



Public Document Pack

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**Note: This meeting will be
webcast live**

16 September 2020

COUNCIL MEETING

To all Members of the Council

You are summoned to attend a meeting of the ARUN DISTRICT COUNCIL to be held virtually on **Wednesday 16 September 2020** at **6.00 pm** to transact the business set out below:

A handwritten signature in black ink, appearing to read 'N. V. Lynn', with a stylized flourish at the end.

Nigel Lynn
Chief Executive

AGENDA

15. Overview Select Committee - 1 September 2020 (Pages 1 - 6)

The Chairman, Councillor Northeast, will present the Minutes from the meeting of the Overview Select Committee held on 1 September 2020. There is one recommendation at:

- Minute 172 [Work Programme 2020/21] – to view the Committee's work programme, please click on this link - [Work Programme](#)

- Members are reminded that if they have detailed questions, would they please inform the relevant Cabinet Member/Chairman and/or Director in advance of the meeting in accordance with the Council Procedure Rules
- Copies of the reports on the recommendations from the other Committees are provided via an e-link, where appropriate

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OVERVIEW SELECT COMMITTEE
WORK PROGRAMME – 2020/2021

Date of Meeting: 09 JUNE 2020			
Report Deadline for Agenda Prep: 27 April 2020			
Date of Agenda Prep: 12 May 2020			
Final Report Deadline: 25 May 2020			
Policy/Strategy Reviews			
Agenda Items	Subject	Lead Officer/Member	Comments
	Citizens Advice Report	Robin Wickham	Due to Covid-19 this item will be moved to a later date
Performance Reviews			
1	Corporate Plan 2013-2018 – Q4 and End of Year Performance outturn for 1 April 2018 to 31 March 2019	Gemma Stubbs – Executive Assistant to the Chief Executive	
2	Service Delivery Plan 2013-2018 – Q4 and End of Year Performance outturn 1 April 2018 to 31 March 2019	Gemma Stubbs – Executive Assistant to the Chief Executive	
Contractor/Partner Performance Reviews			
	There are no items for this meeting		
Partner Reviews			
	There are no items for this meeting.		
Feedback from Joint Scrutiny in West Sussex			
	There are no items for this meeting.		
Holding Cabinet to account			
3	Cabinet Member Questions and Updates	All Cabinet	
Work Programme			
4	To agree the work programme for 2020/21	Jackie Follis	To be reported to Full Council on 15 July 2020

**OVERVIEW SELECT COMMITTEE
WORK PROGRAMME – 2019/20**

Date of Meeting: 01 September 2020			
Report Deadline for Agenda Prep: 20 July 2020			
Date of Agenda Prep: 4 August 2020			
Final Report Deadline: 17 August 2020			
Policy/Strategy Reviews			
Agenda Items	Subject	Lead Officer/Member	Comments
	There are no items for this meeting		
Performance Reviews			
1	Covid-19 Update from CEO	Jackie Follis/Nigel Lynn	
Contractor/Partner Performance Reviews			
2	Chief Inspector Carter – Local Policing	Jackie Follis	
Partner Reviews			
	There are no items for this meeting.		
Feedback from Joint Scrutiny in West Sussex			
	Feedback from Police and Crime Panel Meeting held on 26 June 2020	Cllr Mrs Yeates	Moved to October meeting
	Feedback from HASC meeting held on 10 June 2020	Cllr Bennett	June meeting cancelled – no update to give
Holding Cabinet to account			
3	Cabinet Member Questions and Updates – focus for this meeting on reviewing performance against the Corporate Plan and Service Delivery Plans	All Cabinet	
Work Programme			
4	Work Programme – 2020/21 – Update	Jackie Follis – Group Head of Policy	

**OVERVIEW SELECT COMMITTEE
WORK PROGRAMME – 2019/20**

Date of Meeting: 06 October 2020			
Report Deadline for Agenda Prep: 31 August			
Date of Agenda Prep: 8 September 2020			
Final Report Deadline: 21 September 2020			
Policy/Strategy Reviews			
Agenda Items	Subject	Lead Officer/Member	Comments
	Equalities & Diversity	Jackie Follis	Moved to March 2021 meeting TBC
1	Overpaid Housing Benefit Policy 2014 Review	Andrew Dale	TBC
2	Cust Sat Survey Results	Jackie Follis	
Contractor/Partner Performance Reviews			
3	Covid-19 Update from CEO	Jackie Follis/Nigel Lynn	
Partner Reviews			
	There are no items for this meeting.		
Feedback from Joint Scrutiny in West Sussex			
4	Feedback from Police and Crime Panel Meeting held on 26 June 2020 & 25 September 2020	Cllr Mrs Yeates	
5	Feedback from Meeting of HASC held on 9 September 2020	Cllr Bennett	
Holding Cabinet to account			
6	Cabinet Member Questions and Updates	All Cabinet	
Work Programme			
7	Work Programme 2020/21 – Update	Jackie Follis – Group Head of Policy	

**OVERVIEW SELECT COMMITTEE
WORK PROGRAMME – 2019/20**

Date of Meeting: 01 DECEMBER 2020			
Report Deadline for Agenda Prep: 19 October 2020			
Date of Agenda Prep: 3 November 2020			
Final Report Deadline: 16 November 2020			
Policy/Strategy Reviews			
Agenda Items	Subject	Lead Officer/Member	Comments
	Citizens Advice Report	Robin Wickham	Moved to March 2021
Performance Reviews			
1	Corporate Plan – 2018 – 2022 – Q2 Performance outturn report for the period 1 April 2020 – 30 September 2020	Gemma Stubbs – Executive Assistant to the Chief Executive	
2	Service Delivery Plan – 2018 – 2022 – Q2 Performance outturn report for the period 1 April 2020 – 30 September 2020	Gemma Stubbs – Executive Assistant to the Chief Executive	
Contractor/Partner Performance Reviews			
	Leisure Contract Annual Report	Robin Wickham	Moved to Jan 2021
3	Combined Cleansing Services Contract – Biffa	Oliver Handson	
Partner Reviews			
	There are no items for this meeting		
Feedback from Joint Scrutiny in West Sussex			
4	Feedback from Meeting of HASC held on 11 November 2020	Cllr Bennett	
Holding Cabinet to account			
5	Cabinet Member Questions and Updates	All Cabinet	
Work Programme			
6	Work Programme 2020/21 – Update	Jackie Follis [Group Head of Policy]	

**OVERVIEW SELECT COMMITTEE
WORK PROGRAMME – 2019/20**

Date of Meeting: 26 January 2021			
Report Deadline for Agenda Prep: 30 November 2020			
Date of Agenda Prep: 15 December 2020			
Final Report Deadline: 11 January 2021			
Policy/Strategy Reviews			
Agenda Items	Subject	Lead Officer/Member	Comments
	There are no items for this meeting		
Performance Reviews			
1	Council Budget – 22/23	Alan Peach – Group Head of Corporate Support	
	Greenspace Management Contract	Oliver Handson – Greenspace & Development Manager	To be moved to March 2021
Contractor/Partner Performance Reviews			
2	Leisure Contract Annual Report	Robin Wickham	Unless there is a specific aspect Members want to review, there does not need to be an annual report on this contact – next review could be 2021.
Partner Reviews			
	There are no items for this meeting		
Feedback from Joint Scrutiny in West Sussex			
3	Feedback from the Meeting of the HASC Panel held on 13 January 2021	Cllr Bennett	
Holding Cabinet to account			
4	Cabinet Member Questions and Updates	All Cabinet	
Work Programme			
5	Work Programme 2020/21 – Update	Jackie Follis [Group Head of Policy]	

**OVERVIEW SELECT COMMITTEE
WORK PROGRAMME – 2019/20**

Date of Meeting: 23 MARCH 2020			
Report Deadline for Agenda Prep: 8 February 2021			
Date of Agenda Prep: 23 February 2021			
Final Report Deadline: 8 March 2021			
Policy/Strategy Reviews			
Agenda Items	Subject	Lead Officer/Member	Comments
1	Equalities & Diversity	Jackie Follis	
2	Citizens Advice Report	Robin Wickham	
Performance Reviews			
3	Greenspace Management Contract	Oliver Handson – Greenspace & Development Manager	
Contractor/Partner Performance Reviews			
	There are no items for this meeting		
Partner Reviews			
	There are no items for this meeting.		
Feedback from Joint Scrutiny in West Sussex			
4	Feedback from Sussex Police and Crime Panel Meeting held on 29 January & 15 February 2021	Cllr Mrs Yeates	
5	Feedback from the Meeting of the HASC Panel held on 24 February 2021	Cllr Bennett	
Holding Cabinet to account			
6	Cabinet Member Questions and Updates – focus for this meeting on reviewing performance against the Corporate Plan	All Cabinet	
Work Programme			
7	Work Programme 2020/21 – Update and Work Programme planning for 2021/22	Jackie Follis – Group Head of Policy	