: