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A meeting of **Overview & Scrutiny Committee** will be held in Committee Room 2, East Pallant House on **Tuesday 13 September 2016 at 9.30 am**

MEMBERS: Mrs C Apel (Chairman), Mrs N Graves (Vice-Chairman), Mr P Budge, Mr M Cullen, Mrs P Dignum, Mr N Galloway, Mr G Hicks, Mr S Lloyd-Williams, Caroline Neville, Mrs P Plant, 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 - 18)  
To approve as a correct record the minutes of the Overview & Scrutiny Committee meeting held on 14 June 2016 and 5 July 2016. To consider progress against recommendations made 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 Monday 12 September 2016 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
- 6 **Southern Water** (Pages 19 - 28)  
Representatives from Southern Water have been invited to make a presentation to the committee and to answer questions prepared by the committee and sent to them in advance of the meeting. The committee is requested to consider this information and to raise any further comments or recommendations in order that the Council continues to achieve positive engagement with Southern Water in relation to plan-making and determining planning applications.
- 7 **Choose Work Evaluation** (Pages 29 - 49)  
The committee is requested to consider the future options for the Choose Work Project as set out in sections 5 and 6 and to make recommendations to Cabinet about the future direction and funding of the project.

- 8 **Post Project Evaluation of the Multi-Agency Agreement for the Management of Encampments across West Sussex and the Provision of a Gypsy and Traveller Transit Site at Chichester, West Sussex** (Pages 50 - 84)  
The committee is requested to note the findings of the Post Project Evaluation and to consider any comments or recommendations that it may wish to make.
- 9 **Housing for Care Leavers - West Sussex Joint Scrutiny Review** (Pages 85 - 100)  
A recent scrutiny review into housing for care leavers has taken place across West Sussex authorities. The committee is requested to recommend to Cabinet that the recommendations set out in the Joint Scrutiny Task and Finish Group report in respect of housing for care leavers be endorsed, and that this Council's response to the recommendations be approved and conveyed to the West Sussex Joint Scrutiny Steering Group.
- 10 **Corporate Plan Task and Finish Group - Terms of Reference** (Pages 101 - 102)  
The committee agreed to set up a Corporate Plan Task and Finish Group in October 2016 to consider the Council's performance mid-way through the year. The committee is asked to consider the attached Terms of Reference and scoping of the work for the Task and Finish Group and to confirm its members and Chairman.
- 11 **Forward Plan** (Pages 103 - 123)  
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 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 report appendices which are not included with their copy of the agenda on the Council's website unless these are exempt items.
3. 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 at [Chichester](#)

[District Council - Minutes, agendas and reports](#) unless they contain exempt information.

4. The open proceedings of this meeting will be audio recorded and the recording will be held for one year by the town council. A copy of the recording will also be retained in accordance with the council's information and data policies. If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded. By entering the committee room they are also consenting to being audio recorded. If members of the public have any queries regarding the audio recording of this meeting, please contact the contact for this meeting at the front of this agenda.
5. 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)

