

JOHN WARD

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A meeting of **Overview & Scrutiny Committee** will be held in Committee Room 2, East Pallant House on **Tuesday 15 November 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 - 10)
To approve as a correct record the minutes of the Overview & Scrutiny Committee meeting held on 13 September 2016. To consider progress against the recommendations 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 committee will consider any questions from members of the public submitted in writing by no later than noon the day before the meeting.
- 6 **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.
- 7 **Cabinet Member for Finance & Governance Services address**
The Finance & Governance Services Cabinet portfolio holder is invited to present her priorities and areas of focus over the next year and to answer questions from the committee on progress towards achieving the aims and targets of the Council's Corporate Plan priorities.
- 8 **Corporate Plan Task and Finish Group final report** (Pages 11 - 15)
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 2016/17 Corporate Plan mid-year progress report.

- 9 **Leisure Contract monitoring**
Mr Cullen, the committee's representative on the group which monitors the Leisure Contract, will present a verbal report of performance to date.
- 10 **Budget Task and Finish Group Terms of Reference** (Page 16)
The committee is requested to consider and agree the Terms of Reference for this task and finish group and to agree its membership.
- 11 **Forward Plan** (Pages 17 - 37)
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 **Exclusion of the Press and Public**
The Committee is asked to consider in respect of the following item(s) whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Parts I to 7 of Schedule 12A of the Local Government Act 1972, as indicated against the item 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).**
- 13 **Cultural Grants - review of arrangements** (Pages 38 - 62)
The committee is requested to consider the findings of the Cultural Grants review, including the proposals for funding for the period 2018–2022, and to make any comments or recommendations to Cabinet at their meeting of 6 December 2016.

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)

