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A meeting of **Overview & Scrutiny Committee** will be held in Committee Room 2, East Pallant House on **Tuesday 16 January 2018 at 9.30 am**

MEMBERS: Mrs C Apel (Chairman), Mrs N Graves (Vice-Chairman), Mr P Budge, Mrs P Dignum, Mr N Galloway, Mr G Hicks, Mr S Lloyd-Williams, Mr K Martin, 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 - 28)  
To approve as a correct record the minutes of the Overview & Scrutiny Committee meeting held on 14 November 2017.  
To consider progress against the committee's recommendations to Council and Cabinet.
- 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 15 January 2018 is available upon request to Democratic Services (the contact details for which appear on the front page of this agenda).
- 6 **Housing Strategy Update** (Pages 29 - 40)  
The committee is requested to consider and comment on progress made in delivering the council's Housing Strategy for the period 2013-2018 as set out in the Housing Strategy Delivery Plan at Appendix 1. The committee is also requested to note that a new Housing Strategy will be developed as set out in paragraphs 4.1 and 4.2 of the report.
- 7 **Cultural Grants** (Pages 41 - 52)  
The committee is requested to endorse the proposed Funding Agreements and monitoring arrangements for Chichester Festival Theatre and Pallant House Gallery.
- 8 **Budget Review 2017**  
The committee will receive an oral report from the Chairman of the Budget Task and Finish Group, Mr S Lloyd-Williams, on the review carried out in mid-

December.

9     **Community Safety Review 2018** (Pages 53 - 54)

The committee is requested to consider and agree the Terms of Reference for this task and finish group and to nominate five members to take part in this review.

10    **Forward Plan** (Pages 55 - 66)

The committee is asked to consider the latest Forward Plan (attached) and to consider whether it wishes to enquire into any of the forthcoming decisions.

11    **Exclusion of the Press and Public**

The Committee is asked to consider in respect of the following item whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Schedule 12A of the Local Government Act 1972 namely Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) 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 report dealt with under this part of the agenda are attached for members of the Overview and Scrutiny Committee and senior officers only (salmon paper).**

12    **East Pallant House Options (EPH) Appraisal** (Pages 67 - 73)

This report provides the outcome of an options appraisal for potential future use and occupancy of East Pallant House and recommends that the Council continues to occupy EPH but seeks to reduce operational costs by leasing identified offices and areas on a commercial basis.

13    **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.

## NOTES

1. The press and public may be excluded from the meeting during any item of business where 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. 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).
  - b) The press and public may view this information on the council's website here [here](#) unless they contain exempt information.
3. The open proceedings of this meeting will be audio recorded and the recording will be retained in accordance with the council's information and data policies. If a member of the public enters the committee room or makes a representation to the meeting, they will be deemed to have consented to being audio recorded. If members of the public have any queries regarding the audio recording of this meeting, please liaise with the contact for this

meeting at the front of this agenda.

4. 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 intention 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.

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