

JOHN WARD
Director of Corporate Services

Contact: Katherine Davis on 01243 534674
Email: kdavis@chichester.gov.uk

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



A meeting of the **Overview & Scrutiny Committee** will be held Virtually on **Tuesday 17 November 2020 at 2.00 pm**

MEMBERS: Mr A Moss (Chairman), Mr K Hughes (Vice-Chairman), Mrs C Apel, Mrs T Bangert, Mr G Barrett, Mr M Bell, Mrs N Graves, Mr D Palmer, Mr C Page, Mr H Potter, Mrs S Sharp and Mr T Johnson (Co-optee)

AGENDA

- 1 **Chairman's Announcements**
Any apologies for absence will be noted at this point.
- 2 **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.
- 3 **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.
- 4 **Public Question Time**
The procedure for submitting public questions in writing no later than noon 2 working days before the meeting is available upon request from Democratic Services (the contact details for which appear on the front page of this agenda).
- 5 **Future Customer Services Delivery (Pages 1 - 17)**
The Committee is invited to consider the contents of this report and attached Initial Project Proposal document (IPPD) and make any comments to Cabinet.
- 6 **Chichester Festival Theatre Monitoring Report (Pages 19 - 28)**
To receive the 2019/2020 annual report from Chichester Festival Theatre and assess performance in line with the monitoring framework for that financial year.
- 7 **Pallant House Gallery Monitoring Report (Pages 29 - 119)**
To receive the 2019/2020 annual report from Pallant House Gallery and assess performance in line with the monitoring framework.
- 8 **Visit Chichester Monitoring Report (Pages 121 - 150)**
To receive the annual update report from Visit Chichester for 2019-20 and assess performance in line with the Service Level Agreement.
- 9 **Corporate Plan Review Task and Finish Group Final Report (Pages 151 - 154)**
The Committee is requested to note this report from the Corporate Plan Task and Finish Group and to confirm that it is satisfied that the Council is achieving satisfactory levels of performance against the targets and activities in the 2020/21 Corporate Plan mid-year progress report.
- 10 **Southern Water - Discussion on the way forward**

Discussion of the way forward for future scrutiny of Southern Water.

11 **Forward Plan** (Pages 155 - 169)

Members are requested to consider the latest Forward Plan and whether any items should be added to the Committee's Work Programme.

12 **Asset Management** (Pages 171 - 173)

To receive the report on the Council's built and land assets, and to note the work to date and ongoing mechanism in place for their management and review.

13 **Leisure Services Performance Review** (Pages 175 - 205)

The Committee is requested to:

1. Receive the 2019-20 Annual Report from Everyone Active (Sport and Leisure Management Ltd) Appendix A.
2. Review the report and approve that the contractor is achieving satisfactory levels of performance against the outcomes in section 2.0 and the key performance indicators in section 4.0 of the 2019-2020 annual report, Appendix A.

14 **Exclusion of the Press and Public**

The Committee is asked to consider in respect of agenda item 15 (and for Appendix 2 to agenda item 13) whether the public, including the press, should be excluded from the meeting on the following ground of exemption in Schedule 12A to the *Local Government Act 1972* namely Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

The reports dealt with under this part of the agenda are attached for members of the Overview and Scrutiny Committee and senior officers only (salmon paper).

15 **Future Services Framework - Efficiency Savings and Policy Options** (Pages 207 - 218)

The Committee is requested to:

1. The Committee note the £1.4m of annual revenue savings identified from the efficiencies exercise and detailed in Appendix 1.
2. The Committee provides comments on the policy options contained in paragraphs 6.5 to 6.9.
3. The Committee provides comments on the proposal to defer Stage 3 of the Future Services Framework for a period of twelve months.
4. The Committee review the non-statutory services contained in Appendix 2 and comment on any that they wish to disinvest in.

16 **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.

NOTES

1. The press and public may be excluded from the meeting during any item of business wherever 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](#) unless they contain exempt information.

NON-OVERVIEW AND SCRUTINY COMMITTEE MEMBER COUNCILLORS SPEAKING AT THE MEETING

Standing Order 22.3 of Chichester District Council's Constitution provides that members of the Council may, with the Chairman's consent, speak at a committee meeting of which they are not a member, or temporarily sit and speak at the committee table on a particular item but shall then return to the public seating area.

The Chairman intends to apply this standing order at Overview and Scrutiny Committee meetings by requesting that members should *normally* seek the Chairman's consent in writing by email in advance of the meeting. They should do this by noon on the Friday before the Overview and Scrutiny Committee meeting, outlining the substance of the matter that they wish to raise. The word normally is emphasised because there may be unforeseen circumstances where a member can assist the conduct of business by his or her contribution and where the Chairman would therefore retain their discretion to allow the contribution without the aforesaid notice.