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A meeting of the **Overview & Scrutiny Committee** will be held in Virtual on **Tuesday 21 June 2022 at 2.00 pm**

MEMBERS: Mrs C Apel (Chairman), Mrs T Bangert (Vice-Chairman), Mr G Barrett, Mrs N Graves, Mr T Johnson, Mrs S Lishman, Mr A Moss, Mr D Palmer, Mr C Page, Mr H Potter, Mrs C Purnell and Mrs S Sharp

AGENDA

1 **Chairman's Announcements**

Any apologies for absence will be noted at this point.

2 **Minutes** (Pages 1 - 6)

To approve the minutes of the Overview and Scrutiny Committee meeting held on 22 March 2022.

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 by no later than noon 2 working days before the meeting is available [here](#) or from the Democratic Services Officer (whose contact details appear on the front page of this agenda).

6 **Member Questions to Sussex Police Chief Inspector Nick Bowman**

Members of the Overview and Scrutiny Committee will have the opportunity to ask questions of Sussex Police Chief Inspector Nick Bowman.

7 **Statement from the Leader of the Council - Cllr Eileen Lintill**

The Committee will receive a verbal statement from the Leader of the Council, Cllr Eileen Lintill, who will update the Committee on the Future Services Framework and the Levelling Up Fund. Members will then have the opportunity to ask questions.

8 **Overview and Scrutiny Committee 2021-2022 Annual Report and 2022-2023 Work Programme** (Pages 7 - 18)

The Committee is asked to consider the report and its appendices and make the following recommendation to Full Council:

The Overview and Scrutiny Committee is requested to consider and agree its 2021-2022 Annual Report and the 2022-2023 Work Programme and to recommend them to the Council for noting.

9 **Novium T&F Group**

The Committee will receive a verbal update from Mrs Peyman.

10 **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.

11 **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 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) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless they contain exempt information.
- (3) Subject to Covid-19 Risk Assessments members of the public are advised of the following;
 - a) Where public meetings are being held at East Pallant House in order to best manage the space available members of the public are in the first instance asked to listen to the meeting online via the council's committee pages.
 - b) Where a member of the public has registered a question they will be invited to attend the meeting and will be allocated a seat in the public gallery.
 - c) You are advised not to attend any face to face meeting if you have symptoms of Covid.
- (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 intentions 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. [Standing Order 11.3 of Chichester District Council's Constitution]



Minutes of the meeting of the **Overview & Scrutiny Committee** held in Virtually on Tuesday 22 March 2022 at 2.00 pm

Members Present: Mrs C Apel (Chairman), Mrs T Bangert (Vice-Chairman), Mr G Barrett, Mrs N Graves, Mr T Johnson, Mr A Moss, Mr D Palmer, Mr C Page, Mr H Potter, Mrs C Purnell, Mrs S Sharp and Mrs S Lishman

Members not present:

In attendance by invitation:

Officers present: Mrs S Archer (Enforcement Manager), Baker-Moore, Mr N Bennett (Divisional Manager for Democratic Services), Ms P Bushby (Divisional Manager for Communities), Mrs V McKay (Divisional Manager for Growth), Mr J Mildred (Divisional Manager for Corporate Services) and Mrs L Rudziak (Director of Housing and Communities)

55 **Chairman's Announcements**

One apology was received from Cllr Tim Johnson noting he would be arriving late for the meeting.

56 **Minutes**

RESOLVED

That the minutes of the meeting held on 18 January 2022 be approved as a correct record.

57 **Urgent Items**

There were no urgent items.

58 **Declarations of Interests**

There were no declarations of interest.

59 **Public Question Time**

No public questions were received.

60 **Planning Enforcement**

The Chairman invited Mrs Archer to introduce the report.

During the discussion Members raised concerns regarding the visibility and accessibility of Enforcement Policy and Cases, specifically Public and Parish Council access and the potential of an update to the Enforcement Strategy, which hasn't been reviewed since it was written in 2014.

Mrs Archer suggested that Officers could produce some simple instructions and FAQs to allow Parish Councils to access ongoing cases more easily.

Mrs Stevens confirmed that the visibility and accessibility of and potential updates to Enforcement Policy will form part of the upcoming Service Plan Projects, during which concerns will be considered and addressed accordingly.

Cllr Purnell raised a question relating to the immunity granted to breaches of planning control if they have existed without action taken for either 4 or 10 years (as set out in the Town and Country Planning Act 1990). Mrs Archer clarified that once a notice is served the period for immunity is cut off.

Cllr Palmer drew the Committee's attention to the large number of ongoing Enforcement cases into unauthorised Gypsy and Traveller developments. After some discussion amongst Members and Officers, Cllr Palmer resolved to propose a change to the recommendations later in the meeting.

In response to Cllr Sharp, Mrs Archer explained that Chichester District Council's Enforcement guidance is similar to that of most other authorities as it is guided by Government legislation, noting in particular that there is no significant difference between the guidance of CDC and the Southdowns National Park Authority.

Mrs Archer responded to Cllr Sharp's questions regarding tree protection and habitat conservation and explained that trees in a conservation area or under a Tree Protection Order are subject to enforcement.

Cllr Moss asked, in relation to new (particularly large-scale) developments, if the landscape was being sufficiently protected i.e. through the planting of new trees. Mrs Archer acknowledged that the department could be more proactive, rather than responsive, in this regard and that post-development site checks could be added to Officers' schedules moving forward.

Cllr Moss, on behalf of Cllr Bangert, asked whether Enforcement efforts should prioritise habitual offenders (in breaching Planning policy), commenting that public perception is often that developers are allowed to flout the law.

Mrs Archer cautioned against a focus on 'perception', advising that Planning Enforcement must be proportionate with a focus on the scale of harm a specific breach is having. Mr Bennett endorsed Mrs Archer's remarks adding that if an Enforcement issue reaches Court, the evidence presented can only take into account the particular case in question; noting however, that if a case reaches the point of sentencing, the longer term picture is taken into account.

The Monitoring Officer having listened to members views provided advice to Cllr Palmer on wording his proposal which was seconded by Cllr Moss. Cllr Palmer proposed an addition to the recommendations which was agreed by the Committee in a vote as follows:

RESOLVED

1. That the Committee notes the operation of the planning enforcement process
2. That the committee notes that:
 - (a) There are a substantial number of enforcement investigations into unauthorised developments and notes that policy in this are will shortly be reported upon and;
 - (b) Requests that any upcoming related reviews include express focus of greater transparency planning enforcement.

The Chairman asked for a show of hands and the new recommendations were carried, with one abstention from Cllr Sharp.

The Chairman, endorsed by members, thanked Mrs Archer and her team for their work.

61 Scope for East Pallant House Options Appraisal

The Chairman invited Mr Mildred to introduce the report.

Mr Mildred explained that since the previous report, produced four years ago, working circumstances have changed significantly; largely resulting from new working arrangements in response to the COVID-19 pandemic. He noted that as an organisation Chichester District Council is moving towards a hybrid system of working, with employees working from home some of the time whilst maintaining an office base.

In response to Cllr Purnell Mr Mildred explained that the purpose of the appraisal is to value all elements of the East Pallant site and to investigate costs of a potential purpose-built new build.

Cllr Johnson proposed an amendment to Recommendation 2.1 which was seconded by Cllr Moss. In a vote the recommendation was carried as follows with one abstention from Cllr Sharp:

RESOLVED

That the Overview and Scrutiny Committee considers proposals for the East Pallant House options appraisal and recommends it to Cabinet, to include existing Chichester District Council Property.

Cllr Sharp commented on the importance of the current setting of the East Pallant House Building (including the trees on the site), the potential environmental cost of embedded carbon when buildings are demolished, and the value derived from all elements of the Council working together and sharing a building.

Cllr Moss questioned what future involvement members would have in the decision-making process, further to which Cllr Purnell highlighted that the report at this stage does not provide the Committee with a full scope of options. Members agreed that future discussions are therefore required before a decision is referred to Cabinet. Mr Mildred acknowledged Members' concerns and suggested that a natural point for Members reengagement would be upon receipt of the reports from outside consultants.

There was considerable debate about how best to involve Councillors at each stage of the process. Members indicated that any reports produced should be brought before a politically balanced Task and Finish Group, whose membership should not be drawn solely from the Overview and Scrutiny Committee.

Mrs Rudziak further reassured Members that any final decision on the future of East Pallant House, due to the significant financial implications, would go to Full Council where all Members will have a chance to contribute to the debate.

In a vote recommendation 2.2 was carried as follows:

RESOLVED

That the Cabinet is recommended to agree up to £20,000 from reserves to fund a third party to undertake the detailed valuation exercise to inform the options appraisal.

Cllr Moss proposed an additional recommendation which was seconded by Cllr Johnson. In a vote the recommendation was carried as follows:

RESOLVED

That the Cabinet is recommended to establish a Councillor Task and Finish group to be consulted throughout the process.

Councillors Johnson, Page and Palmer gave apologies and left at 16.20. The Committee adjourned for a break from 16.20 to 16.30.

62 Development of Barnfield Drive - Post Project Evaluation

The Chairman invited Mrs McKay to present the report.

In response to a question from Cllr Purnell, Mrs McKay clarified that Brookhouse hold a lease from Chichester District Council, that the occupiers of the individual

units pay their rent to Brookhouse and Brookhouse pay a percentage to the council (the specific figures of which are highlighted in Appendix 2).

Members discussed the advances and potential disadvantages of the development; highlighting that accessibility for cyclists and pedestrians should be kept in mind for future developments.

In response to Cllr Potter's question relating to 'Note 1' in the Part II Appendix Mrs McKay agreed to provide a written response. *Post Meeting Note: This was circulated to members of the Committee following the meeting.*

Cllr Bangert commented that the development site would benefit from more landscaping to make the area more visually attractive. Cllr Purnell asked for an update on the development of a linear parkway on the site. Mrs McKay agreed to provide a written response after re-visiting the original planning conditions. *Post Meeting Note: This was circulated to members of the Committee following meeting.*

The Committee having considered the report had no further actions to recommend to Cabinet.

63 Late Items

There were no late items.

64 Exclusion of the Press and Public

There were no exceptions that required the exclusion of the Press and Public.

65 Development of Barnfield Drive - Post Project Evaluation - Appendix 2 - Financial and contract detail summary

The meeting ended at 4.49 pm

CHAIRMAN

Date:

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Chichester District Council
OVERVIEW AND SCRUTINY COMMITTEE

21 June 2022

**Overview and Scrutiny Committee 2021-2022 Annual Report
and 2022-2023 Work Programme**

1. Contacts

Clare Apel - Chairman of the Overview and Scrutiny Committee
Telephone: 01243 785166 E-mail: capel@chichester.gov.uk

2. Recommendation

The Overview and Scrutiny Committee is requested to consider and agree its 2021-2022 Annual Report and the 2022-2023 Work Programme and to recommend them to the Council for noting.

3. Background

- 3.1 The Council's Constitution states that the Overview and Scrutiny Committee (OSC) presents an annual report of the committee's work to the Council for noting along with an outline annual work programme for the coming year.
- 3.2 The OSC's 2021-22 Annual Report is attached at appendix 1.
- 3.3 The OSC's 2022-23 work programme has been developed taking into account the following:
- the Corporate Plan projects agreed by the Cabinet
 - projects identified from individual departmental service plans
 - the Forward Plan of Cabinet key decisions over the next few months
 - issues suggested by the Business Routeing Panel as requiring member involvement
 - items proposed by members or raised by the committee over the last year
 - topics included in last year's programme which had been delayed
- 3.4 A workshop was held for committee members on 7 April 2022 when the Council's full work programme for the following year was discussed. Items were identified for further review through the OSC. This final work programme is now attached at Appendix 2.
- 3.5 The OSC is requested to recommend to the Council that its annual report be noted as a correct record of the work of the committee in 2021-2022 and that the OSC's 2022-2023 work programme be agreed.

4. Outcomes to be Achieved

- 4.1. The Council has a record of the work of the Overview and Scrutiny Committee for 2021-2022.
- 4.2. OSC members are involved in deciding the direction and content of their work programme for the next year.

5. Community impact and corporate risks

- 5.1 One of the OSC's roles is to act as a community champion in reflecting the views and interests of the community and to consider matters affecting the area or its inhabitants.

6. Other Implications

| Are there any implications for the following? | | |
|--|-----|----------|
| | Yes | No |
| Crime and Disorder | | x |
| Climate Change and Biodiversity | | x |
| Human Rights and Equality Impact | | x |
| Safeguarding and Early Help | | x |
| General Data Protection Regulations (GDPR) | | x |
| Health and Wellbeing | | x |
| Other (please specify) | | x |

7. Appendices

Appendix 1 – Overview and Scrutiny Committee Annual Report 2021-2022
Appendix 2 – Overview and Scrutiny Committee Work Programme 2022-2023

Chichester District Council

Overview and Scrutiny Committee Annual Report 2021-22

Introduction from the Chairman

Although I took over the Chairmanship of Overview and Scrutiny in September, this report covers meetings of the Committee starting in June 2021. I first want to thank Councillor Adrian Moss for his brilliant period as Chair. He did an amazing amount of work for this Committee and achieved many positive actions. Thanks should go to all the Committee and particularly Councillor Tracie Bangert as Vice Chair. I would like to acknowledge Carley's work who sadly has left us. We welcome Ed who is already doing great things. Finally, thanks to the Officers who help and advise us.

I would like to draw attention to the Overview and Scrutiny Committee Workshop held on 7 April 2022. This was a face to face meeting where members of the Committee and the officers reflected on the O and S performance during 2021 – 2022. The second item was a discussion on Overview and Scrutiny involvement in the Council's service delivery and budget review processes in 2022-2023.

In December Mrs. Rudziak, Ms. Lavender and myself as Committee Chair went to the AGM of the National Council for Scrutiny and Governance held in London. This was a very helpful meeting to see how Overview and Scrutiny is done in councils all over the country. It was very apparent how important and full of impact Scrutiny is especially where councils are running a Cabinet system. As Chair I would recommend all those who are on Scrutiny Committees to try and attend one of these meetings.

As you will see in this report, we have covered many and varied subjects. As Chair I felt some were more successful than others but that is the nature of the subject.

Now we are post Covid, there will be a great deal to do in this coming year.

Once again, thank you to members and officers for all that has been and continues to be achieved.

Clare Apel, Chair of Overview and Scrutiny

The Role of Scrutiny

The Local Government Association explains that the 'principal power of a scrutiny committee is to influence the policies and decisions made by the Council and other organisations involved in delivering public services.' In essence the Overview and Scrutiny Committee is vital as a voice of the community and must be responsive to the concerns of the public. Public confidence in politics and transparency is strengthened when people see Members scrutinising what matters to them.

Scrutiny, therefore, acts as a 'counterweight' to the powers of the executive, representing the way in which non-executive Members of the Council can hold Cabinet to account.

Whilst Scrutiny does not engage in policy formulation, it has an important role in reviewing existing Council policy and decisions. The Committee has the power to ask for a decision, taken by the Cabinet, to be reconsidered before it is implemented. This is called a 'call-in'.

The Committee has no 'formal power to compel anyone to make changes. As such, it benefits from maintaining a positive relationship with the Cabinet, increasing its 'soft' power to influence decisions and encouraging the executive to implement recommendations.

The Committee may require any Member of the Cabinet, any Chief Officer, and /or any divisional manager to attend before it to explain a decision in relation to matters within their remit. Other public sector or public service officials, external partners and/or residents and stakeholders may also be invited to address the Committee, discuss issues of local concern and/or answer questions. Recommendations may be made to the Cabinet or directly to Council. In scrutinising an external partner or partnership, the recommendations may be made directly to that body.

Members Training

Cllr Apel and Mrs Rudziak attended the Centre for Governance and Scrutiny Conference in December 2021.

Members and Officers found the conference extremely beneficial. It was felt that the conference served to reiterate the importance of effective scrutiny. It was emphasised that scrutiny needs to happen at the right time, before final decisions are taken, and be responsive to any public concerns which might arise. Furthermore, that Scrutiny is at its most effective when it focuses on one or two key issues in depth, maintaining a targeted work programme.

The Impact and Influence of Scrutiny

There have been no Call-ins this year.

A number of recommendations were made to Cabinet. Of the 9 recommendations, 9 were taken forward. 3 were taken on and agreed by Council.

The Committee can request a special meeting to be set up if it is felt that one topic would benefit from the in-depth scrutiny a single item meeting can offer.

Key Areas of Work and Outcomes/Achievements

| Areas of focus | Outcomes-achievements |
|--|--|
| <p>Covid-19 Recovery Plan and Future Services Framework</p> <p>Diane Shepherd</p> | <p>The Committee received quarterly reports on the Covid-19 Recovery Plan and the thematic work streams;</p> <ul style="list-style-type: none"> - <i>Community & Housing Recovery;</i> - <i>Economic Recovery; Planning,</i> - <i>Health and Environmental Protection Recovery;</i> - <i>Organisational Recovery; Future Services Framework; Governance,</i> <p>The Future Services Framework determined the types and levels of services to be provided from 2022-23.</p> <p>The Committee noted the progress on the recovery action plans, the efficiency review and the Future Services Framework.</p> <p>That Committee also noted that the Housing and Community; the Planning, Health and Environmental Protection; and the Organisational Recovery Groups had completed most of their actions and as such should be discontinued.</p> <p>The Committee recommended to Cabinet the formation of an Economic Development Panel and that the Cabinet recommended to Council that the Local Council Tax Support grant of £160k for additional Hardship payments be reallocated towards the Council's budget deficit 21/22.</p> <p>The Committee expressed its thanks to all the officers at Chichester District Council for their outstanding work carried out during these unforeseen times. The Chairman also expressed thanks to all Members for their work during the pandemic.</p> |
| <p>Budget Amendment: March 2021 Council Minute 82</p> <p>(15th June 2021 – Minute Item 15)</p> <p>J Hotchkiss, Director Growth & Place</p> | <p>The Committee received a report on a motion tabled at March 2021 Council by Cllr Moss. The motion was titled 2021-2022 Budget amendment regeneration and economic recovery. Following discussions with Cllr Dignum and Cllr Sharp, Cllr Moss amended his original motion. The Committee received reports on each topic listed within the motion including Inward Investment and Place Branding.</p> <p>The Committee noted the amended motion presented to March 2021 Council and Council minute 82.</p> <p>The Committee noted the work to date and planned work by the Economic Development and Place Services relevant to the items listed within the motion.</p> <p>The Committee then recommended to Cabinet that a comprehensive Place Branding and District Identity Plan that includes Place, Business, the built and natural environment and Community be produced by a specialist company for the District as soon as possible in 2021-2022.</p> |

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| <p>Communications Strategy 2021-2026</p> <p>(15th June 2021 – Minute Item 16)</p> <p>S Parker, Communications Manager</p> | <p>The Committee reviewed the draft Communications and Digital Strategy 2021 – 2026.</p> |
| <p>Chichester Business Improvement District Renewal</p> <p>(15th June 2021 – Minute Item 17)</p> <p>T Murphy, Divisional Manager - Place</p> | <p>Mr Derek Marsh, the Chairman of Chichester Business Improvement District (BID) and Ms Helen Marsh, the Vice-chair and Chief Executive of the Chichester BID, along with Mrs Tania Murphy, presented a report to the Committee.</p> <p>The Committee were informed that in addition to essential services provided by the BID such as of the new initiatives being promoted to support local businesses;</p> <ul style="list-style-type: none"> - Building stronger and proactive collaborations/relationships within the city - More active in driving footfall, and keeping Chichester as a key destination city - Support entrepreneurialism and nurture new business in the city. - Support the look and feel of the public realm <p>The Committee resolved to welcome the new initiatives being introduced by BID and recommended to Cabinet that the Council continues to work in partnership with the BID and to support the 'Renewal Business Proposal'. The Committee specifically raised the following points:</p> <ul style="list-style-type: none"> • The night-time economy for all residents • Encourage independent shops • Support innovative markets • Work with the University and College |
| <p>GP provision in Chichester</p> <p>(14th Sept. 2021 – Minute Item)</p> | <p>The Committee invited Simon Clavell-Bate, Head of Estates from West Sussex Clinical Commissioning Group and Dr S Mtharu of Parklands Surgery.</p> <p>The Chairman thanked Mr Clavell-Bate for his attendance, and expressed her dissatisfaction that Dr Mtharu was not present.</p> <p>Mr Clavell-Bate provided members with a presentation where he highlighted the current situation, the difference between a commissioner (CCG) and a provider (GP), Estate Overview, ICS Primary Care Strategy and West Sussex summary and Strategic Planning.</p> <p>Members were invited to put their pre-submitted question to Mr Clavell-Bate.</p> <p>Key areas of discussion and concern were:</p> <ul style="list-style-type: none"> -The difficulties faced by many constituents in obtaining an appointment with their GP. - Surgery accessibility, in particular parking availability at Langley House and Cathedral surgeries. |

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| | <p>-GP provision and increased need during peak seasons, particularly in The Witterings.</p> <p>Members remain concerned about many of these issues, which were discussed further at the Annual Workshop.</p> |
| <p>Corporate Plan 2022 – 2025</p> <p>(16th Nov. 2021 - Minute Item 37)</p> <p>A Buckley, Corporate Improvement & Facilities Manager</p> | <p>The Committee reviewed the draft Corporate Plan 2022-2025 and recommended to Cabinet that the Corporate Plan success measures include safe jobs, in that the Council promote green jobs in the sectors of renewable retrofitting and the circular economy.</p> |
| <p>Chichester Festival Theatre Monitoring Report</p> <p>(16th Nov. 2021 – Minute Item 39)</p> <p>S Peyman, Divisional Manager Growth & Place Services</p> | <p>The Committee received and noted the annual report from Chichester Festival Theatre and assessed performance against the monitoring framework. Mrs Peyman introduced the report, Kathy Bourne and Georgina Rae from Chichester Festival theatre also attended the meeting to assist in answering questions.</p> |
| <p>Pallant House Gallery Monitoring Report</p> <p>(November 16 2021 – Minute Item 40)</p> <p>S Peyman, Divisional Manager Growth & Place Services</p> | <p>The Committee received and noted the annual report from Pallant House Gallery and assessed performance against the monitoring framework. Mrs Peyman gave an introduction before inviting Mr Martin to provide a more detailed report.</p> |
| <p>Leisure Services Performance Review</p> <p>(November 16 2021 – Minute Item 43)</p> <p>S Peyman, Divisional Manager Growth & Place Services</p> | <p>The Committee received and noted the annual report from Everyone Active (Sport and Leisure Management Ltd). Mrs Peyman introduced Mr Mills from Everyone Active who presented the report to Committee.</p> |
| <p>Chief Inspector Carter - Sussex Police</p> <p>(18th Jan. 2022)</p> | <p>The Chairman welcome Police Chief Inspector Carter to the meeting. CI Carter addressed the Committee on a range of issues including:</p> <ul style="list-style-type: none"> -Neighbourhood policing teams -the role of PCSOs -Police numbers -Speeding and the inappropriate use of vehicles (confirming that Sussex Police had issued 8716 tickers or summonses). |

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| | <p>CI Carter responded to Public Questions on speed limits, e-scooters and the Medicinal Cannabis Bill.</p> <p>Questions from Members raised issues relating to Police communications, Speed Watch groups and domestic abuse.</p> <p>It was noted that CI Carter was shortly to be leaving his role.</p> <p>In the subsequent Annual Workshop Members expressed a desire to invite the new Chief Inspector as a matter of urgency.</p> |
| <p>Future Services Framework</p> <p>(18th Jan 2022 – Minute Item 54)</p> <p>A Buckley, Corporate Improvement & Facilities Manager</p> | <p>The Committee received a Part 2 report and were invited the note the outcome and subsequent recommendations from the Future Services Framework exercise which were considered by Cabinet and then Council.</p> |
| <p>Planning Enforcement</p> <p>Ms S Archer</p> | <p>Mrs Archer presented a report on Planning Enforcement. Members were advised that the visibility and accessibility of Enforcement and a potential update to policy would form part of the upcoming Service Plan Projects.</p> <p>The Committee expressed considerable concerns regarding several ongoing Enforcement cases, relating particularly to Gypsy and Traveller Communities.</p> <p>Resolved;</p> <ol style="list-style-type: none"> 1. That the Committee notes the operation of the planning enforcement process. 2. That the Committee notes that : (a) There are a substantial number of enforcement investigations into unauthorised developments and notes that policy I this area will shortly be reported upon and; (b) Requests that any upcoming related reviews include express focus of greater transparency in planning enforcement. |
| <p>Scope for East Pallant House Options Appraisal</p> <p>Mr J Mildred</p> | <p>Mr Mildred explained that as a result of the COVID-19 pandemic, working circumstances had changed significantly at the Council. Most employees now operate under a 'hybrid' system of working between home and the office.</p> <p>Mr Mildred confirmed that external reports were to be undertaken to provide the Council with a full scope of options moving forward. Members of the Committee expressed a desire to be updated at any significant milestones throughout this process, especially before referring any decisions to Cabinet.</p> <p>The Committee felt that the establishment of a new Task and Finish Group would be the best way to achieve continued Member involvement. A recommendation to Cabinet was proposed, carried and the terms of reference and Membership of the new T&FG were agreed at the subsequent Cabinet meeting on 3 May 2022.</p> |

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| | The Committee also recommended that Cabinet agree up to £20,000 from reserves to fund a third party to undertake the detailed valuation exercise to inform the options appraisal. This was agreed at the Cabinet meeting on 3 May 2022. |
| Development of Barnfield Drive - Post Project Evaluation Mrs V McKay | <p>Mrs McKay presented a report updating the Committee on the development of Council Land at Barnfield Drive including clarification of the financial details.</p> <p>The report noted that the development had seen additional business investment in the area and had contributed to the creation of local jobs.</p> <p>Members commented that the site could benefit from more landscaping, and in a written response to questions Mrs McKay confirmed that a linear parkway had formed part of the original development plans.</p> |

Other Areas of Concern for OSC

The Committee plans to consider the following areas at future meetings:

- Southern Water
- Chichester Harbour
- Crime including wildlife crime
- PCSO's and Wardens
-

Task and Finish Groups

Corporate Plan Task and Finish Group

At the 14 September 2021 Committee the Corporate Plan Review Task and Finish Group membership was agreed as:

Cllr Palmer (Chair)
Cllr Moss
Cllr Purnell

At the 16 November 2021 Committee the report from the Corporate Plan Task was noted. It confirmed that the Group was satisfied that the Council had been achieving satisfactory levels of performance against the targets and activities in the 2021/22 Corporate Plan mid-year progress report.

Budget Task and Finish Group

At the 16 November 2021 Committee the Budget Task and Finish Group membership was agreed as follows:

Cllr Apel (Chair)
Cllr Barrett
Cllr Potter

Affordable Housing Task and Finish Group

At the 18 January 2022 Committee the Affordable Housing Task and Finish Group membership was agreed as follows:

Cllr Bangert (Chair)
Cllr Graves
Cllr Lishman
Cllr Purnell

Joint Scrutiny

Cllr Apel remains the council's representative on the West Sussex Joint Scrutiny Steering Group which brings together Scrutiny Chairs across West Sussex districts and boroughs.

Cllr Bangert remains the council's representative on the West Sussex County Council Health and Adult Social Care Select Committee (HASC). The Council can submit concerns regarding any health issue to the HASC for consideration via its Business Planning Group which meets quarterly.

Mrs. Bushby, Divisional Manager for Communities and Customer Service, has been in contact with Officers at West Sussex County Council to discuss the possibility of a joint Scrutiny meeting.

OSC WORK PROGRAMME 2022-2023

| Issue | OSC's role in this review | Lead Officer |
|--|--|--------------------------|
| 21 June 2022 | | |
| Members Questions to Sussex Police Chief Inspector Nick Bowman | Q&A | |
| The Leader of The Council, Cllr E Lintill, to provide statement on Future Services Framework and Levelling Up Fund | Verbal Update | |
| Novium TFG | Verbal update | J Hotchkiss |
| OSC 2021-22 Annual Report and 2022-23 Work programme | Monitoring & review | C Apel & Member Services |
| 20 September 2022 | | |
| Corporate Plan Review TFG Terms of Reference and membership | Corporate priority Monitoring & review | A Buckley |
| Asset Management – Council's built and land assets | Monitoring & review | V McKay |
| Leisure Contract Performance (may go to Economic Panel) | Monitoring & review | S Peyman |
| Efficiency programme | Monitoring & review | A Buckley |
| Work Programme 2022/23 | Monitoring & review | L Rudziak |
| 15 November 2022 | | |
| Budget Review TFG Terms of Reference | Monitoring & review | H Belenger |
| Chichester Festival Theatre Annual report (may go to Economic Panel or Grants & Concessions) | Monitoring & review | S Peyman |
| Pallant House Gallery (may go to Economic Panel or Grants & Concessions) | Monitoring & review | S Peyman |
| Corporate Plan Review TFG – final report | Corporate priority Monitoring & review | A Buckley |
| TFG Affordable Housing – final report | Corporate priority | K Standing |
| Chichester BID | Monitoring & review | T Murphy |

| Issue | OSC's role in this review | Lead Officer |
|---|---|---------------------|
| Work Programme 2022/23 | Monitoring & review | L Rudziak |
| 17 January 2023 | | |
| Budget Review TFG – Final Report | Corporate priority Monitoring & review | J Ward |
| Stock condition survey for Council owned buildings | Monitoring & review | V McKay |
| Coastal Partnership update | Monitoring & review | A Stevens |
| Work Programme 2022/23 | Monitoring & review | L Rudziak |
| 14 March 2023 | | |
| Efficiency programme | Monitoring & review | A Buckley |
| Social prescribing update inc. young persons social prescribing | Monitoring & review | E Thomas |

Work Programme Notes:

- Southern Water to be invited before the Committee either in September, or as the subject of a Special Meeting
- Southern Gateway Project to be discussed by the Committee as and when appropriate