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A meeting of the **Overview & Scrutiny Committee** will be held in Committee Room 2 - East Pallant House on **Tuesday 21 January 2020 at 9.30 am**

MEMBERS: Mr A Moss (Chairman), Mr T Johnson (Vice-Chairman), Mrs C Apel, Mrs T Bangert, Mr A Dignum, Mr K Hughes, Mr D Palmer, Mr C Page, Mr H Potter, Mrs S Sharp and Mr A Sutton

## AGENDA

- 1 **Chairman's Announcements**  
Any apologies for absence will be noted at this point.
- 2 **Minutes** (Pages 1 - 8)  
To approve the minutes of the Overview and Scrutiny Committee meeting held on 19 November 2019 (*copy to follow*) and of the Special Overview and Scrutiny Committee meeting held on 26 November 2019.  
  
To receive an update on progress against recommendations made to the Cabinet and the 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 procedure for submitting public questions in writing no later than noon 2 working days before the meeting is available upon request from Democratic Services (the contact details for which appear on the front page of this agenda).
- 6 **Education Provision in the Chichester District**  
Following the Committee meeting held on 19 November 2019 a representative from West Sussex Education Services to attend the meeting to answer questions on education provision in the District.
- 7 **Cabinet Member for Planning Address**  
The Cabinet Member for Planning is invited to present her priorities and areas of focus over the coming months and to answer questions from the Committee on progress towards achieving the priorities within her portfolio.
- 8 **Update on Sickness Levels within Chichester District Council** (Pages 9 - 10)  
The Overview and Scrutiny Committee is asked to note the latest levels of staff sickness absence.
- 9 **Housing Strategy 2020-2025** (Pages 11 - 40)

The Committee is requested to consider the draft Housing strategy and makes any recommendations prior to its presentation to Cabinet and Council.

10 **Budget Review Task and Finish Group Feedback**

To receive an oral report on the outcomes of this review from the Budget Review Task and Finish Group to be held on 17 January 2020.

11 **Local Housing Delivery Task and Finish Group Terms of Reference (Pages 41 - 42)**

The Committee is requested to note the terms of reference and scoping outline plan for the Local Housing Delivery Task and Finish Group and agree the membership.

12 **Community Safety Review Task and Finish Group Terms of Reference (Pages 43 - 44)**

The Committee is requested to note the terms of reference and scoping outline plan for the Community Safety Review Task and Finish Group and agree the membership.

13 **Forward Plan (Pages 45 - 55)**

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

14 **Work Programme (Pages 57 - 59)**

The Committee is requested to consider the latest Work Programme.

15 **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.

16 **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 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.