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A special meeting of the **Overview & Scrutiny Committee** will be held in Committee Room 2, East Pallant House on **Tuesday 5 July 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, Mrs P Plant, Caroline Neville, 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 **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 12:00 on Monday 4 July 2016 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
- 5 **Chichester City Centre Management - Renewal of Chichester BID** (Pages 1 - 81)
The committee is requested to review the 'Renewal Business Proposal' prepared by Chichester Business Improvement District (BID) and to recommend its views to Cabinet.
- 6 **Preparing a Vision for Chichester City** (Pages 82 - 89)
The committee is requested to review the progress to date in preparing a Vision for Chichester City, to suggest any items for inclusion, and to make any recommendations with regard to the project work so far.
- 7 **Shared Services** (Pages 90 - 97)
The committee is requested to consider the efficiencies, benefits and indicative savings identified in the outline business cases for shared services with Arun and Horsham District Councils and to make recommendations to Cabinet as appropriate on whether to progress all or some of the work streams to a detailed business case.
- 8 **Building Control Service Delivery Options** (Pages 98 - 116)
The committee is requested to note and make any comments on the ongoing work including options appraisal to investigate the business case for a shared Building

Control service with Arun and Horsham District Councils and Crawley Borough Council.

9 **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.

10 **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)