

OVERVIEW SELECT COMMITTEE

21 November 2017 at 6.00 p.m.

Present: - Councillors Dingemans (Chairman), English (Vice-Chairman), Mrs Bence, Blampied, Edwards, Elkins, Hughes, Mrs Oakley, Oliver-Redgate, Oppler, Miss Rhodes, Mrs Rapnik, Warren, Dr Walsh and Wheal.

Councillors Bence, Charles, Clayden, Haymes and Hitchins were also present for either all or part of the meeting.

[Note: Councillor Oppler was absent from the meeting during consideration of the matters referred to in the Minutes indicated:- Minute 289 to Minute 294 (Part)].

289. WELCOME

The Chairman welcomed Members and Officers to the meeting and members of the public.

The Chairman announced that the normal standing item of “Cabinet Members – Questions and Updates” had been removed from the agenda for this meeting on a trial basis. This was because Cabinet Members would play a more involved role in introducing items on the agenda that related to their Portfolio area. The Chairman stated that if Cabinet Members had an update that they wished to inform the Committee of, then they were to inform the Committee Manager in advance of the meeting so that this could be inserted as an agenda item.

290. APOLOGIES FOR ABSENCE

Apologies for absence had been received from the Leader of the Council, Councillor Mrs Brown, and the Deputy Leader of the Council and Cabinet Member for Corporate Support, Councillor Wensley.

291. DECLARATIONS OF INTEREST

Councillor Dr Walsh declared a Personal Interest in Agenda Item 10 [Feedback from the meeting of the West Sussex County Council’s Health and Adult Social Care Committee (HASC)] held on 29 September 2017 as he was Vice-Chairman of this Committee as a West Sussex County Councillor.

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292. MINUTES

The Minutes of the meeting held on 26 September 2017 were approved by the Committee as a correct record and signed by the Chairman.

293. CHANGE TO THE ORDER OF THE AGENDA

The Chairman requested and the Committee agreed to a change to the order of the agenda to allow Item 10 [Feedback from the Council Tax Support Working Party held on 31 October 2017] to be considered earlier in the meeting.

This was because following a change to the political balance of the Council, Councillor Hitchins was no longer a Member of this Committee but wanted the opportunity to be present the Minutes from the last meeting of the Working Party and especially as there was a recommendation for the Committee to consider.

Councillor Hitchins then presented the Minutes from the meeting of the Council Tax Support Working Party held on 31 October 2017 and alerted Members to a recommendation at Minute 8 [Local Council Tax Reduction Scheme]. Councillor Hitchins explained that the Working party had received a further update from the Revenue and Benefits Manager which included further information on the impacts that changes to the 2017 scheme had had. Having looked at recovery and collection levels, the Working Party had concluded that the Council Tax Reduction Scheme for 2018 should remain unchanged for a further year covering 2018.

The Committee therefore

RECOMMEND TO CABINET

That it be recommended to Full Council that the Council Tax Reduction Scheme for 2018 remains unchanged for a further year.

The Committee then

RESOLVED

That Councillor Dingemans would replace Councillor Hitchins on the Council Tax Support Task and Finish Working Party.

294. NEW CORPORATE PLAN AND SERVICE DELIVERY PLAN INDICATORS 2018-2022

The Chairman welcomed the Chief Executive to the meeting and asked him to introduce this item.

The Committee was informed that Following the LGA Corporate Peer Challenge Review held back in March 2014, the Council had been considering how it needed to change to reflect the predicted shift in the population and business needs for the future, in the knowledge of the Council’s reducing financial stability.

The 2020 Vision programme had been established to provide the strategic direction required helping the Council become more effective and sustainable and to enable it to meet future demands placed upon it. The three Council Priority themes and the 2020 Vision had been confirmed as follows:

- Your services
- Supporting you
- Your future

These were the same three headings that the Council had used for the last 5 years and the Chief Executive outlined that he had spoken to many Members about these three themes and the feedback received was to continue with them as they were working for the Council and changing them would be unnecessary.

The principles of these Priorities (through the 2020 Vision programme) were to:

- Offer an improved customer experience
- Build better relationships with other organisations and the community
- Provide more digital opportunities to make dealing with us easier
- Become smaller, but more effective

The remaining 2020 Vision programme comprised of 22 projects which aimed to generate an additional revenue savings and to meet the Council’s Priority themed objectives. The Chief Executive explained that the 2020 Vision programme was now overseen by the Arun Improvement Programme Board which Cabinet had approved at its last meeting held on 16 October 2017.

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The Corporate Management Team (CMT) had been working with Group Heads and Cabinet Portfolio Holders to form a new set of Corporate Plan and Service Delivery Plan (SDP) indicators which would assist in setting the strategic direction for the Council and provide targets to enable the measurement of how the Council was performing to achieve its three Priority Themes.

The Chief Executive outlined that the Council had learnt that it could only measure what it had control over and that it needed to be consistent with its targets over the next four year period.

The Chief Executive then invited his Executive Assistant to present the remaining elements of the report. She explained that for the new draft Corporate Plan and SDP indicators, much work had been undertaken to present a suite of indicators that were smarter and more in line with the Council's priorities and Vision.

The Committee's attention was firstly drawn to Appendix A of the report which set out the proposed list of Corporate Plan indicators - there were 11 of these to consider. Five were under the Theme 'Your Services'; three under the Theme 'Supporting you'; and three under the Theme 'Your future'. Within the report there was some additional information in relation to three of these indicators to assist Members in understanding the rationale behind the setting of the new target figures.

Appendix B to the report showed the proposed list of (SDP) indicators and there were 23 of these to consider. Again, some additional information in relation to three of these indicators had been provided to assist Members in understanding the rationale behind the setting of the new target figures.

Before inviting Members to comment on the new Indicators, it was explained that the points raised by this Committee would be included in an Appendix C that would accompany the report going forward to Cabinet on 12 February 2018, when Cabinet would be asked to approve the list of Corporate Plan and SDP indicators, giving due consideration to any comments from this Committee's Members.

Once approved by Cabinet, the indicators would be presented to Full Council on 7 March 2018, for confirmation, before being adopted from 1 April 2018.

Moving forward, as was current practice, reports would then be submitted to Cabinet and this Committee every six months updating Members on progress against the targets set for each indicator. In addition to this, the Corporate Management Team (CMT) would monitor every indicator on a quarterly basis discussing current performance regularly with their Cabinet Portfolio Holder. There would be an annual report at the beginning of each new financial year reviewing performance in the preceding year and suggesting how progress would be measured in each of the new financial years. This may also propose any new indicators, revisions to current indicators and targets or the deletion of indicators.

The Committee was then invited to submit comments and it was outlined that it was hoped that it would act as a ‘critical friend’ in approaching the adoption of the proposed new indicators. It was hoped that there would be no requirement to change the volume of indicators, however, comments were welcome in relation to the wording of the indicators and views on the proposed target figures.

Before inviting the Committee to put forward its views, the Chairman welcomed Councillor Oppler as a new Member to the Committee.

A range of comments and views were then expressed on the indicators set out in Appendix A as summarised below:

- CP11 [Household Waste Sent for Reuse, Recycling and Composting] – concern was expressed over the suggested target of 40% and that this was not ambitious enough and should be increased incrementally, especially as it had remained at the same level for several years. It was accepted that any potential increase would require effort and educational input as well as other changes. It was suggested that a promotion exercise be put into place with the Council liaising with those that provided plastic to promote a substantial reduction in usage. It was felt this could be achieved with the right level of educational input and partnership working with West Sussex County Council. The Director of Services outlined that a lot of thought had gone into setting this target. Although she agreed that other countries were achieving higher targets these results were based on different figures as they measured recycling differently. An example was Sweden – which burnt its waste. WSCC’s target was 50% and it was explained that Arun was pushing hard to increase its achievement of 38.85% up to 40%. In achieving this, it was announced that there were plans moving

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forward in terms of educating the public further. This work needed to take place first before any figure in comparison to Europe could be set.

- CP8 [Number of new Council Homes Built or Purchased Per Annum] - as this target (proposed target 25) had been set around 4/5 years ago and although it had taken time to get to achieving it, it was believed that an increased target should be set, especially in view of the new freedoms the Council now had and the co-operation work taking place between District & Borough Councils and WSCC making more land available for development. The Director of Services outlined that this was the target agreed in the Council’s HRA Business Plan approved recently by Full Council. This target was already very ambitious for Arun which could not be increased unless the Business Plan was rewritten.
- CP10 [Total rateable business value for the Arun District] – an explanation was sought over the large increase in target. The revaluation of all businesses was explained. As this had led to a whole series of appeals, which would take time to resolve, this was why the £91 million had been set. Once all of the appeals had been undertaken, the Council could review this figure and assess whether the target set was accurate.
- CP1 [The Level of Public Satisfied or Very Satisfied with the Overall Quality of the Council’s Services] and CP4 [The Level of Customer Satisfaction with the Cleanliness of the District]. For CP1 views were expressed that the target (proposed target 75%) should be increased towards a more stretched figure of around 90%. It was pointed out by one Councillor that recent surveys undertaken by the Local Government Association (LGA) had shown that a target of between 66% and 72% was about the highest a Council could expect to achieve (than the proposed target of 70%). For CP4 – as the District was a pleasant place to live in and part of this was down to its cleanliness – it was suggested that surely a higher satisfaction level would be easy to achieve. The Chief Executive responded stating that in setting both of these targets, the information and context in terms of the national picture of Councils had been taken into account. For Arun these figures were in the higher end compared to other authorities with 3 out of every 4 people either being satisfied or very satisfied. Looking at the cleanliness and measuring figures for the last 4 years, these had varied over this time but were in the 60% region. The 70% had been set as it was important to aim for an increase but an achievable one. The Director of Services also commented emphasising that any target set

needed to be stretching but also realistic. Arun was an incredibly clean District which was down to its high performing cleansing contractor and so in setting an increase in the target, which would be hard to achieve, what was set was realistic. Increasing this to a figure of 80% introduced a threat that this target would not be achieved year on year over the 4 year period which would be a pointless exercise.

- CP2 [Food Business with Food Hygiene Ratings of 3 (Satisfactory) and above – the 90% target should be higher as food hygiene was vitally important. The Director of Place outlined that this was a new indicator so he could not provide any data to confirm whether an increase in target would be practical or not. The target of 90% was a high target which could be adjusted after one year if there was evidence that any increase over 90% would be achievable.
- CP5 [Number of Visits to Council Leisure Centres per annum] – despite the detail provided behind the setting of this target figure (proposed target 860,300), it was felt that that this was not a good indicator to illustrate satisfaction with the Council's leisure centres. A better method would be to set a target covering the number of repeat visits made. The Director of Services disagreed, as this would not accurately measure the activity of all services used in a year.

The Committee was then invited to make comments on Appendix B (the Service Delivery Plan Indicators) which are set out below:

- SDP14 [Achieve Green Flag Awards for Council Parks (proposed target of 4) by 2018/19 – 5 by 2019/20 and maintain 5 thereafter] – it was felt that the target should be 5 for the first year which could then be readjusted if not achieved.
- SDP 11 [Residual Household Waster per Household] – what was the current residual waste and was this target stretching enough? It was explained that the current figure was 448.66 kg and that prior to this the figures had been 450 and 457 kg. The proposed target is 450kg.
- SDP 18 [Cost of emergency accommodation per annum (net)] – the amount of current spend was requested. The Committee was reminded of the recent supplementary estimates that Members had approved at the last two Full Council meetings exceeding the target set. Despite this, the Committee was reminded that as a result there were measures in place to provide a better service for those in emergency need. Accommodation would be purchased to provide direct

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accommodation for the homeless. As homelessness figures were increasing, setting this target although seen as challenging was a reasonable estimate at the present time. The Committee was reminded that all of the suggested target figures would be reviewed annually. (Proposed target £533,000).

- It was pointed out by a Member of the Committee that for SDP 13 [Contractor achieving performance target for all green space management operations following monitoring] and SDP 22 [Number of Council properties with a valid gas safety certificate] should read Higher is Better rather than Lower is Better. It was agreed that this oversight would be corrected for the report going to Cabinet on 12 February 2018.

In summing up the comments made, the Chairman outlined that the Committee was happy to accept that the suggested target figures for 2018-2022 would be reviewed on an annual basis. It was his view, and the Committee agreed, that any review of how the targets had performed should be undertaken by this Committee and so he proposed that this be presented as a third recommendation to Cabinet on 12 February 2018.

The Executive Assistant to the Chief Executive reminded the Committee of her presentation made earlier as this had confirmed that there would be an annual report at the beginning of each new financial year reviewing performance in the preceding year and suggesting how progress would be measured in each of the new financial years. The Performance Indicators set [the definition of the target] would not change, this would be a dangerous exercise, however the Committee could look at the outcomes achieved, what had over-achieved and what had not achieved and could request adjustments to target figures in view of the results provided.

Following some further discussion, the Committee

RECOMMEND TO CABINET ON 12 FEBRUARY 2018 – That

- (1) The current draft list of 11 Corporate Plan Indicators for the period 2018-2022, be approved, subject to Cabinet considering the comments raised by this Committee;
- (2) The current draft list of 23 Service Delivery Plan Indicators for the period 2018-2022 be approved, subject to Cabinet considering the comments raised by this Committee; and

- (3) An annual review of both the Corporate Plan and Service Delivery Plan (SDP) Indicators be undertaken by the Overview Select Committee within a year of the indicators being adopted.

295. LEISURE AND CULTURAL STRATEGY (YEAR 4 REVIEW)

The Committee received a report from the Group Head of Community Wellbeing which reminded Members that the Leisure and Cultural Strategy had been adopted by Full Council in May 2013. Prior to this, the authors, Colliers International, had carried out extensive consultation and research to establish five strategic priorities which would enhance the economy and improve the physical and mental wellbeing of the District's residents. The Economic drivers for this included:

- creating opportunities for employment and new business
- making Arun a desirable place to operate a business
- increasing the attractiveness of Arun as a place to visit
- and using the District's strongest assets to create economic growth.

The Wellbeing projects were based around delivering the following objectives:

- encouraging residents to have regular physical activity for health and enjoyment
- providing opportunities for young adults in particular to be encouraged to take up sport
- and improving the accessibility and the quality of the leisure facilities, but not to the exclusion of residents on lower incomes.

The Strategy had been developed to cover a period of fifteen years and its strategic priorities pulled together to deliver eleven bite sized projects. Members were advised that the report provided an update on the progress towards achieving the agreed priorities over the first four years of the Strategy.

The Group Head of Community Wellbeing then provided an update on the most important elements of the strategic priorities so as to allow the Committee to note or comment upon the progress made in achieving the priorities set.

The update provided on each strategic priority and comments made by the Committee are set out below:

Strategy 1 – To provide modern, fit for purpose leisure centres in Bognor Regis and Littlehampton

Project 1 – Refurbishment of the Arun Leisure Centre.

Update Provided – The Council had fully engaged in transforming the quality and suitability of its leisure facilities. Members were reminded that even before the leisure contract was tendered, the Council invested to improve the facilities at the Arun Leisure Centre. As a consequence of the new leisure contract, further investment was made at the Centre.

Some Members had recently visited the Centre to see the completed works and would have seen the significant transformation to the look, feel and operation of the building. There were still areas of the Centre that needed to be refurbished and improved and it was outlined that it would be necessary to consider the long term future of the current site during the life of the Council’s Local Plan.

Observations/comments from the Committee – A question was asked about one of the leases for the Centre which expired in 2036. Was the Council planning to renew this lease or were there other considerations that could be shared with the Committee at this early stage. The Group Head of Community Wellbeing explained that this Lease applied to the older part of the building covering the dry side of the Centre, particularly those areas used by the school; the gymnasium; sports hall and changing areas. The longer term lease covered the swimming pool and so there was the need to look at all options regarding the site with WSCC and the Felpham Community College to assess what their ambitions were. At the same time consideration would also need to be given to the future requirements and options for leisure provision for the area during the life of the Local Plan.

Project 1b – Provide new or improved Leisure Centre for Littlehampton

Update Provided - The other significant leisure project has been the work undertaken to deliver the new Littlehampton Leisure Centre. Over the last four years the project had advanced from a feasibility study stage to construction and was set for delivery by 1 April 2019. Throughout, this time the Environment and Leisure Working Group had been involved, made recommendations and continued to receive regular reports on the progress of the project.

Strategy 2 – To revamp Bognor Regis’ Seafront

Project 2a – Revamp the Alexandra Theatre – Subject to St Modwen Proposals

Update Provided - This project intended to be delivered as part of the St Modwen development, but now new bold and exciting concepts such as the ‘Winter Gardens’ were being put forward. Regular reports would be presented to the Bognor Regis Regeneration Sub-Committee as the project developed.

Project 2c – Deliver major enhancement of seafront and green space adjoining the seafront

Update Provided - Outside of the major development projects there had been progress to deliver enhancements to the seafront of which the successful ‘Beach on the Beach’ was a prime example. This was due to be expanded upon in 2018 to include a children’s play area. There were also plans to improve the café and toilet facilities at West Park.

New attractions and improvements to the quality of seafront concessions formed part of the Seafront Delivery Plan, which would establish thematic zones and clusters of permanent and seasonal concessions. The Committee was advised that an ice rink would be located in the Place St Maur over the Christmas period.

Observations/comments from the Committee – Comments were made about the Café at West Park. One Member stated that although he was pleased that work had been undertaken to the café to allow it to open this year, it was disappointing for many people that it opened so late in the season. Concern was expressed that part of the old kitchen area had been converted into toilet facilities which conflicted with the idea of turning this café into a destination café. This would be difficult to achieve without a kitchen and would severely limit the food items that could be provided. With the growing number of events now being held in the park, it was vital that a wider choice of food be made available to the public. A plea was made to provide decent toilet facilities as the current public conveniences were in real need of attention

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The Director of Services responded. She was pleased to say that café provision was something that had and was being addressed through the Greenspace Contract. It had been decided that the provision of a ‘pop-up’ café was better than not having any facility at all in West Park. The existing café had therefore been refreshed and opened up as soon as had been practically possible. Work was ongoing with the Contractor to provide greater plans for the park, however, it was down to the Contractor to provide the best business model. At this time it was outlined that some great proposals would be coming forward soon. It was not possible to provide the detail of the commercial negotiations that were taking place at this time, however, reassurance could be provided to the Committee that the work progressing with the Contractor was being moved forward at the highest quality. The new adventure golf under construction at Hotham Park was highlighted as a major example of this.

Strategy 3 – To enhance Littlehampton’s seafront and riverside.

Project 3b – Work up a seaside park enhancement plan to deliver a range of initiatives

Update provided – The ‘9 Big Ideas for Littlehampton’, concept investment plan had been prepared to improve the connectivity between the Town, the river and the seafront. Conceptual designs had also been prepared for consultation and to establish an Action Plan for the delivery of future projects. These proposals were reviewed on a regular basis by the Littlehampton Regeneration Sub-committee.

In addition to the larger projects, small scale refurbishment plans were being undertaken for areas such as the proposed café, restaurant and water sports facility opposite the skate park. An agreement was in place with the Aldingbourne Trust to maintain the Longest Bench.

The transformation of the East Bank of the River Arun had been achieved as a result of a partnership project with the Environment Agency to upgrade the towns flood defences. This joint project was a superb example of a project that used and enhanced one of Arun’s strongest assets. The project had won awards and it demonstrated how infrastructure projects could improve functionality and be of outstanding quality.

A further objective for Littlehampton was to maintain the Windmill Entertainment Centre as a cinema. This project had been delivered with the support of the community and was a good example of local volunteers working with an independent cinema operator and the Council’s leisure operator.

Observations/Comments from the Committee – An update was requested in terms of the external funding and the design schemes proposed to link Littlehampton Town Centre to the seaside area. The Director of Place outlined that in relation to the Littlehampton Seafront Design Scheme it was anticipated that another round of Coastal Communities Funding would be available to apply for soon. Reassurance was given that the Economic Regeneration Team would be ready to apply for such funding as soon as it was announced and that as part of this process they would take on board the lessons learnt from the last application which had not been successful.

Strategy 4 - To make the most of Arundel’s quality.

Project 4a – Improve Arundel’s Streetscene

Update Provided – the Council had been working with the Town Council and West Sussex County Council to enhance the street scape and help promote the Town. Support had also been provided to the Arundel Lido Trust to assist with the proposals to improve the pool and its ancillary facilities.

Updates/comments made by the Committee - a request was made by one Councillor to look into replacing the fence around the area surrounding the Arundel Bowling Club. The Group Head of Community Wellbeing outlined that he would have a discussion outside of this meeting with that Councillor.

Strategy 5 - To make the District exceptionally good for cycling and other off road activities.

Update Provided - Cycling was now possible on shared paths in Hotham Park and on both seafront promenades. Sustrans had carried out a feasibility study to investigate the prospect of a green link for cycling and walking between Littlehampton and Arundel. Reports on the prospects for this project would be presented to the Littlehampton Regeneration Sub-committee.

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In addition, WSCC had recently adopted a Walking and Cycling Strategy and one of the first projects to be delivered was the cycle path along the A259 between Felpham and Littlehampton, which would benefit both cyclists and motorists on what was a very busy stretch of road.

Updates/comments made by the Committee - A comment was made about the Council’s consultation response to the A27 Trunk Road Improvements at Arundel where opinion had been expressed and it had been agreed that the Council would encourage Highways England to support the creation of a cycleway between the South Downs National Park via Arundel and the coast along both the River Arun and Ford Road. This slight amendment was welcomed as it was acknowledged that the inclusion of a local resident’s cycle route would be a vital addition to the improvements proposed.

In concluding, the Group Head of Wellbeing stated that he was pleased to report that the Council had made progress on delivering all of the strategic priorities within the Strategy. It was accepted that some were at a more advanced stage than others, but in the majority of cases progress was visible or proposals had been considered by Members.

The Committee was asked to be mindful of the fact that many of the projects were being planned and delivered by departments across the Council who had drawn upon the experience of partners to ensure that the proposals were fit for purpose.

The Leisure and Cultural Strategy also set out the wishes of residents so that the Council could deliver the projects that had the potential to enhance the local economy and improve the physical and mental wellbeing of the community.

The Chairman thanked the Group Head of Wellbeing for his report and detailed presentation. Following the points raised by the Committee which have been included in the items highlighted above,

The Committee

RECOMMEND TO FULL COUNCIL – That

- (1) the progress towards achieving the priorities set out in the Leisure and Cultural Strategy are noted and further progress reports are provided in years 8 and 12;
- (2) the proposal to refurbish the swimming pool changing rooms and increase the studio capacity at the Arun Leisure Centre be supported;
- (3) work is undertaken to review the future requirements for a leisure centre in the west of the District; and
- (4) the Council endorses the work of the Arundel Lido Trust to improve the facilities for the benefit of the Town and wider communities of Arun.

(During the course of the discussion on this item, the following Declarations of Interest were made:

- *Councillor Dr Walsh declared a Personal Interest as a Member of West Sussex County Council and as a County Member of the Joint Eastern Arun Area Highways and Sub-Group; and*
- *Councillor Blampied declared a Personal Interest as a Member of the Arundel Bowling Club).*

296. FILMING AND PHOTOGRAPHIC POLICY - SCOPE

The Committee received a report from the Group Head of Policy which outlined that following the implementation of the Local Government Audit & Accountability Act 2013, the Council had agreed a Filming Protocol as attached at Appendix 1 to the report.

Since its adoption in 2013, this now needed to be reviewed as it was recognised that any Policy needed to cover more widely issues surrounding the rights and responsibilities of Members, staff and the public in terms of the filming of meetings.

The Group Head of Policy outlined that the views of the Committee were sought so that a proposed scope of the new Filming and Photographic Policy and Guidance could be confirmed allowing her to complete a final report that would be brought back to the Committee at its next meeting which would now take place on 31 January 2018. The new Policy would also need

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to be updated with regard to the new Data Protection Regulations which would come into force in 2018.

The Group Head of Policy stated that she hoped that this report and her presentation had provided sufficient insight to allow Members to confirm their scope and requirements for a review of the Filming and Photographic Policy.

The following points were raised by the Committee:

- It was agreed that Appendix 1 to the report needed to be updated, less wordy and easier to understand
- The Council was asked to rethink its Policy of filming and recording meetings and some Sub-Committee meetings. As WSCC successfully recorded and archived its meetings, why could Arun not do the same?
- Archiving was agreed as a good way for Members and members of the public to be able to go back and review debates – this was seen as a hugely important tool
- All meetings should be able to be recorded by members of the public apart from Exempt matters
- How will the Council overcome the issue in the event that a member of the public might not want to be filmed? How would this be enforced?
- The need to ensure that the revised Policy will help facilitate public involvement in local democracy

In summing up the points raised, the Group Head of Policy stated that she felt that the points raised had supplied her with a good starting point for the review. She felt that the scope of this could be based on the points that had been raised above.

The Committee then noted the points made and outlined that these should form the scope of the new Filming and Photographic Policy and Guidance which would be brought back to its meeting to be held on 31 January 2017.

297. REVIEW OF TERMS OF REFERENCE FOR THE OVERVIEW SELECT COMMITTEE

The Committee received a report from the Group Head of Policy stating that the Council’s Constitution was undergoing a major review. The report before Members was seeking views on re-drafted terms of reference for the Overview Select Committee.

The Committee was advised that the terms of reference for all Committees Sub-Committees and Panels were being reviewed so that the full review of Part 3, Responsibility for Functions, could be concluded after Full Council on 10 January 2018.

The Committee

RECOMMEND TO FULL COUNCIL – That

(1) the revised terms of reference for the Overview Select Committee, as set out in Appendix 1 to the report, be approved and updated in Part 3, Responsibility for Functions in the Constitution; and

(2) the Group Head of Council Advice & Monitoring Officer be authorised to make any further consequential changes to the Constitution.

298. FEEDBACK FROM THE MEETING OF THE WEST SUSSEX COUNTY COUNCIL’S HEALTH AND ADULT SOCIAL CARE COMMITTEE (HASC) HELD ON 29 SEPTEMBER 2017

In receiving and noting the feedback report submitted by Councillor Blampied, following his attendance at this meeting on 29 September 2017, Councillor Dr Walsh requested the Committee to note one small addition in relation to the feedback provided on Clinically Effective Commissioning (CEC). This was that it was important for the Committee to realise that CECs consisted of groups set up to review what services they were commissioning and were an important component of local community networks and were GP led in each locality. For example, there was one for East Arun called ‘REAL’ as this covered services for Rustington, East Preston, Angmering and Littlehampton. Councillor Dr Walsh outlined that there was also one covering the western side of the District.

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299. SUSSEX POLICE AND CRIME PANEL

The Committee received and noted the feedback report provided by the Cabinet Member for Community Wellbeing, Councillor Clayden, following his attendance at the meeting of the Sussex Police and Crime Panel held on 6 October 2017.

300. WORK PROGRAMME

The Chairman asked Members to note the following changes to the Committee’s Work Programme. A revised Work Programme was circulated to the meeting:

- the scheduled meeting of the Committee on 23 January 2018 would now become a Special Meeting of the Committee to consider the Motion passed at Full Council on 8 November 2017 on Policing Priorities;
- as a result of this, a further meeting of the Committee had been confirmed for 31 January 2018 to consider the Council’s Budget for 2018/19 as well as other items detailed on the Work Programme for 23 January 2018;

The Committee then noted these changes to its Work Programme.

(The meeting concluded at 7.34 pm)